



PCC
SOLANO
PARATRANSIT COORDINATING COUNCIL (PCC)
AGENDA

1:00– 3:00 p.m.
Thursday, March 15, 2012
Solano Community College
4000 Suisun Valley Rd.
Fairfield, CA 94534
Bldg. 400, Student Center, Room 443

ITEM

STAFF PERSON

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA
(1:00 – 1:05 p.m.)
- III. OPPORTUNITY FOR PUBLIC COMMENT
(1:05 – 1:15 p.m.)
- IV. COMMENTS FROM STAFF AND REPRESENTATIVES FROM
ADVISORY COMMITTEES
(1:15 – 1:20 p.m.)
- V. PRESENTATIONS
 - John Andoh from Rio Vista Delta Breeze –Topic Guide
Presentation for American with Disabilities Act (ADA) Telephone
Hold Time
 - Brian McLean from Vacaville City Coach – Presentation on the
Clipper Card- The all in one Transit Card
 - Mona Babauta from Fairfield and Suisun Transit (FAST) Topic –
FAST Plans for improving service to/from SCC.
- VI. CONSENT CALENDAR
Recommendation: Approve the following consent items in one motion
(2:15 – 2:20 p.m.)

Alicia Roundtree

- A. Minutes of the PCC Meeting of January 19, 2012
Recommendation:
Approve PCC minutes of January 19, 2012.
Pg. 1

Liz Niedziela

PCC MEMBERS

Richard Burnett
MTC PAC
Representative

Rachel Ford
Solano County Health &
Social Services

Judy Nash
Public Agency –
Education

Alicia Roundtree - Chair
Social Service
Provider

Vacant
Social Service
Provider

Vacant
Transit User

Shannon Nelson - Vice Chair
Member at Large

Shirley Stacy
Transit User

James Williams
Member at Large

Kurt Wellner
Transit User

VII. ACTION ITEMS

- A. **PCC Membership Status and Appointment** Liz Niedziela
Recommendation:
Forward a recommendation to the STA Board to appoint Kyrre Helmersen to the Paratransit Coordinating Council as a Transit User.
(2:20 -2:25 p.m.)
Pg. 15
- B. **Mobility Management Program Plan Status Update** Liz Niedziela
Recommendation:
Authorize the PCC Chair to submit Letter of Support for Solano Transportation Authority grant application to Caltrans for Solano County Mobility Management Program.
(2:25-2:30 p.m.)
Pg. 19

VIII. INFORMATIONAL ITEMS

- A. **Unmet Transit Needs Public Hearing for FY 2011-12 Update** Liz Niedziela
Informational
(2:30-2:35 p.m.)
Pg. 23
- B. **2012 Lifeline Call for Projects** Liz Niedziela
Informational
(2:35-2:40 p.m.)
Pg. 31
- C. **Job Access Reverse Commute (JARC) and New Freedom Call for Projects** Liz Niedziela
Informational
(2:40-2:45 p.m.)
Pg. 49
- D. **2012 PCC Meetings and Locations (*GROUP PHOTO REMINDER*)** Sheila Jones
Informational
Pg. 63
(2:45-2:55 p.m.)

IX. TRANSIT OPERATOR UPDATES

- Group
- Dixon Read-Ride
 - Fairfield and Suisun Transit
 - Rio Vista Delta Breeze
 - SolTrans
 - Vacaville City Coach
- (2:55-3:00 p.m.)

X. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

- Discussion
(3:00-3:05 p.m.)

XI. ADJOURNMENT

The next regular meeting of the PCC is tentatively scheduled at **1:00 p.m., Thursday, May 17, 2012, Council Chambers, City of Benicia.**

For questions regarding this agenda:

Please contact Liz Niedziela at (707) 424-6075 or eniedziela@sta-snci.com

THIS PAGE INTENTIONALLY LEFT BLANK



PCC
SOLANO PARATRANSIT COORDINATING COUNCIL
AGENDA
Minutes for the meeting of
January 19, 2012

I. CALL TO ORDER

PCC Chair, Richard Burnett, called the meeting to order at 1:15 p.m. in Suisun City at the Suisun City Hall, Council Chambers.

Voting Members Present:

Richard Burnett	Chair, PAC Representative
Alicia Roundtree	Social Service Provider
Shirley Stacy	Transit User
James Williams	Vice-Chair, Member at Large

Voting Members Not Present:

Rachel Ford	Social Service Provider
Judy Nash	Public Agency – Education
Shannon Nelson	Member at Large
Kurt Wellner	Transit User

Also Present: *In Alphabetical Order by Last Name*

Nancy Abruzzo	STA
Angel Anderson	SolTrans
Harriett Dietz	Area Agency on Aging/Solano and Napa
Kyree Helmerson	Independent Living Resources
Phillip Kamhi	City of Fairfield/FAST
Sorel Klein	STA/SNCI
Renee Moore	MV Transportation/SolTrans
Liz Niedziela	STA
Faye Peters	MV Transportation/FAST
Edith Thomas	Connections for Life
Debbie Whitbeck	City of Fairfield/FAST

II. APPROVAL OF AGENDA

On a motion by Shirley Stacy and a second by Alicia Roundtree, the PCC unanimously approved the January 19, 2012 Agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

Kyree Helmersen, a Resource Specialist at Independent Living Resources in Vacaville expressed why he decided to start attending the PCC meetings. He stated that he's been riding paratransit for thirteen years, and as a transit rider, he would like to educate himself more about public transportation and pass the information he obtains on to the consumers to make it easier for them to ride paratransit.

Harriett Dietz, a Planner at the Napa/Solano Area Agency on Aging (AAA) announced the agency is working on a plan that covers FY 2012-2016. She noted that the AAA is going through a process doing a need assessment throughout Napa and Solano County and that the agency is looking at important issues in both counties which include transportation for seniors and people with disabilities. She stated that she will be attending future PCC meetings to obtain further public input and is looking forward to working with the PCC on the plan.

IV. COMMENTS FROM STAFF AND REPRESENTATIVE FROM THE SOLANO SENIORS AND PEOPLE WITH DISABILITIES ADVISORY COMMITTEE

Liz Niedziela, STA staff, stated the reason Kurt Wellner has not been attending the PCC meetings is due to an illness and he had to be hospitalized. She asked that a get well card be signed so it could be mailed to Kurt.

Liz Niedziela noted that a Call for Projects for Lifeline has been announced. This is a funding resource with over \$3,000,000 available to address transportation gaps from the low income community. She detailed the three different funding sources: Proposition 1B, Funds Assistance and the Surface Transportation Program.

Liz Niedziela announced that a consultant has been selected to conduct the East Fairfield Community-Based Transportation Plan (East CBTP). She stated that all PCC members would be invited to participate in the stakeholder's meeting to discuss the low income transportation gaps that exist in the East Fairfield area.

Liz Niedziela noted that Rio Vista has submitted their Capital Plan for Rio Vista TDA claim.

Liz Niedziela announced The Solano Seniors and People with Disabilities next meeting is scheduled for Thursday, January 26, 2012, 10:30 a.m. to 12:00 p.m. at the Solano County Events Center. One item to be discussed is the priorities that were established out of the Seniors and People with Disabilities Study and Inter-City Taxi Phase 2. She invited all PCC members to attend this meeting.

V. PRESENTATIONS

A. Sorel Klein, Solano Napa Commuter Information (SNCI)
Attachment A

B. Debbie Whitbeck and Phillip Kamhi, Fairfield and Suisun Transit (FAST)
Attachment B

John Andoh - Rescheduled

Topic Guide Presentation for Americans with Disabilities Act (ADA) Telephone Hold Time

VI. CONSENT CALENDAR

On a motion by James Williams and second by Alicia Roundtree, the PCC approved Consent Calendar Item A, Minutes of the PCC Meeting of September 15, 2011 to include modifications requested by Shirley Stacy. The requested modification to the meeting minutes is as follows:

At the request of ~~Shirley Stacey~~ *Shirley Stacy Item X*, *Adjournment* section of the meeting minutes was corrected to read as follows:

Shirley Stacy commented that Paratransit passengers *and drivers* need more open communication with the schedulers, dispatch, drivers and all of the staff.

A. Minutes of the PCC Meeting of September 15, 2011

Recommendation:

Approve PCC Meeting Minutes of September 15, 2011

VII. ACTION ITEMS

A. FY 2012 PCC Draft Work Plan

Liz Niedziela presented the Draft Work Plan for 2012. She stated that the PCC members may add items to the Work Plan throughout the year, as they deem necessary. She added that after approval by the PCC, the Work Plan will be presented to the STA Board for action.

Richard Burnett requested an additional topic be added to the 2012 PCC Work Plan under Projects. He suggested inviting other transportation providers to present their service/programs.

Recommendation

Forward a recommendation to the STA Board to approve the Paratransit Coordinating Council 2012 Work Plan.

On a motion by Alicia Roundtree and a second by Shirley Stacy, the PCC unanimously approved the recommendation.

B. FY 2012 PCC Draft Outreach Plan

Liz Niedziela reviewed the 2012 PCC Draft Outreach Plan.

Based on input, the PCC members agreed to the following modifications made to the 2012 PCC Draft Outreach Plan. The modifications to the Plan (under Section 3) are as follows:

- ~~Ulatis Community Center (Vacaville City Coach Special Services) – May 17, 2012~~ **Benicia City Hall (SolTrans) – May 17, 2012**
- ~~Benicia City Hall (SolTrans) – September 20, 2012~~ **Ulatis Community Center (Vacaville City Coach Special Services) – September 20, 2012**
- **Vallejo Joseph Room at JFK Library - (DART) SolTrans – November 15, 2012**

Recommendation:

Forward a recommendation to the STA Board to approve the Paratransit Coordinating Council 2012 Outreach Plan.

On a motion by James Williams and a second by Shirley Stacy the PCC unanimously approved the recommendation to include additional changes as shown above in ~~strikethrough~~ **bold italics**.

C. PCC Membership Status and Appointment

Liz Niedziela stated the PCC staff received a resignation email from George Bartolome in September 2011. She noted that staff received a member of interest from Edith Thomas, Executive Director for Connections for Life.

Recommendation:

Forward a recommendation to the STA Board to appoint Edith Thomas to the Paratransit Coordinating Council as a Social Service Provider.

On a motion by James Williams and a second by Shirley Stacy, the PCC unanimously approved the recommendation.

D. PCC 2012 Election for Chair and Vice Chair

Liz Niedziela presented the PCC election process for Chair and Vice Chair. She noted the PCC by-laws state the council must annually nominate and elect a Chair and Vice Chair. The current PCC Chair and Vice Chair have both fulfilled their term limitation of two years and are eligible to serve after at least a year between terms.

Recommendation:

Elect a new Chair and Vice Chair for 2012 and forward recommendation to STA Board for approval.

By consensus, the PCC unanimously approved the selection of Alicia Roundtree as Chair. By consensus, the PCC unanimously approved the selection of Shannon Nelson as Vice-Chair.

E. Mobility Management Program Scope of Work

Liz Niedziela reviewed the development of a Mobility Management Plan as one of the strategies listed in the Solano Transportation Study for Seniors and People with Disabilities. She noted that this study has been approved by the Consortium, TAC and the Solano Seniors and People with Disabilities Advisory Committee. She added that the study was presented to and approved by the STA Board in December 2011.

Recommendation:

Forward a recommendation to the STA Board to approve the Mobility Management Plan Scope of Work.

On a motion by James Williams and a second by Shirley Stacy the PCC unanimously approved to forward a recommendation to the STA Board to approve the Mobility Management Plan Scope of Work.

VIII. INFORMATIONAL ITEMS

A. Unmet Transit Needs Public Hearing for FY 2010-11

Liz Niedziela presented the Unmet Transit Needs Public Hearing Update for FY 2010-11. On December 2, 2010 the Unmet Transit Needs Public Hearing was held and the people in attendance expressed their transit needs and issues.

She noted the issues that were raised at the hearing and through written comments were reviewed and compiled by MTC. The comments identified as reasonable unmet needs were forwarded by MTC to STA. The STA staff is working with the transit operators to address the issues and STA staff will report to the PCC the status of the Unmet Transit Needs so the PCC may monitor the progress.

B. 2012 PCC Work Plan Accomplishments

Liz Niedziela presented the 2012 PCC Work Plan. She noted the plan continues to focus on developing expertise and understanding of the range of transportation services for Solano seniors and people with disabilities and outreach activities. She stated that all PCC members are to be commended for their continued commitment to the PCC Work Plan and summarized the accomplishments of the 2011 PCC Work Plan.

C. Transit Operator Updates

- Dixon Redit-Ride
- Fairfield and Suisun Transit
- Rio Vista Delta Breeze
- SolTrans
- Vacaville City Coach

IX. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

1. Shirley Stacy stated that PCC meeting notices should be posted on local buses to notify the public.
2. Liz Niedziela will present Lifeline Program updates at the March 15, 2012 meeting.
3. Richard Burnett expressed his gratitude for the opportunity to serve as the PCC Chair.

X. ADJOURNMENT

The meeting adjourned at 3:25 p.m. The next meeting of the PCC is tentatively scheduled at 1:00 p.m. on Thursday, March 15, 2012 at Solano Community College in Fairfield.



Solano Napa Commuter Information (SNCI) is a public agency program of the Solano Transportation Authority in partnership with the Napa County Transportation Planning Agency, the Metropolitan Transportation Commission, the Bay Area Air Quality Transportation Fund for Clean Air, and the Yolo Solano Air Quality Management District.

SNCI provides free information/services to commuters and residents of Solano and Napa Counties and surrounding regions of Northern California, as well as employers located in both counties and visitors to the area. We are affiliated with the 511 Regional Rideshare Program.

Our mission is to reduce congestion and improve mobility and air quality by helping individuals and employers in our area find alternatives to driving alone to get to work, school, and other destinations. Alternative modes include carpool, vanpool, public transit, bicycling and walking.

Services include: personalized carpool/vanpool ride matching (available by phone or online); transit trip planning; transit schedules/route maps; bicycle maps; commuter incentives; employer consultations; transportation surveys and density mapping; event staffing and presentations; vanpool formation assistance; airport shuttle information; annual campaigns such as Bike to Work Day and the Solano Commute Challenge; and the Emergency Ride Home program.

We provide referrals to paratransit services throughout the County (services now offered by individual transit agencies) and brochures including the Solano County Transportation Guide for Seniors and People with Disabilities. We also distribute printed materials include our Solano Napa Commuter Information Guide, Solano Transit Connections Guide, local and regional transit schedules, YoloSolano BikeLinks Map, and commuter vanpool and bicycle incentive brochures to numerous display rack locations throughout Solano and Napa Counties. Locations include social service agencies, libraries, schools and colleges, businesses and Chambers of Commerce.

One of our main areas of focus is employer outreach. We provide services to hundreds of employers in both counties. SNCI staffs information tables at employer events such as Health and Benefits Fairs and Earth Day events. In 2011, the fifth annual Solano Commute Challenge involved 51 major employers and 768 employees participated. 465 employees became Commute Champions by using a commute alternative at least 30 workdays from August through October and received rewards. The top workplaces were also recognized. In 2012 we'll launch a Napa Green Commute Challenge as well as extending our successful Commuter Bicycle Incentive into Napa County.

SNCI may be reached by telephone at 800-535-6883, through our website www.commuterinfo.net or on Facebook by searching under "Solano Napa Commuter Information."

Fairfield and Suisun Transit

**Presentation to:
Paratransit Coordinating Council
January 19, 2012**

Goals for Improving Transportation

- Tailor the paratransit program for those who truly need this service and do not have the abilities to take fixed route.
- Design transportation programs that support the goals for fixed route and paratransit and maximize mobility options for Fairfield-Suisun citizens.
- Make the Fixed Route System more efficient and user-friendly, especially for seniors and people with disabilities. (Seniors are the standard.)
- Build effective relationships with the community we serve.
- Improve coordination with other transportation providers in Solano County to improve seamlessness of travel.

Relationship Building & Local Coordination Efforts

- Coordination with Dialysis Centers:
 - Met with Representatives from DaVita and Renal Advantage, Inc.
 - Adjustments to Scheduling
 - Planned Quarterly Meetings

Updates to Paratransit Program

- Dedicated Paratransit Dispatcher
- Increased focus on ADA-mandated trips to improve quality and reliability of service given limited resources
- Updated Application
- Revised No Show Policy
 - Cost Per No Show Trip
 - Better Service for Every Passenger
 - Improved Communication Materials

Other Fairfield-Suisun Transportation Programs

- Intercity Taxi Program
 - New Informational Flyer
 - Working on Phase II for non-ambulatory citizens
- Local Taxi Program
 - New Informational Flyer
- Senior Center Volunteer Driver Program
 - New Informational Flyer
 - Now accepting DART patrons
- Faith in Action “Ride with Pride”
 - New Informational Flyer

Updates to Fixed Route System

- Accurate schedule information
- Clipper Implementation
- New Bus Purchase
- Talking Bus Technology
- Revisiting service delivery terms with MV Transportation
- Changes to Route 30 (Fairfield-Davis-Sacramento)
- Working on Restructuring Fixed Route System
 - Timing public outreach with East Fairfield CBTP

Community Building Efforts

- Summer Program with Housing Department
- Mission Solano Partnership
- Yule Ride Free Promotion
- Resolve to Ride Program on Route 40
- Increased use of Twitter and Facebook
- Twitter Promotion
- New FAST website is under construction
- New schedules and brochures

Questions or Comments?

PCC

DATE: March 7, 2012
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: PCC Membership Status and Appointment

Background/Discussion:

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulates that there are eleven members on the PCC. Many of the positions are to be filled by specific types of organizations or transit riders. At the January's meeting, there were three (3) vacancies on the PCC; one (1) for Transit User and two (2) for a Social Service provider (Attachment A).

At the last meeting, the PCC forward a recommendation to the STA Board to appoint Edith Thomas to the PCC as a Social Service Provider. The recommendation will be presented to the Board on March 14th. If Edith is appointed by the STA Board there will be two (2) vacancies on the PCC; one (1) for Transit User and one (1) for a Social Service Provider. The STA staff will also continue to recruit for the additional PCC members and input from the committee is welcomed.

STA staff received a letter of interest from Kyrre Helmersen (Attachment B). Kyrre is a transit user and attended the January PCC meeting. He is currently working at the Independent Living Resource Center as a Resource Specialist and he has experience in using several different forms of public transportation. Kyrre would be representing the PCC as a Transit User.

Recommendation:

Forward a recommendation to the STA Board to appoint Kyrre Helmersen to the Paratransit Coordinating Council as a Transit User.

Attachments:

- A. PCC Membership Status (January 2012)
- B. Kyrre Helmersen's PCC Interest Letter

**Solano County
Paratransit Coordinating Council**

**Membership Status
March-12**

Voting Members	Category	Agency	Appointed	Chair/Vice-Chair
Alicia Roundtree - Chair	Social Service Provider	Independent Living Resource	10/13/2010	1/19/2012
Shannon Nelson - Vice Chair	Member-at-Large	ADA Coordinator - City of Vacaville	9/8/2010	1/19/2012
Richard Burnett	MTC/PAC Representative		1/13/2010	7/16/2010
Jim Williams	Member-at-Large		1/13/2010	1/13/2010
Rachel Ford	Public Agency, Solano County Health and Social Services	Solano County Mental Health	6/9/2010	
Judy Nash	Public Agency, Education-related Services	Solano Community College	4/14/2010	
Shirley Stacy	Transit User		1/18/2011	
Kurt Wellner	Transit User		10/14/2009	
Vacant - seeking 2 members	Social Service Provider			
Vacant - seeking 1 member	Transit User			

To: STA/PCC

1/27/2012

Kyrre Verner Helmersen

I would like to participate in the STA/PCC. As a transit user, for many good reasons.

I have lived n Solano County for 35 Years. I have been & still am a frequent Para-transit rider for over 13 Years now. I have experienced several different forms of public transportation. I have rode Amtrak, Greyhound, Light rail, Fixed route, City link, Ferry, & Paratransit. I would like to share feedback with the council & have the opportunity to express concerns along with suggestions about my experiences as a rider in a wheelchair. I am currently working for Independent Living Resources as a resource specialist in Fairfield, CA. I have assisted many of our consumers with transportation needs in Solano County. I feel I can better inform them on changes in policy & help with understanding this process.

If accepted by council, I will do my best to relay all information obtained by my experiences as honestly & relevant as I can.

Respectfully,

Kyrre Helmersen

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

DATE: March 7, 2012
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Mobility Management Program Plan Status Update

Background:

Development of a Mobility Management Plan is one of the strategies listed in the Solano Transportation Study for Seniors and People with Disabilities. This Study has been approved by the Consortium, TAC and the Solano Seniors and People with Disabilities Advisory Committee. It was presented for final approval by the STA Board in December 2011 and approved. Per the Study, Mobility Management is "short-range planning and management activities and projects for improving coordination among public transportation and other transportation service providers."

The STA Board supports the development of a Solano Mobility Management Plan which includes potential programs for Seniors and People with Disabilities, the County Health and Social Services and First Five Program clients. The Paratransit Coordinating Council and the Solano Seniors and People with Disabilities Transportation Advisory Committee are supportive and requested to be involved in the process.

Discussion:

STA staff released a Request for Qualifications (RFQ) to establish a Pre-Qualified List of Consultants for Project Management services to assist STA staff in several studies and plans this fiscal year. This includes the Solano Mobility Management Plan. STA plans to have a project manager on board to assist with this work in March and release the Request for Proposals (RFP) for the Solano Mobility Management Plan in shortly afterwards. The Project Manager, in preparing for the RFP, may make minor edits to the scope of work for better clarification and understanding.

In preparation of the release of the RFP, STA presented the draft scope of work to the Consortium in November and asked for input. Staff received comments and incorporated them into the scope of work. The scope of work went to the Paratransit Coordinating Council on January 19, 2012 and the Solano Seniors and People with Disabilities Transportation Advisory Committee on January 26, 2012 to receive input before going to the STA Board on March 14, 2012 for final approval. Both committees forwarded a recommendation to the STA Board to approve the Solano Mobility Management Plan scope of work with no changes. STA staff anticipates releasing a Request for Proposal in April 2012.

STA staff is requesting the PCC chair submit a letter of support to Caltrans for the grant application for Job Access Reverse Commute (JARC) funding for the Mobility Management Program that is due March 23, 2012.

Recommendation:

Authorize the PCC Chair to submit Letter of Support for Solano Transportation Authority grant application to Caltrans for Solano County Mobility Management Program.

Attachment:

- A. Solano County Mobility Management Scope of Work

SCOPE OF WORK
for
Solano County Mobility Management Plan

Purpose:

Goal is to coordinate transportation services for older adults, individuals with disabilities, and individuals with low incomes.

The STA completed the first Solano Senior and Disabled Study in June 2004. The second study, Solano County Transportation Study for Seniors and People with Disabilities was recently completed and will be presented to the STA Board for final approval in December 2011. Both studies recommended a further focus on the Solano Mobility Management in Solano County. The Consultant Team will develop a coordinated plan for outreach programs, policies and build local partnership specific to Solano County and work closely with the transit operators and stakeholders in development of implementation plans.

Tasks:

- 1. Confirm Project Goals and Finalize Scope of Services and Work Plan**
- 2. Review Relevant Studies and Related Programs including, but not exclusive to:**
 - a. Solano County Senior and Disabled Transit
 - b. Solano County Transportation Study for Seniors and People with Disabilities
 - c. Taxi Scrip Programs (Intercity and Local)
 - d. Community-Based Transportation Plans in Solano County
 - e. Identify key stakeholders in the County that contribute to the planning, provision, delivery and/or funding of transportation services for Seniors and People with Disabilities and Individual of Low-Income. Present this information in a table that is categorized by function (i.e. Funding, Service Delivery, Service Planning, etc.)
- 3. Identify All Existing Transportation Services Provided in Solano County for Seniors, People with Disabilities and Low Income**
 - a. Inventory services such as, provider's contact information, agency's contact person, cost, hours of operations, who is eligible, wheel chair accessible, how far the service is provided, etc.
 - b. Create a strategy to partner and network with all transportation providers and other stakeholders in Solano County
- 4. Develop an one-stop transportation traveler call center and website to coordinate transportation information**
 - a. Identify and recommend training for staff to refer customers to the appropriate available transportation service
 - b. Provide a detailed description of the different elements of the recommended program, as well as a plan for implementation.
 - c. The implementation plan that would identify the cost, resources, staffing, and other requirements necessary for successful implementation including potential issues with solutions
 - d. Develop policies and procedures for the program
 - e. Identify at least two examples of successful mobility management programs in other counties/communities that share similarities with Solano County such as demographics, geography, resources, and existing programs/services

- f. Recommend a mobility management program for Solano County based on the information gathered in activities 2-4 of this scope of work, as well as on the transportation needs of seniors and people with disabilities identified in the Solano Transportation Study for Seniors and People with Disabilities
 - Provide a detailed description of the different elements of the recommended program, as well as a plan for implementation
 - The implementation plan would identify the cost, resources, staffing, and other requirements necessary for successful implementation
 - Identify the benefits and prioritize

5. Develop Travel Training Programs

- a. Identify different Travel Training Options
- b. Provide a detailed description of the different elements of the recommended program, as well as a plan for implementation.
- c. The implementation plan that would identify the cost, resources, staffing, and other requirements necessary for successful implementation including potential issues with solutions
- d. Identify any partnerships that could be formed that provide similar services
- e. Develop policies and procedures for the program

6. Develop a Countywide ADA Eligibility Process

- a. Identify different options
- b. Provide a detailed description of the different elements of the recommended program, as well as a plan for implementation.
- c. The implementation plan that would identify the cost, resources, staffing, and other requirements necessary for successful implementation including potential issues with solutions
- d. Develop policies and procedures for the program

7. Identify Older Driver Safety Programs and Mobility Workshops in Solano County

- a. Inventory Programs
- b. Describe when offered and contact information
- c. Develop policies and procedures to keep information current

8. Public Outreach

- a. Present findings and seek input from Transit Consortium, Paratransit Coordinating Council, Solano County Seniors, Senior Coalition and People with Disabilities Transportation Advisory Committee

11. Draft Study

- a. Present the existing services and programs
- b. Develop a 1 to 10 year Implementation Plan which will include detail project task, cost and a funding plan
- c. Present to committees and input process
- d. Present Mobility Management Programs
- e. Obtain input from various groups in Solano County prior to the STA Board.

12. Final Study

- a. Finalize the report incorporating input from public and committee review of draft study
- b. Prepare the report for electronic and hard copy distribution.

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

DATE: March 7, 2012
TO: Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12 Update

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the Regional Transportation Planning Agency (RTPA) that all reasonable unmet transit needs have been met.

Solano County is the only county in the Bay Area that has a local jurisdiction using TDA funds for streets and roads. For FY 2010-11, the County of Solano was the only jurisdiction that used TDA funds for streets and roads.

When MTC took final action on the FY 2009-10 Unmet Transit Needs process and concluded that there were no reasonable unmet transit needs, they also took action that directed Rio Vista and the County of Solano to develop a TDA phase out plan. Since MTC took this action, MTC and STA have met with both Rio Vista and County of Solano to discuss the TDA phase out plan. As a result of this, in February 2010 Rio Vista City Council took action directing that Rio Vista no longer use TDA funds for streets and roads beginning FY 2010-11. A strategy to phase the County of Solano out of the Unmet Needs process was approved by the STA Board April 14, 2010. The County of Solano will no longer be claiming funding for streets and roads after FY 2011-12. Therefore, the Unmet Transit Needs process was still required to allow Solano County to claim TDA for streets and roads in FY 2011-12.

The Unmet Transit Needs Hearing was held on Thursday, December 2, 2010 at 6:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers. Based on comments raised at the hearing and the received written comments, MTC staff then selected pertinent comments for Solano County's local jurisdictions for response. The STA coordinates with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. In evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

Discussion:

MTC has summarized the key issues of concern and forwarded them to the STA (Attachment A). The STA staff forwarded a worksheet to each transit operators that identified the issues specific to their operators for a response. The STA staff continues to work with the transit operators to address the issues and coordinate a response to MTC. Staff will report back the PCC with the response to the issues.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs will allow MTC to process the streets and road element of the TDA claims from the County of Solano. For FY 2012, the County's TDA claim for local streets and roads will be held by MTC until this process is completed.

As FY 2011-12 will be the last year the County of Solano uses TDA for streets and roads, the Unmet Needs process will no longer be required in Solano County since no jurisdiction will be using TDA funds for streets and roads.

The following is the draft revised schedule.

Schedule to Submit Response to MTC	
April 18, 2011	Assign the questions to the Transit Operators.
March 9, 2012	Extended Deadline for Transit Operators to provide responses to STA.
March 28, 2012	Consortium and TAC review and approve responses.
April 11, 2012	STA Board review and approval.
April 12, 2012	Submit responses to MTC.
May 9, 2012	Responses are submitted for approval to the Programming and Allocations Committee at MTC.
May 17, 2012	Present issues to the PCC

The streets and roads portion of the County of Solano TDA claim will be processed once the Unmet Needs process is complete.

Recommendation:

Informational.

Attachments:

- A. MTC March 31, 2011 Letter Summarizing FY 2011-12 Unmet Transit Needs



**METROPOLITAN
TRANSPORTATION
COMMISSION**

Joseph P. Bart MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

March 31, 2011

RECEIVED

APR - 1 2011

SOLANO TRANSPORTATION
AUTHORITY

Adrienne J. Tinsley, Chair
San Mateo County

Amy Reits Worth, Vice Chair
Cities of Contra Costa County

Tom Acarabardo
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Dave Cortese
Santa Clara County

Bill Dault
Napa County and Cities

Doreen M. Glotzbil
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Mark Green
Association of Bay Area Governments

Scott Higgerly
Alameda County

Annie W. Haines
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marina County and Cities

Sara Liccardo
Cities of Santa Clara County

Jake Mackenzie
Sanoma County and Cities

Kevin Mills
Cities of San Mateo County

Jon Rubin
San Francisco Mayor's Appointee

Nijan Sertip
State Business, Transportation
and Housing Agency

James R. Shering
Solano County and Cities

Varancy
City and County of San Francisco

Steve Hanning
Executive Director

Ann Ficker
Deputy Executive Director, Policy

Andrew B. Freinier
Deputy Executive Director, Operations

Mr. Daryl Halls
Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

Dear Mr. Halls:

I have reviewed the transcript of the comments received at the Solano County Unmet Transit Needs public hearing held on December 2, 2010, and also reviewed comments contained in correspondence received by MTC during the public comment period. As you know, the recently concluded unmet transit needs public participation process pertains to FY 2011-12 Transportation Development Act (TDA) fund allocations for streets and roads purposes.

Enclosed with this letter is a copy of the transcript of the public hearing, and copies of all correspondence received by MTC as a result of the public participation in the Solano County Unmet Transit Needs process. These materials encompass all comments received by MTC.

Unmet transit needs pertain to the levels and locations of service, fare and transfer policies, and matters related to transit facilities (e.g. bike racks, bus stops) and transit safety. In addition, unmet transit needs include requirements of the Americans with Disabilities Act and the provision of welfare-to-work public transit. The purpose of this hearing, set forth by statutes, is to ascertain those reasonable transit needs not being met by current service in Solano County. Several of the comments made at the hearing or received by MTC are deemed to be minor or are not relevant to specific transit service and the use of TDA funding.

Listed below are the preliminary issues that were raised as part of this year's Solano County Unmet Transit Needs process.

Vallejo

Service Design

- Lack of Glen Cove service;
- Run bus on Hwy. 37 from Vallejo to San Rafael;
- Keep current schedule and lines for the 78 and 76 buses; and
- Route 5 is important for students to get to the Vallejo campus.

Operational and Scheduling Issues

- Better coordination between drivers and dispatchers;
- Scheduling trips, especially timing, is confusing;
- Shorten paratransit transfers;
- Problem with canceled paratransit trip;
- Driver not wanting to tie wheelchair down;
- General issues with driver's treatment of passengers;
- Drivers drive a little rough for some passengers; and
- Make transit more senior friendly e.g. with the use of 'transit ambassadors' and transit training.

Fairfield

Service Design

- Routing issues of DART service;
- Route 20 could run later to match route 90;
- Would like to see one pass in use not multiple passes;
- Extra bus stop needed at business center in Cordelia;
- Cordelia underserved by transit;
- Improve Red Top Road Park and Ride;
- Direct bus to San Francisco;
- Concerns about transit for seniors in Green Valley;
- Keep Fairfield Taxi program;
- Expand Capitol Corridor schedule;
- Extend hours of current FAST schedule extended to at least 10:00 PM;
- Need for Sunday service;
- Lack of good transportation for elderly;
- Lack of bus stops on bus lines;
- Bus stops too far apart; and
- Need to create a regional code of bus etiquette.

Operational and Scheduling Issues

- Reduction from 7 to 5 buses makes reservations more difficult (DART);
- Some dispatchers are not customer friendly;
- Lack of professionalism on phone by dispatchers;
- Drivers need more training to be sensitive to needs of passengers; and
- Travel times and transfers make service inconvenient.

Capital Improvements

- Need more bus stations (shelters);
- Better signage for bus system;
- Need for bus shelters;
- More curb cuts at stops/stations;
- Increased capacity for bikes on buses; and
- More conveniently located and more easily accessible bus stops.

Vacaville

Service Design

- Keep bus line #3; needed to get to work;
- Need local buses after 6:30 p.m. to Solano College; and
- Needs bus service on Sundays to go to church.

Operational and Scheduling Issues

- Buses need to run later and connect better with #20 and #30.

Capital Improvements

- More bus stations (shelters);
- Repair Vacaville bus shelters, some stops have no shelters;
- Include public restrooms in any new transit plaza planning;
- Build bus shelters and benches; and
- Need directional bus stop signs.

Benicia

Service Design

- Need for direct bus between Benicia and Glen Cove Shopping Center.

The list above summarizes all *relevant* comments made through this year's unmet transit needs process without regard to the merit or reasonableness of the comment or request. However comments deemed to be minor or not relevant to specific transit service and the use of TDA funding were not included. These would include the following types of comments:

- Comments regional in nature and not germane to the use of TDA funds for streets and

roads purposes (e.g., extending BART to Vallejo)

- Comments already identified in last year's unmet transit needs process and addressed satisfactorily by the Solano Transportation Authority (STA) response.
- Incidents (e.g., tardiness of a bus or paratransit van; behavior of a particular driver) do not rise to the level of an unmet transit need; unless, public comment reveals a pattern to such incidents that might warrant policy or operational changes. Other "minor" issues include better distribution of transit information, better information on the location of late paratransit vehicles, minor delays in picking up passengers etc. While these comments are important to the comfort and convenience of the transit systems' patrons, they are not unmet transit needs. MTC is confident that the STA, working with the transit operators, can address these issues.
- Finally, general transportation issues such as the economics of automobile use, the transportation impacts of land-use decisions, and the priorities of federal gas tax revenues, etc. which are not directly germane to specific transit services in Solano County are not considered to be relevant to the unmet transit needs process.

The next step in the unmet transit needs process is for a review of the preliminary issues by Solano Transportation Authority staff, in cooperation with staff members of the city and county jurisdictions in Solano County. Please provide us with an evaluation of each of the issues. Your response, as well as a description of the approach the cities and County intend to take in addressing these issues, will help us develop recommendations in a complete and fair manner. Authority staff should provide MTC with substantive information supporting one of the following for each issue:

1. that an issue has been addressed through recent changes in service; or
2. that an issue will be addressed by changes in service planned to take place between now and the end of fiscal year 2010-11; or
3. that the service changes required to address an issue have been recently studied and determined not reasonable based on locally established standards; or
4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it; or that an issue has not been addressed through recent or planned service changes, nor recently studied.

"Substantive information" supporting categories (1), (2) or (3) above could include reports to the Solano Transportation Authority Board describing recent or planned changes in service; citation to a recently completed study such as a Short Range Transit Plan or a Countywide Transportation Plan; or, a short narrative describing how the issue was or will be addressed. Any issues which fall into category (4) will be considered by MTC staff for recommendation to the MTC Programming and Allocations Committee (PAC) as an unmet transit need.

Pursuant to MTC Resolution No. 2380, we will present our staff recommendation to MTC's PAC identifying those issues that the cities and County must address prior to MTC's

March 31, 2010
Page 5 of 5

consideration of FY 2011-12 TDA fund requests for streets and roads purposes. Receipt of your responses are requested one month prior to our PAC meeting date (second Wednesday of the month) to include this item on the PAC agenda. Please contact me or Bob Bates of my staff at (510) 817-5733 if you have any questions.

Sincerely,



Alix A. Bockelman
Director, Programming and Allocations Section

Enclosures

cc (without enclosures):

Jim Spering, MTC Commissioner
Gene Cortright, City of Fairfield
Gary Leach, City of Vallejo
Rod Moresco, City of Vacaville
Robert Sousa, City of Benicia
Jeff Matheson, City of Dixon
Morrie Barr, City of Rio Vista
Dan Kasperson, City of Suisun City
Paul Weise, County of Solano
Jamie Johnson, Chair, Solano County PCC (c/o Elizabeth Richards, STA)

J:\PROJECT\Funding\TDA-STA Administration\Unmet Transit Needs\UTN FY12 (Dec 2010)\UTN Issue Letter March 2011.doc

THIS PAGE INTENTIONALLY LEFT BLANK

20

PCC

DATE: March 7, 2012
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: 2012 Lifeline Call for Projects

Background/Discussion:

Metropolitan Transportation Commission (MTC) released a Call for Projects for the Third Cycle of the Lifeline Transportation Program. The Lifeline Program for Solano County is administered through the Solano Transportation Authority (STA) which is responsible for soliciting applications and conducting a project selection process.

The Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of Solano County as identified in Community-Based Transportation Plan (CBTP) or other substantive local planning efforts involving focused outreach to low-income populations. Eligible applicants for Lifeline funds are transit operators, Cities and Solano County, operators of public transportation services, state or local governmental authority, and other entities, under an agreement with an eligible recipient. Additionally, each of the three Lifeline Funding sources has additional program requirements. Please see the attachments for application, funding, details on guidelines, scoring criteria, and civil rights requirements. (Attachment A).

The estimated amount of available Lifeline funding is reflected as follows:

\$1,227,270: State Transit Assistance Funds (STAF) over two years
\$1,547,328: Proposition 1B funds over three years
\$ 521,368: Surface Transportation Program (STP) over one year beginning in 2013
\$3,295,966 TOTAL

Request for Proposition 1B Lifeline funds were due to STA by February 15, 2012 and applications for State Transit Assistance Funds (STAF) and Surface Transportation Program (STP) funds are due to STA by April 4, 2012 (Attachment B).

STA staff will be presenting to the STA Board a recommendation to appoint a Lifeline Committee on March 14, 2012.

Recommendation:

Informational.

Attachments:

A. Program Guidelines and Funding

Date: December 21, 2011
W.I.: 1311
Referred by: PAC

Attachment A
MTC Resolution No. 4033
Page 1 of 16

Third Cycle Lifeline Transportation Program Guidelines and Funding FY 2011 through FY 2013

Program Goals: The Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, and are expected to carry out the following regional Lifeline Program goals:

The Lifeline Program supports community-based transportation projects that:

- Are developed through a collaborative and inclusive planning process that includes broad partnerships among a variety of stakeholders such as public agencies, transit operators, community-based organizations and other community stakeholders, and outreach to underrepresented stakeholders.
- Improve a range of transportation choices by adding a variety of new or expanded services including but not limited to: enhanced fixed route transit services, shuttles, children's programs, taxi voucher programs, improved access to autos, and capital improvement projects.
- Address transportation gaps and/or barriers identified in Community-Based Transportation Plans (CBTP) or other substantive local planning efforts involving focused outreach to low-income populations. While preference will be given to community-based plan priorities, strategies emerging from countywide or regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable.
- Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding projects. Existing transportation services may also be eligible for funding.

Program Administration: The Lifeline Program will be administered by county congestion management agencies (CMAs) or other designated county-wide agencies as follows:

County	Lifeline Program Administrator
Alameda	Alameda County Transportation Commission
Contra Costa	Contra Costa Transportation Authority
Marin	Transportation Authority of Marin
Napa	Napa County Transportation Planning Agency
San Francisco	San Francisco County Transportation Authority
San Mateo	City/County Association of Governments
Santa Clara	Santa Clara Valley Transportation Authority and Santa Clara County
Solano	Solano Transportation Authority
Sonoma	Sonoma County Transportation Authority

Lifeline Program Administrators are responsible for soliciting applications for the Lifeline Program. This requires a full commitment to a broad, inclusive public involvement process and using multiple methods of public outreach. Methods of public outreach include, but are not limited to highlighting the program and application solicitation on the CMA website; sending targeted postcards and e-mails to local community-based organizations, city departments, and non-profit organizations (particularly those that have previously participated in local planning processes); and contacting local elected officials and their staffs. Further guidance for public involvement is contained in MTC's Public Participation Plan.

For the selection of projects involving federal funds, Lifeline Program Administrators must also consider fair and equitable solicitation and selection of project candidates in accordance with federal Title VI requirements, i.e. funds must be distributed without regard to race, color, and national origin.

Fund Availability: Fund sources for the Third Cycle Lifeline Program (FY2010-2011 to FY2012-2013) include State Transit Assistance (STA), Proposition 1B - Transit funds, Job Access and Reverse Commute (JARC), and Surface Transportation Program (STP), as shown in Table A. Note that MTC may apply Congestion Mitigation and Air Quality Improvement (CMAQ) funds instead of STP to CMAQ-eligible projects, and references throughout these guidelines to "STP" should be considered as "STP or CMAQ". Funding for STA, JARC¹, and STP will be assigned to counties by each fund source, based on the county's share of the regional poverty population consistent with the estimated distribution outlined in Table B. Note that the county shares were updated using 2010 census data which resulted in some shifts compared to previous Lifeline cycles. Lifeline Program Administrators will assign funds to eligible projects in their counties based on a competitive process to be conducted by the Lifeline Program Administrators in each county. Proposition 1B funding will be assigned by MTC directly to transit operators and counties based on a formula that distributes half of the funds according to the transit operators' share of the regional low-income ridership and half of the funds according to the transit operators' share of the regional low-income population. The formula distribution is shown in Table C. All funded projects must meet the eligibility requirements of the respective funding source. See Appendix 1 for detailed eligibility requirements by fund source.

¹ Consistent with federal JARC guidance, MTC may set aside up to five percent of the region's FY11, FY12 and FY13 JARC apportionments to fund administration, planning and technical assistance.

MTC will set aside up to \$1 million in STA funds toward the development and implementation of a regional means-based discount. In Phase 1 of the means-based discount project, MTC will develop the regional concept, including identifying who is eligible, costs, funding, relationship to other discounts, etc. MTC will convene a regional Technical Advisory Committee to assist with scope development and project oversight. Depending on the results of Phase 1, any remaining funds from the \$1 million set-aside will be used for implementation activities.

Multi-Year Programming: The Third Cycle Lifeline Transportation Program will cover a three-year programming cycle, FY2010-2011 to FY2012-2013.

Competitive Process: Projects must be selected through an open, competitive process with the following exceptions:

(1) In an effort to address the sustainability of fixed-route transit operations, Lifeline Program Administrators may elect to allocate some or all of their STA funds directly to transit operators for Lifeline transit operations within the county. Projects must be identified as Lifeline projects before transit operators can claim funds, and will be subject to Lifeline Program reporting requirements.

(2) In most cases, Proposition 1B Transit funds will be allocated directly to transit operators by MTC, due to the limited eligibility and uses of this fund source. Upon concurrence from the applicable governing board of the CMA, transit operators may program funds to any capital project that is consistent with the Lifeline Program and goals, and is eligible for this fund source. Transit operators are encouraged to consider needs throughout their service area. Projects must be identified as Lifeline projects before transit operators can claim funds, and, at the discretion of the Lifeline Program Administrators, may be subject to Lifeline Program reporting requirements. For Solano and Sonoma counties, Proposition 1B funds are being directed to the CMA, who should include these funds in the overall Lifeline programming effort (keeping in mind the limited sponsor and project eligibility of Proposition 1B funds).

Other exceptions may be considered by MTC on a case-by-case basis but must meet the guidelines/restrictions of the applicable fund sources. LPAs should contact MTC staff as early as possible for any exception requests.

Grant Application: To ensure a streamlined application process for project sponsors, a universal application form (or standard format and content for project proposals) will be used, but, with review and approval from MTC, may be modified as appropriate by the Lifeline Program Administrator for inclusion of county-specific grant requirements.

Applicants with multi-county projects must notify the relevant Lifeline Program Administrators and MTC about their intent to submit a multi-county project, and submit copies of their application to all of the relevant counties. If the counties have different application forms, the applicant can submit the same form to all counties, but should contact the Lifeline Program Administrators to determine the appropriate form. If the counties have different application deadlines, the applicant should adhere to the earliest deadline. The Lifeline Program Administrators will work together to score and rank the multi-county projects, and, if selected, to

determine appropriate funding. (Note: Multi-county operators with projects that are located in a single county need only apply to the county where the project is located.)

Program Match: The Lifeline Program requires a minimum local match of 20% of the total project cost; new Lifeline Transportation Program funds may cover a maximum of 80% of the total project cost.

There are two exceptions to the 20% match requirement:

(1) JARC operating projects require a 50% match. However, consistent with MTC's approach in previous funding cycles, Lifeline Program Administrators may use STA funds to cover the 30% difference for projects that are eligible for **both** JARC and STA funds.

(2) All auto-related projects require a 50% match.

Project sponsors may use certain federal or local funding sources (Transportation Development Act, operator controlled State Transit Assistance, local sales tax revenue, etc.) to meet the match requirement. The match may include a non-cash component such as donations, volunteer services, or in-kind contributions as long as the value of each is documented and supported, represents a cost that would otherwise be eligible under the program, and is included in the net project costs in the project budget.

For JARC projects, the local match can be *non*-Department of Transportation (DOT) federal funds. Eligible sources of non-DOT federal funds include: Temporary Assistance to Needy Families (TANF), Community Services Block Grants (CSBG) and Social Services Block Grants (SSBG) administered by the US Department of Health and Human Services or Community Development Block grants (CDBG) and HOPE VI grants administered by the US Department of Housing and Urban Development (HUD). Grant funds from private foundations may also be used to meet the match requirement.

Eligible Projects: Per the requirements set forth in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), projects selected for funding under the JARC program must be "derived from a locally developed, coordinated public transit-human services transportation plan", and the plan must be "developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public." A locally developed, coordinated, public transit-human services transportation plan ("coordinated plan") identified the transportation needs of individuals with disabilities, older adults, and people with low incomes, and provides strategies for meeting those local needs. The Bay Area's Coordinated Plan was adopted in December 2007 and is available at <http://www.mtc.ca.gov/planning/pths/>. The plan includes a low-income component and an elderly and disabled component.

Eligible operating projects, consistent with requirements of funding sources, may include (but are not limited to) new or enhanced fixed route transit services, restoration of lifeline-related transit services eliminated due to budget shortfalls, shuttles, children's transportation programs,

taxi voucher programs, improved access to autos, etc. See Appendix 1 for additional details about eligibility by funding source.

Eligible capital projects, consistent with requirements of funding sources, include (but are not limited to) purchase of vehicles; bus stop enhancements, including the provision of bus shelters, benches, lighting or sidewalk improvements at or near transit stops; rehabilitation, safety or modernization improvements; or other enhancements to improve transportation access for residents of low-income communities. See Appendix 1 for additional details about eligibility by funding source.

Eligible planning projects, consistent with requirements of funding sources, include (but are not limited to) planning assistance for updating Community-Based Transportation Plans (CBTP), consolidated transportation services planning, and bicycle and pedestrian planning projects. CBTP updates are eligible for STP funding provided the following conditions are met: 1) All of the previously identified CBTPs in the county have been completed²; 2) The county has identified a lead agency to update the status of existing plans, needs, and projects, and to track implementation of projects over time; 3) A county-led process involving multiple stakeholders has established a way to set priorities for plan updates within the county (e.g., oldest first, largest populations, highest percentage of implemented projects); 4) Communities getting plan updates must be identified as Communities of Concern (CoCs) as part of the Plan Bay Area process to have priority, but countywide updates will be considered in counties with either no CoCs or with more than two-thirds of the county low-income population residing outside designated CoCs. Counties may decide whether and/or how to prioritize CBTP updates over other eligible uses such as bicycle and pedestrian projects. See Appendix 1 for additional details about eligibility by funding source.

Transportation needs specific to elderly and disabled residents of low-income communities may also be considered when funding Lifeline projects.

Project Selection/Draft Program of Projects: MTC is the designated recipient for the Bay Area's large Urbanized Area (UA) funding apportionment of JARC funds. Caltrans is the designated recipient for California's small and non-UA funding apportionment of JARC funds. As the designated recipient, MTC is responsible for ensuring a competitive selection process to determine which projects should receive funding. For the large UA apportionment, the competitive selection is conducted on a county-wide basis. For the small and non-UA apportionment, the competitive selection is conducted by Caltrans.

For the MTC process, standard evaluation criteria will be used to assess and select projects. The six criteria include (1) project need/goals and objectives, (2) community-identified priority, (3) implementation plan and project management capacity, (4) coordination and program outreach, (5) cost-effectiveness and performance indicators, and (6) project budget/sustainability.³

² Because funding has been available for completing the region's remaining CBTPs since 2008, counties who have not completed all of their existing plans will not be eligible for any plan update funds. MTC's expectation is that all CBTPs will be complete by the end of this cycle.

³ For future cycles of the Lifeline Transportation Program, transit operations projects will need to be consistent with recommendations stemming from MTC's Transit Sustainability Project. See <http://www.mtc.ca.gov/planning/tsp/>

Lifeline Program Administrators may establish the weight to be assigned for each criterion in the assessment process.

Additional criteria may be added to a county program but should not replace or supplant the regional criteria. MTC staff will review the proposed county program criteria to ensure consistency and to facilitate coordination among county programs.

Each county will appoint a local review team of CMA staff, the local low-income or minority representative from MTC's Policy Advisory Council, and representatives of local stakeholders, such as, transit operators, other transportation providers, community-based organizations, social service agencies, and local jurisdictions, to score and select projects. Counties are strongly encouraged to appoint a diverse group of stakeholders for their local review team. Each county will assign local priorities for project selection.

In funding projects, preference will be given to strategies emerging from local CBTP processes or other substantive local planning efforts involving focused outreach to low-income populations. Projects included in countywide regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan or other documented assessment of need within the designated communities of concern will also be considered. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable. Regional Lifeline funds should not supplant or replace existing sources of funds.

A full program of projects is due to MTC from each Lifeline Program Administrator on May 15, 2012. However, with state and federal funding uncertainties, sponsors with projects selected for FY2013 JARC funds should plan to defer the start of those projects until the funding is appropriated and secured. Lifeline Program Administrators, at their discretion, may opt to prioritize high scoring projects with FY2011 and FY2012 funds. MTC staff will work with Lifeline Program Administrators on this sequencing; more will be known about the FY2013 funds near the end of calendar year 2012.

Project Delivery: All projects funded under the county programs are subject to MTC obligation deadlines and project delivery requirements. STP funds are subject to all of the delivery requirements in MTC Res. 3606. All projects will be subject to a "use it or lose it" policy. Beginning this cycle, MTC is adding a project delivery requirement that project sponsors must expend the Lifeline Transportation funds within three years of the grant award or execution of subrecipient agreement with MTC, whichever is applicable.

Policy Board Adoption: Prior to the programming of funds to any project, MTC requires that the project sponsor adopt and submit a resolution of local support. Projects recommended for STA, JARC and STP funding must be submitted to and approved by the respective governing board of the Lifeline Program Administrator. Projects funded with Proposition 1B Transit funds must have concurrence from the applicable CMA; furthermore, Caltrans requires that Proposition 1B - Transit projects either be consistent with the project sponsor's most recent short-range transit plan (SRTP), as evidenced by attaching the relevant SRTP page to the allocation request, or be accompanied by a certified Board Resolution from the project sponsor's governing board. For all

funds, the appropriate governing board shall resolve that approved projects not only exemplify Lifeline Program goals, but that the local project sponsors understand and agree to meeting all project delivery, funding match and eligibility requirements, and obligation and reporting deadlines and requirements.

Project Oversight: For Lifeline projects funded by STA, JARC, and STP, Lifeline Program Administrators are responsible for programmatic and fiscal oversight, and for ensuring projects meet MTC obligation deadlines and project delivery requirements. In addition, Lifeline Program Administrators will ensure that projects substantially carry out the scope described in the grant applications for the period of performance, and are responsible for approving reimbursement requests, budget changes, and scope of work changes, prior to MTC's authorization. All scope changes must be fully explained and must demonstrate consistency with Lifeline Program goals. Any changes to JARC or STP funded projects must be reported to MTC and reconciled with FTA (or FHWA, as applicable for STP funds).

For projects funded by Proposition 1B, the Lifeline Program Administrators are encouraged to continue coordination efforts with the project sponsors if they feel that it would be beneficial toward meeting the Lifeline goals; however, this may not be necessary or beneficial for all Proposition 1B projects.

See appendix 1 for detailed accountability and reporting requirements by funding source.

As part of the Call for Projects, applicants will be asked to establish project goals, and to identify basic performance indicators to be collected in order to measure the effectiveness of the Lifeline projects. At a minimum, performance measures for service-related projects would include: documentation of new "units" of service provided with the funding (e.g., number of trips, service hours, workshops held, car loans provided), cost per unit of service, and a qualitative summary of service delivery procedures employed for the project. For capital projects, project sponsors are responsible for establishing milestones and reporting on the status of project delivery. For planning projects, project sponsors are responsible for establishing a schedule of deliverables related to the project. Project sponsors are responsible for satisfying all reporting requirements, as referenced in Appendix 1. Lifeline Program Administrators will forward all reports containing performance measures to MTC for review and overall monitoring of the Lifeline Transportation Program.

Fund Administration:

For projects receiving JARC Funds: MTC will enter all projects into the Transportation Improvement Program (TIP). For projects sponsored by non-Federal Transit Administration (FTA) grantees, e.g., nonprofits or other local government entities, MTC will enter projects into MTC's FTA grant planned to be submitted in fall 2012. Following FTA approval of the grant, MTC will enter into funding agreements with subrecipients. Transit operators who are FTA grantees will act as direct recipients, and will submit grant applications to FTA directly. MTC reserves the right to reprogram funds if direct recipients fail to obligate the funds through grant submittal and FTA approval within 12 months of program approval. See Appendix 2 for federal compliance requirements.

For projects receiving STA funds: For transit operators receiving STA funds, MTC will allocate funds directly through the annual STA claims process. For other STA eligible projects administered by sponsors who are not STA eligible recipients, the project sponsor is responsible for identifying a local transit operator who will act as a pass-through for the STA funds, and will likely seek to enter into a funding agreement directly with the project sponsor.

For projects receiving Proposition 1B Transit Funds: Project sponsors receiving Proposition 1B funds must submit a Proposition 1B application to MTC for submittal to Caltrans with prior review by MTC. The estimated due date to Caltrans is June 1, 2012. The state will distribute funds directly to the project sponsor. Note that although the Proposition 1B Transit Program is intended to be an advance-payment program, actual disbursement of funds is dependent on the State budget and State bond sales.

For projects receiving STP funds: Projects must comply with the provisions of the Cycle 2 STP/CMAQ programming guidelines and program adoption, and project sponsors must submit a Local Resolution of Support (template located on MTC's Website at: <http://www.mtc.ca.gov/funding/STPCMAQ/>) meet all of the delivery requirements in MTC Resolution 3606 (located on MTC's Website at: <http://www.mtc.ca.gov/funding/delivery/>) and STP funds must be obligated by the Federal Highway Administration (FHWA) or transferred to FTA by April 30, 2014. Furthermore, the following provisions apply accordingly:

- Transit operators who are FTA grantees will act as direct recipients, and will enter projects into the TIP, request FHWA transfers through Caltrans and submit grant applications to FTA directly. MTC reserves the right to reprogram funds if direct recipients fail to obligate the funds through grant submittal and FTA approval within 18 months of MTC approval of the project.
- For non-FTA grantees with transit projects, the CMA (or appropriate agency) will enter projects into the TIP, request a transfer of funds from FHWA to FTA, and include the projects into an FTA grant for submittal in spring 2013. Following FTA approval of the grant, the CMA or appropriate agency will execute funding agreements with the implementing entity.
- Local non-transit agencies with non-transit projects (e.g., planning, bicycle, and pedestrian projects) will receive the funding directly, and will enter projects into the TIP and submit obligation/authorization requests through Caltrans to FHWA. (See Appendix 2 for federal compliance requirements.)

Timeline Summary

Program	Action	Date
JARC/STA/STP	MTC issues guidelines to counties	December 21, 2011
Prop 1B	Transit operators submit draft project lists to CMAs	February 15, 2012
Prop 1B	Allocation requests due to MTC (concurrence from the CMA is required)	April 11, 2012
Prop 1B	MTC & transit operators submit TIP amendments	End of April – Deadline TBD
Prop 1B	Commission approval of Prop 1B projects	May 23, 2012
Prop 1B	MTC submits FY11 request to Caltrans	June 1, 2012
JARC/STA/STP	Board-approved programs due to MTC from CMAs	May 15, 2012
JARC/STA/STP	MTC and transit operators submit TIP Amendments	June/July 2012 – Deadline TBD
JARC/STA/STP	Commission approval of Program of Projects	June 27, 2012
STA	Operators can file claims for FY12 and FY13	After Commission Approval
JARC	MTC and transit operators submit FTA grants with FY11 and FY12 JARC projects	November/December 2012 (following TIP approval)
JARC	FY11 and FY12 JARC-funded project sponsors enter into funding agreements	January/February 2013 (following FTA grant approval)
JARC/STP	MTC confirms availability of FY13 funds; MTC and transit operators submit TIP Amendments for FY13 projects	Winter/Spring 2013 (est.)
JARC/STP	MTC and transit operators submit FTA grant or FHWA obligation request with FY13 projects	Spring/Summer 2013 (following TIP approval)
JARC/STP	FY13 project sponsors enter into funding agreements (if applicable)	Summer/Fall 2013 (following FTA grant approval)
STP	Deadline for STP funds to be obligated or transferred to FTA	April 30, 2014

**Table A – Lifeline Transportation Program
Third Cycle Funding
FY2010-11 through FY2012-13**

Fund Source	FY2011 Actual (Programmed in Cycle 2)	FY2012 Estimate	FY2013 Estimate	Total
STA ¹	\$ 46,519,967	\$ 11,673,561	\$ 11,907,032	\$ 23,580,593
Prop 1B ²	\$ -	\$ -	\$ -	\$ 46,519,967
JARC ³	\$ 2,562,648	\$ 2,562,648	\$ 2,562,648	\$ 7,687,944
STP ⁴	\$ -	\$ -	\$ 8,971,587	\$ 8,971,587
Total	\$ 49,082,615	\$ 14,236,209	\$ 23,441,267	\$ 86,760,091

Notes:

- (1) FY2011 STA Funds were programmed in Cycle 2. The FY2011-12 STA Estimates reflect the \$413.2 million in the FY2011-12 State Budget. The FY2012-13 STA estimates assume 2% growth.
- (2) FY2011 Prop 1B appropriations represent three years of funding.
- (3) Consistent with federal JARC guidance, MTC may set aside five percent of the region's FY11, FY12 and FY13 apportionment to fund administration, planning and technical assistance. Amounts shown here are prior to any MTC set-aside.
- (4) STP funds are available to the Lifeline Program starting in FY13, as part of MTC's "Resolution 3814 payback" being implemented in the 2nd cycle STP/CMAQ program (proposed One Bay Area Grants). Note that MTC may apply Congestion Mitigation and Air Quality Improvement (CMAQ) funds instead of STP to CMAQ-eligible projects, and references to "STP" should be considered as "STP or CMAQ."

Table B – Estimated Funding Target by Fund Source per County

County & Share of Regional Low Income Population	FY2011		FY2012		FY2013		Total
	STA ¹	JARC ²	STA	JARC ²	STA	JARC ²	
Alameda	23.7%	685,806	2,653,456	685,806	2,708,899	685,806	9,550,312
Contra Costa	13.4%	387,331	1,498,625	387,331	1,529,939	387,331	5,393,849
Marin	2.6%	75,235	291,094	75,235	297,176	75,235	1,047,704
Napa	2.2%	-	245,095	-	250,216	-	692,105
San Francisco	13.1%	378,258	1,463,520	378,258	1,494,100	378,258	5,267,499
San Mateo	7.6%	218,838	846,709	218,838	864,401	218,838	3,047,472
Santa Clara	23.7%	561,175	2,650,265	561,175	2,705,643	561,175	9,167,409
Solano	5.8%	-	649,332	-	662,900	-	1,893,601
Sonoma	7.8%	127,873	875,465	127,873	893,757	127,873	2,855,777
MTC - Means-Based Discount Project		-	500,000	-	500,000	-	1,000,000
MTC - Admin, Planning, Technical Assistance ²		128,132	-	128,132	-	128,132	384,397
Total	100.0%	2,562,648	11,673,561	2,562,648	11,907,032	2,562,648	40,240,123

(1) FY2011 STA Funds were programmed in Cycle 2
 (2) Consistent with federal JARC guidance, MTC will set aside five percent of the region's FY11, FY12 and FY13 apportionment to fund administration, planning and technical assistance Grants). Note that MTC may apply Congestion Mitigation and Air Quality Improvement (CMAQ) funds instead of STP to CMAQ-eligible projects, and references to "STP" should be considered as "STP or CMAQ."
 (3) STP funds are available to the Lifeline Program starting in FY13, as part of MTC's "Resolution 3814 payback" being implemented in the 2nd cycle STP/CMAQ program (proposed One Bay Area Grants). Note that MTC may apply Congestion Mitigation and Air Quality Improvement (CMAQ) funds instead of STP to CMAQ-eligible projects, and references to "STP" should be considered as "STP or CMAQ."

Table C – Estimated Funding Target for Proposition 1B Transit Funds per Transit Operator and County

Transit Operator & Hybrid Formula (Share of Regional Low Income Ridership & Share of Regional Low Income Population) ²	Prop 1B ¹		Total
	FY2011	FY2012	
AC Transit	8,403,487	-	8,403,487
BART	8,173,010	-	8,173,010
County Connection (CCCTA)	484,534	-	484,534
Golden Gate Transit/Marin Transit	1,477,729	-	1,477,729
Wheels (LAVTA)	240,910	-	240,910
Muni (SFMTA)	11,723,430	-	11,723,430
SamTrans	2,272,697	-	2,272,697
Tri Delta Transit (ECCTA)	327,019	-	327,019
VINE (NCTPA)	597,647	-	597,647
VTA	9,186,049	-	9,186,049
WestCat (WCCTA)	147,335	-	147,335
Solano County Operators	1,547,328	-	1,547,328
Sonoma County Operators	1,938,791	-	1,938,791
Total	46,519,967	-	46,519,967

(1) FY2011 Prop 1B appropriations represent three years of funding.
 (2) Only transit operators who have previously received Proposition 1B Lifeline funds are included in the formula distribution

Appendix 1
Lifeline Transportation Program Third Cycle Funding

Funding Source Information

	State Transit Assistance (STA)	Proposition 1B – Transit	Job Access and Reverse Commute (JARC)	Surface Transportation Program (STP)
Purpose of Fund Source	To improve existing public transportation services and encourage regional transportation coordination	To help advance the State's goals of providing mobility choices for all residents, reducing congestion, and protecting the environment	To improve access to transportation services to employment and related activities for welfare recipients and eligible low-income individuals	To fund highway improvements, including projects on eligible public roads, transit capital projects, and intracity/intercity bus terminals and facilities.
Detailed Guidelines	http://www.dot.ca.gov/hq/MassTrans/Doss-Pdfs/IDA2007Work.pdf	www.mtc.ca.gov/funding/infrastructure/PTMISEA_12-05-07.PDF	www.ftwa.dot.gov/documents/FTA_C_9050.1_JARC.pdf	http://www.ftwa.dot.gov/programadmin/13005.cfm
Use of Funds	For public transportation purposes including community transit services	For public transportation purposes	For transportation services that meet the transportation needs of low-income persons	For public transportation purposes
Eligible Recipients	<ul style="list-style-type: none"> ▪ Transit operators ▪ Cities and Counties if eligible to claim TDA ▪ MTC for regional coordination ▪ Other entities, under an agreement with an eligible recipient 	Transit operators or local agencies that are eligible to receive STA funds, as listed by State Controller's Office	<ul style="list-style-type: none"> ▪ Operators of public transportation services, including private operators of public transportation services ▪ Private non-profit organizations ▪ State or local governmental authority 	<ul style="list-style-type: none"> ▪ Operators of public transportation services. ▪ State or local governmental authority
Eligible Projects	<p>Transit Capital and Operations, including:</p> <ul style="list-style-type: none"> ▪ New, continued or expanded fixed-route service ▪ Purchase of vehicles ▪ Shuttle service if available for use by the general public ▪ Purchase of technology (i.e. GPS, other ITS applications) ▪ Capital projects such as bus stop improvements, including bus benches, shelters, etc. ▪ Various elements of mobility management, if consistent with STA program purpose and allowable use. These may include planning, coordinating, capital or operating activities. 	<p>Transit Capital (including a minimum operable segment of a project) for:</p> <ul style="list-style-type: none"> ▪ Rehab, safety, or modernization improvements ▪ Capital service enhancements or expansions ▪ New capital projects ▪ Bus rapid transit improvements ▪ Rolling stock procurement, rehab, or replacements <p>Projects must be consistent with most recently adopted short-range transit plan or other publicly adopted plan that includes transit capital improvements.</p>	<p>Capital and Operating projects including:</p> <ul style="list-style-type: none"> ▪ Services (e.g. late-night & weekend, shuttles) ▪ Ridesharing and carpooling ▪ Transit-related aspects of bicycling ▪ Local car loan programs ▪ Marketing ▪ Certain pedestrian and bicycle projects ▪ Administration and expenses for voucher programs ▪ ITS, AVL, etc. for improving scheduling and dispatch ▪ Mobility management <p>Projects must be derived from the regionally-adopted Coordinated Public Transit-Human Services Transportation Plan.</p>	<p>Capital and Planning projects including:</p> <ul style="list-style-type: none"> ▪ Public transit capital improvements ▪ Rehab, safety, or modernization improvements ▪ Pedestrian and bicycle facilities ▪ Transportation planning activities ▪ Community-Based Transportation Plan updates ▪ Consolidated transportation services planning

	State Transit Assistance (STA)	Proposition 1B – Transit	Job Access and Reverse Commute (JARC)	Surface Transportation Program (STP)
Lifeline Program Local Match	20%	20%	<ul style="list-style-type: none"> 50% for operating projects (may use STA funds to cover up to 30% if project is eligible for both JARC and STA) 50% for auto projects 20% for capital projects 	20%
Estimated timing for availability of funds to project sponsor	<ul style="list-style-type: none"> Transit operators and eligible cities and counties can initiate claims for FY12 and FY13 funds immediately following MTC approval of program of projects for current fiscal year funds. For “other entities”, the eligible recipient acting as fiscal agent will initiate a funding agreement following MTC approval of program of projects. Funds will be available on a reimbursement basis after execution of the agreement. 	<p>Project sponsors must submit a Proposition 1B application to MTC for submittal to Caltrans by April 11, 2012. Disbursement timing depends on bond sales.</p>	<p>For FY11 and FY12 funds, following MTC approval of the program of projects, there will be a 3-6 month process of entering projects in the TIP, applying for the FTA grant, FTA review and award. Following FTA award, there will be an additional 3 month process of entering into funding agreements with the non-FTA recipient project sponsors. Funds will be available on a reimbursement basis after execution of agreements. For FY13 funds, the 6-9 month process of entering projects in the TIP, applying for the FTA grant, and entering into funding agreements will start as soon as the funds are appropriated and secured (approximately Spring 2013).</p>	<p>For transit projects: After approval by the Commission, the sponsor will enter projects in the TIP, apply to FHWA for a funds transfer to FTA, apply for the FTA grant, FTA review and award. Following FTA award, there will be an additional process of entering into funding agreements with the non-FTA recipient project sponsors. Funds will be available on a reimbursement basis after execution of agreements.</p> <p>For local agencies with non-transit projects (e.g., bicycle and pedestrian facilities): After project approval by the MTC Commission, the sponsor will enter projects in the TIP, followed by submitting the obligation requests to FHWA. Project sponsors cannot spend STP funds until after they receive FHWA authorization.</p>
Accountability & Reporting Requirements	<ul style="list-style-type: none"> Transit operators and eligible cities and counties must submit annual performance (i.e., ridership) statistics for the project, first to Lifeline Program Administrators for review, and then to MTC along with annual claim. Depending on the arrangement with the pass-through agency, “other entities” will likely submit quarterly performance reports with invoices, first to the pass-through agency for reimbursement, and then to Lifeline Program Administrators for review. 	<p>Using designated Caltrans forms, project sponsors are required to submit project activities and progress reports to the state every six months, as well as a project close-out form. Caltrans will track and publicize progress via their website.</p> <p>Project sponsor will not be required to submit progress reports to the Lifeline Program Administrator unless the LPA believes that county-level project monitoring would be beneficial.</p>	<p>Non-FTA recipient sponsors will submit quarterly performance reports with invoices, first to Lifeline Program Administrators for review, and then to MTC for reimbursement. Non-FTA recipient sponsors will also submit FTA Certifications and Assurances and Title VI reports annually to MTC, and are subject to Title VI monitoring. FTA recipients are responsible for following all applicable federal requirements for preparing and maintaining their JARC grants. All project sponsors will submit annual JARC reporting information to MTC.</p>	<p>Non-FTA recipient sponsors will submit quarterly performance reports with invoices, first to Lifeline Program Administrators for review, and then to MTC for reimbursement. Non-FTA recipient sponsors will also submit FTA Certifications and Assurances and Title VI reports annually to MTC, and are subject to Title VI monitoring. FTA recipients are responsible for following all applicable federal requirements for preparing and maintaining their STP grants. All project sponsors will submit annual STP reporting information to MTC.</p>

Note: Information on this chart is accurate as of December 2011. MTC will strive to make Lifeline Program Administrators aware of any changes to fund source guidelines that may be enacted by the appropriating agencies (i.e. State of California, Federal Transit Administration).

Appendix 2 Lifeline Transportation Program Third Cycle Funding

Compliance with Federal Requirements for Job Access and Reverse Commute (JARC) and Surface Transportation Program (STP) Funds

Applicants should be prepared to abide by all applicable federal requirements as specified in 49 U.S.C. Section 5316, FTA Circulars C 9050.1 and 4702.1A, the most current FTA Master Agreement MA(13), and the most current Certifications and Assurances for FTA Assistance Programs.

MTC includes language regarding these federal requirements in its funding agreements with subrecipients and requires each subrecipient to execute a certification of compliance with the relevant federal requirements. Subrecipient certifications are required of the subrecipient prior to the execution of a funding agreement by MTC and annually thereafter when FTA publishes the annual list of certifications and assurances.

Direct recipients are responsible for adhering to FTA requirements through their agreements and grants with FTA directly.

Title VI of the Civil Rights Act

In connection with MTC's Title VI monitoring obligations, as outlined in FTA Circular 4702.1A (Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients), applicants will be required to provide the following information in the grant application:

- a. The organization's policy regarding Civil Rights (based on Title VI of the Civil Rights Act) and for ensuring that benefits of the project are distributed equitably among low-income and minority population groups in the project's service area.
- b. Information on whether the project will provide assistance to predominately minority and low-income populations. (Projects are classified as providing service to predominately minority and low-income populations if the proportion of minority and low-income people in the project's service area exceeds the regional average minority and low-income population.)

In order to document that federal funds are passed through without regard to race, color or national origin, and to document that minority populations are not being denied the benefits of or excluded from participation in the Lifeline Transportation Program, MTC will keep a record of applications submitted for Lifeline funding. MTC's records will identify those applicants that would use grant program funds to provide assistance to predominately minority and low-income populations and indicate whether those applicants were accepted or rejected for funding.

MTC requires that all JARC and STP subrecipients submit all appropriate FTA certifications and assurances to MTC prior to funding agreement execution and annually thereafter when FTA publishes the annual list of certifications and assurances. MTC will not execute any funding agreements prior to having received these items from the selected subrecipients. MTC, within its administration, planning, and technical assistance capacity, also will comply with all appropriate certifications and assurances for FTA assistance programs and will submit this information to the FTA as required.

The certifications and assurances pertaining to civil rights include:

1. Nondiscrimination Assurances in Accordance with the Civil Rights Act
2. Documentation Pertaining to Civil Rights Lawsuits and Complaints

Nondiscrimination assurances included above involve the prohibition of discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibit discrimination in employment or business opportunity, as specified by 49 U.S.C. 5332 (otherwise known as Title VI of the Civil Rights Act of 1964O, as amended (42 U.S.C. 2000d et seq.) and U.S. DOT regulations, *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act*, 49 C.F.R. Part 21. By complying

with the Civil Rights Act, no person, on the basis of race, color, national origin, creed, sex, or age, will be excluded from participation in, be denied the benefits of any program for which the subrecipient receives federal funding via MTC.

As a condition of receiving JARC and STP funds, subrecipients must comply with the requirements of the US Department of Transportation's Title VI regulations. The purpose of Title VI is to ensure that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Subrecipients are also responsible for ensuring compliance of each third party contractor at any tier of the project.

Subrecipients must develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public upon request. In order to reduce the administrative burden associated with this requirement, subrecipients may adopt the Title VI complaint investigation and tracking procedures developed by MTC.

Subrecipients must prepare and maintain a list of any active investigations conducted by entities other than FTA, lawsuits, or complaints naming the subrecipient that allege discrimination on the basis of race, color, or national origin. This list shall include the date, summary of allegations, current status, and actions taken by the subrecipient in response to the investigation, lawsuit, or complaint.

Subrecipients must provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded to them by Title VI. Subrecipients that provide transit service shall disseminate this information to the public through measures that can include but shall not be limited to a posting on the agency's Web site.

All successful subrecipients must submit compliance reports to MTC. The following contents will be required with the submission of the standard agreement and annually thereafter with the submission of the annual FTA certifications and assurances:

1. A summary of public outreach and involvement activities undertaken and a description of steps taken to ensure that minority and low-income people had meaningful access to these activities.
2. A copy of the subrecipient's plan for providing language assistance for persons with limited English proficiency (LEP) that was based on the DOT LEP Guidance or a copy of the agency's alternative framework for providing language assistance.
3. A copy of the subrecipient procedures for tracking and investigating Title VI complaints.
4. A list of any Title VI investigations, complaints, or lawsuits filed with the subrecipient. This list should include only those investigations, complaints, or lawsuits that pertain to the subrecipient submitting the report, not necessarily the larger agency or department of which the entity is a part.
5. A copy of the subrecipient's notice to the public that it complies with Title VI and instructions to the public on how to file a discrimination complaint.

The first compliance report, submitted with the standard agreement, must contain all of the contents listed above. If, prior to the deadline for subsequent compliance reports, the subrecipient has not altered items 2, 3 and 5 above (its language assistance policies, procedures for tracking and investigating a Title VI complaint, or its notice to the public that it complies with Title VI and instructions to the public on how to file a Title VI complaint), the subrecipient should submit a statement to this effect in lieu of copies of the original documents. The annual compliance report should include an update on items 1 and 4.

Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS)

JARC and STP recipients/subrecipients will be required to have a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number and provide it during the application process.⁴ A DUNS number may be obtained from D&B by telephone (866-705-5711) or the Internet (<http://fedgov.dnb.com/webform>).

Role of Recipients/Subrecipients: JARC and STP recipients/subrecipients' responsibilities include:

- For direct recipients (transit operators who are FTA grantees), submitting a grant application to FTA and carrying out the terms of the grant;
- Meeting program requirements and grant/funding agreements requirements including, but not limited to, Title VI reporting requirements;
- Making best efforts to execute selected projects; and
- Complying with other applicable local, state, and federal requirements.

⁴ A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique, non-indicative 9-digit identifier issued and maintained by D&B that verifies the existence of a business entity. The DUNS number is a universal identifier required for Federal financial assistance applicants, as well as recipients and their direct subrecipients.

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

DATE: March 7, 2012
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Job Access Reverse Commute (JARC) and New Freedom Call for Projects

Background/Discussion:

Caltrans recently released a call for projects for Job Access and Reverse Commute (JARC) and New Freedom projects in the state's small urbanized areas (UAs) and rural areas. Estimated available funding for this cycle is \$13.5 million for JARC and \$5.8 million for New Freedom.

The program purpose for JARC is to improve access to transportation services to employment-related activities for welfare recipients and eligible low income individuals and to transport residents of urbanized areas and nonurbanized areas to suburban employment opportunities.

The program purpose for New Freedom is to provide additional tools to overcome existing barriers facing American with Disabilities seeking integration into the work force and full participation in society. The New Freedom formula grant program seeks to reduce barriers to transportation services and expands the transportation mobility options available to people with disabilities beyond the requirements of ADA of 1990.

Attachment A is the call for projects letter, program fact sheets for JARC and New Freedom, Small Urbanized Area MOU Participants list and Regional Transportation Planning Agency Contact list. Grant application are due March 23, 2012.

Recommendation:

Informational.

Attachments:

- A. Caltrans Call for Projects Letter

DEPARTMENT OF TRANSPORTATION
 DIVISION OF MASS TRANSPORTATION MS 39
 1120 N STREET
 P. O. BOX 942874
 SACRAMENTO, CA 94274-0001
 PHONE (916) 654-8811
 FAX (916) 654-9366
 TTY 711
 www.dot.ca.gov



*Flex your power!
 Be energy efficient!*

January 13, 2012

CALL FOR PROJECTS
FTA SECTION 5316 - JOB ACCESS REVERSE COMMUTE (JARC)
FTA SECTION 5317 -- NEW FREEDOM (NF)

The California Department of Transportation's (Department) Division of Mass Transportation is pleased to announce a call for projects for federal fiscal year 2011 and 2012.

- Estimated federal funding is \$13.5 million for JARC-Small Urban and JARC-Non-Urban (Rural).
- Estimated federal funding of \$5.8 million for New Freedom-Small Urban and New Freedom-Non-Urban (Rural).
- Applicants in small urbanized areas that have local transportation planning agencies included in the Memorandum of Understanding (MOU) to conduct the first level application review and scoring should submit their application to the applicable Metropolitan Planning Organization (MPO) or Regional Transportation Planning Agency (RTPA) on or before Wednesday, February 22, 2012. Please refer to the enclosed Small Urbanized Areas Application Contact list for identification of MPOs and RTPAs who are included in the MOU.
- Applications from non-MOU small urbanized areas and rural areas are due to the Department on or before Friday, March 23, 2012.
- Application workshops will be held via video conferencing the last week of January.

Enclosed are program fact sheets, the listing MOUs with participating local planning agencies in small urbanized areas, the list of RTPAs, and a flyer for the upcoming application workshops. This information is available in alternate formats by request. Additional information is available at the Department's JARC and New Freedom websites below. We look forward to working with you in this application cycle.

<http://www.dot.ca.gov/hq/MassTrans/5316.html>

<http://www.dot.ca.gov/hq/MassTrans/5317.html>

Sincerely,

MICHAEL LANGE
 Acting Office Chief
 Federal Transit Grants Programs

Enclosures



California Department of Transportation (Caltrans)

Division of Mass Transportation (DMT)

Federal Transit Administration (FTA) - Section 5316 Job Access and Reverse Commute Transit Program (JARC)

PROGRAM FACT SHEET AND TIMELINE

Federal Fiscal Year 2011/2012

PROGRAM PURPOSE

To improve access to transportation services to employment-related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and nonurbanized areas to suburban employment opportunities.

FUNDS AVAILABLE:

Approximately \$10.5 million in federal funds (including Toll Credits) are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population.

Approximately \$3 million in federal funds (including Toll Credits) are available for this cycle for non-urbanized areas less than 50,000 in population.

ELIGIBLE APPLICANTS:

- Private non-profit organizations
- State or local government authority
- Operators of public transportation services, including private operators of public transportation services

LOCAL MATCHING REQUIREMENTS:

This grant cycle will not require a minimum local match, as 100% in federal funds will be made available upon FTA approval of Toll Credits to be used for local match requirement.

COORDINATED PLANNING:

All projects selected for funding must be derived from a coordinated public transit-human services transportation plan as required by federal guidance. Grant applications must include a Coordinated Plan Certification.

PROJECT ELIGIBILITY:

Funds from the JARC program are available for capital, planning, and operating expenses that support the development and maintenance of transportation services designed to transport low-income individuals to and from jobs and activities related to their employment, and to support reverse commute projects.

Applicants may apply for up to three (3) years of funding per project with a maximum of \$400,000 per year. Eligible projects may include, but are not limited to capital, planning, and operating assistance to support activities such as:

- Late-night weekend service
- Guaranteed ride home service
- Shuttle service
- Demand-responsive service
- Supporting the administration and expenses related to voucher programs
- Subsidizing the costs associated with adding reverse commute bus, train, carpool van routes or service from urbanized areas and nonurbanized areas to suburban work places
- Intelligent Transportation Systems (ITS)
- Transit vehicles
- Mobility management activities

PLANNING REQUIREMENTS:

To be eligible for funding, JARC projects in urbanized areas must be included in the Metropolitan Transportation Plan prepared and approved by the metropolitan planning organization (MPO), the Transportation Improvement Program (TIP), and the Statewide Transportation Improvement Program (STIP) developed by the State, and jointly approved by the Federal Highway Administration and the Federal Transit Administration.

Projects outside the urbanized areas must be included in, or consistent with, a long-range transportation plan and be included in the STIP.

Department of Transportation
Division of Mass Transportation
FTA Section 5316
Job Access and Reverse Commute (JARC)

JARC project applications will be evaluated in accordance with the scoring criteria published in the Application Instructions to determine the extent to which the proposed project meets the overall program goals and objectives. Applicants in small-urban areas which have an MPO/RTPA who are MOU participants, will submit their application to the Small Urban Area Local Agency (see Grant Application Instruction for list of MOU Participants.) Caltrans DMT will conduct the entire JARC/NF competitive selection process for non-MOU small urbanized areas and all rural (non-urban) areas.

PROGRAM TIMELINE

January 13, 2012	Call for projects
January 23-27, 2012	Grant Application Workshop (Video Conference)
February 22, 2012	Applications due to Small Urban Area Local Agency (MOU participants only)
March 23, 2012	ALL applications due to Caltrans DMT (must be postmarked by this date)
May 2012	Completion of state review, evaluation, and program of projects selection
June 2012	Tentative award announcement Initiate transfers of small urban projects to Section 5307 Project programming
July 2012	Submission of FTA grant for approval Request approval from Department of Labor (JARC only)
September 2012	FTA grant approval
October 2012	Schedule successful applicant workshops
December 2012	Final award announcement Issuance of standard agreements to subrecipients

CONTACT INFORMATION:

<http://www.dot.ca.gov/hq/MassTrans/5316.html>

California Department of Transportation (Caltrans)
Division of Mass Transportation (DMT)
Federal Transit Administration (FTA)
Section 5317 - New Freedom (NF)
PROGRAM FACT SHEET AND TIMELINE
Federal Fiscal Year 2011/2012



PROGRAM PURPOSE:

To provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. The New Freedom formula grant program seeks to reduce barriers to transportation services and expands the transportation mobility options available to people with disabilities beyond the requirements of the Americans with Disabilities Act (ADA) of 1990.

FUNDS AVAILABLE:

Approximately \$4.3 million in federal funds are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population.

Approximately \$1.5 million in federal funds are available for this cycle for non-urbanized areas less than 50,000 in population.

ELIGIBLE APPLICANTS:

- Private non-profit organizations
- State or local government authority
- Operators of public transportation services, including private operators of public transportation services

LOCAL MATCHING REQUIREMENTS:

This grant cycle will not require a minimum local match, as 100% in federal funds will be made available upon FTA approval of Toll Credits to be used for local match requirement.

COORDINATED PLANNING:

All projects selected for funding must be derived from a coordinated public transit-human services transportation plan as required by federal guidance. Grant applications must include a Coordinated Plan Certification.

PROJECT ELIGIBILITY:

For the purpose of the New Freedom Program, "new" service is any service or activity that was not operational and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Plan (TIP) or the State Transportation Improvement Program (STIP).

Applicants may apply for up to three (3) years of funding per project with a maximum of \$200,000 per year. Eligible projects may include, but are not limited to, capital, planning, and operating assistance to support the following activities meeting the definition of new public transportation:

- Expansion of paratransit service parameters beyond the three-fourths (3/4) mile required by the ADA
- Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services
- Feeder service for intercity travel for which paratransit service is not required
- The incremental costs of providing same day service
- Supporting the administration and expenses related to voucher programs
- Acquisition of accessibility equipment beyond ADA requirements
- Accessibility improvement to non-key stations (Project engineers and/or sponsorship by a Governmental Lead Agency is required)
- Accessible vehicles to support taxi, vanpooling, ridesharing
- Mobility management activities

PLANNING REQUIREMENTS:

To be eligible for funding, New Freedom projects in urbanized areas must be included in the Metropolitan Transportation Plan prepared and approved by the metropolitan planning organization (MPO), the Transportation Improvement Program (TIP), and the Statewide Transportation Improvement Program (STIP) developed by the State and jointly approved by the Federal Highway Administration and the Federal Transit Administration.

Projects outside the urbanized areas must be included in, or consistent with, a long-range transportation plan and be included in the STIP.

Department of Transportation
Division of Mass Transportation
FTA Section 5317
New Freedom (NF)

New Freedom project applications will be evaluated in accordance with the scoring criteria published in the Application Instructions to determine the extent to which the proposed project meets the overall program goals and objectives. Applicants in small-urban areas which have an MPO/RTPA who are MOU participants, will submit their application to the Small Urban Area Local Agency (see Grant Application Instruction for list of MOU Participants.) Caltrans DMT will conduct the entire JARC/NF competitive selection process for non-MOU small urbanized areas and all rural (non-urban) areas.

PROGRAM TIMELINE

January 13, 2012	Call for projects
January 23-27, 2012	Grant application workshop (Video Conference)
February 22, 2012	Applications due to Small Urban Area Local Agency (MOU participants only)
March 23, 2012	ALL applications due to Caltrans DMT (must be postmarked by this date)
May 2012	Completion of state review, evaluation, and program of projects selection
June 2012	Tentative Award Announcement Initiate transfers of small urban projects to Section 5307 Project programming
July 2012	Submission of FTA grant for approval
September 2012	FTA grant approval
October 2012	Schedule successful applicant workshops
December 2012	Final award announcement Issuance of standard agreements to subrecipients

CONTACT INFORMATION:

<http://www.dot.ca.gov/hq/MassTrans/5317.html>

**Caltrans DMT - JARC/New Freedom
SMALL URBANIZED AREAS - - APPLICATION DUE DATES AND CONTACTS**

RTPA/MPO	Small Urbanized Area	MOU Participant	Application Due Date	Contact
AMBAG	Salinas; Santa Cruz; Seaside-Monterey-Marina Watsonville	YES	2/22/2012 to AMBAG	Steph Nelson P.O. Box 809, Marina, CA 93933 (831) 264-5092, email: snelson@ambag.org
BCAG	Chico	YES	2/22/2012 to BCAG	Robin Van Valkenburgh 2580 Sierra Sunrise Ter., Ste. 100, Chico, CA 95928 (530) 879-2468, email: rvanvalkenburgh@bcag.org
Kings CAG	Hanford	NO	3/23/2012 to Caltrans	Terri King 339 W. D Street, Ste. B, Lemoore, CA 93245 (559) 852-2678, email: terri.king@co.kings.ca.us
MCTC	Madera	NO	3/23/2012 to Caltrans	Troy McNeil 2001 Howard Rd., Ste. 201, Madera, CA 93637 (559) 675-0271, X12 email: troy@maderactc.org
MTC	Fairfield; Gilroy-Morgan Hill Livermore; Napa; Petaluma; Vacaville; Vallejo	NO	3/23/2012 to Caltrans	Kristen Mezur 101 Eight St., Oakland, CA 94607-4700 (510) 817-5789, email: kmazur@mtc.ca.gov
Merced COG	Merced	NO	3/23/2012 to Caltrans	Marjorie Kirn/Terri Lewis 369 W. 18 th St., Merced, CA 95340 (209) 723-3153, X306, email: marjorie.kirn@mcagov.org/terri.lewis@mcagov.org
SACOG	Davis Yuba City	YES	2/22/2012 to SACOG	Jim Brown/Barbara VaughanBechtold, AICP 1415 L St., Sacramento, CA 95814 (916) 321-9000, email: jbrown@sacog.org/bbechtold@sacog.org
SBCAG	Lompoc; Santa Barbara Santa Maria	YES	2/22/2012 to SBCAG	Sarkes Khachek 260 N. San Antonio Rd., Ste. B Santa Barbara, CA 93110 (805) 961-8913, email: skhachek@sbcag.org
SCAG Yuma, AZ--CA	El Centro	YES	2/22/2012 to SCAG	Kathi Williams (ICTC) 1045 N. Imperial Ave., Ste. I, El Centro, CA 92243 (760) 592-4494, email: kathiwilliams@co.imperial.ca.us
SCAG	Hemet	NO	3/23/2012 to Caltrans	Fina Clemente (RCTC) 4080 Lemon Street, 3 rd Floor Riverside, CA 92502-2208 (951) 787-7141, email: jclemente@rctc.org
SCAG	Santa Clarita	YES	2/22/2012 to SCAG	Ashad Hamideh (LA Metro) One Gateway Plaza, Los Angeles, CA 90012 (213) 922-4299, email: hamideha@metro.net
SCAG	Camarillo Simi Valley	YES	2/22/2012 to SCAG	Vic Kamhi (VCTC) 950 County Square Dr., Ste. 207 Ventura, CA 93003 (805) 642-1591 X110, email: vkamhi@goventura.org
SJCOG	Manteca Tracy Lodi	YES	2/22/2012 to SJCOG	Sam Kaur/Aaron Hoyt 555 E. Weber Ave., Stockton, CA 95202 (209) 468-3913, (209) 235-0450 email: kaur@sjcog.org/hoyt@sjcog.org
SLOCOG	Atascadero—El Paso de Robles (Paso Robles); San Luis Obispo	YES	2/22/2012 to SLOCOG	Eliane Guillot-Wilson 1114 Marsh St. San Luis Obispo, CA 93401 (805) 781-5711, email: eguillot@slocog.org
Shasta RTPA (SRTPA)	Redding	YES	2/22/2012 to SRTPA	Sue Crowe 1855 Placer St., Redding, CA 96001 (530) 245-6826, email: slcrowe@co.shasta.ca.us
Stan COG (SCOG)	Turlock	YES	2/22/2012 to SCOG	Rosa Park 1111 I St., Ste. 308, Modesto, CA 95354 (209) 525-4642, email: rpark@stancog.org
Tulare CAG (TCAG)	Porterville Visalia	YES	2/22/2012 to TCAG	Christine Chavez 5955 S. Mooney, Visalia, CA 93277 (559) 624-7270, email: mdeimmers@co.tulare.ca.us

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY	CA	ZIP
Alpine County Transportation Commission	Brian Peters	(530) 694-2140, (Ph)/ (530) 694-2149 (Fax)	50 Diamond Valley Road	50 Diamond Valley Road	bpeters@alpinecounty.ca.gov	Markleeville	CA	96120
Amador County Local Transportation Commission	Charles Field	(209) 267-2282 (Ph)/ (209) 267-1930 (Fax)	11400 American Legion Drive	11400 American Legion Drive	charles@actc-amador.org	Jackson	CA	95642-9525
Butte County Association of Governments	Jon A. Clark	(530) 879-2468 (Ph)/ (530) 879-2444 (Fax)	2580 Sierra Sunrise Terrace, Suite 100	2580 Sierra Sunrise Terrace, Suite 100	jonclark@bcag.org	Chico	CA	95928-6901
Calaveras Council of Governments	Melissa Eads	(209) 754-2094 (Ph)/ (209) 754-2096 (Fax)	P.O. Box 280	692 Marshall, Suite A San Andreas, CA 95249	Meads@calacog.org	San Andreas	CA	95249
Colusa County Local Transportation Commission	James Bell	(530) 458-0466 (Ph)/ (530) 458-2035 (Fax)	1215 Market St	1215 Market st	jabell@countyofcolusa.org	Colusa	CA	95932
Council of Fresno County Governments	Tony Boren	(559) 233-4148 (Ph)/ (559) 233-9645 (Fax)	2035 Tulare Street, Suite 201	2035 Tulare Street, Suite 201	tboren@fresnocog.org	Fresno	CA	93721
Council of San Benito County Governments	Lisa Rheinheimer	(831) 637-7665 (Ph)/ (831) 636-4160 (Fax)	330 Tres Pinos, Suite C7	330 Tres Pinos, Suite C7	Lisa@sanbenitocog.org	Hollister	CA	95023
Del Norte County Local Transportation Commission	Tamera Leighton	(707) 465-3878 (Ph)/ (707) 465-5518 (Fax)	1225 Mashal St. Suite 8	1225 Mashal St. Suite 8	tamera@dnltc.org	Crescent City	CA	95932
El Dorado County Transportation Commission	Kathryn Mathews	(530) 642-5260 (Ph)/ (530) 642-5266 (Fax)	2828 Easy Street, Suite 1	2828 Easy Street, Suite 1	kmathews@edctc.org	Placerville	CA	95667
Glenn County Local Transportation Commission	John Linhart	(530) 934-6530 (Ph)/ (530) 934-6533 (Fax)	P. O. Box 1070	777 North Colusa Street	linhart@countyofglenn.net	Willows	CA	95988
Humboldt County Association of Governments	Marcella Clem	(707) 444-8208 (Ph)/ (707) 444-8319 (Fax)	427 F Street, Suite 220	427 F Street, Suite 220	marcella.clem@hcaog.net	Eureka	CA	95501
Imperial County Transportation Commission	Kathi Williams	(760) 482-4290 Ph)/ (760) 352-7576 (Fax)	940 Main Street, Suite 208	940 Main Street, Suite 208	kathwilliams@imperialctc.org	El Centro	CA	92243-2853

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY	ZIP
Inyo County Local Transportation Commission	Doug Wilson (Interim)	(760) 878-0201 (Ph) (760) 878-2001 (Fax)	P. O. Box Q	168 North Edwards	dwilson@inycounty.us	Independence	93526
Kern Council of Governments	Ronald E Brummett	(661) 861-2191 (Ph) (661) 324-8215 (Fax)	1401 19th Street, Suite 300	1401 19th Street, Suite 300	rbrummett@kerncoa.org	Bakersfield	93301
Kings County Association of Governments	Terri King	(559)582-3211,x2654(Ph) (559) 584-9989 (Fax)	339 W. D St. Suite B	339 W. D St. Suite B	terri.king@cc.kings.ca.us	Lemoore	93245
Lake County/City Area Planning Council	Lisa Davey-Bates	(707) 263-7799(Ph)/ (707) 263-1826 (Fax)	367 N State St, Suite 206	367 N State St, Suite 206	daveybates@downassociates.com	Lakeport	95453
Lassen County Transportation Commission	Larry Millar	(530) 251-8288 (Ph)/ (530) 257-2675 (Fax)	707 Nevada Street	707 Nevada Street	lmillar@co.lassen.ca.us	Susanville	96130
Los Angeles County Metropolitan Transportation Authority	Anelle Albarrana or Chris Hazen	(213) 922-3050 (Ph)/ (213) 922-2849 (Fax)	P.O. Box 194, MS 99-23-1	One Gateway Plaza	hazenc@metro.net	Los Angeles	90012-2952
Madera County Transportation Commission	Troy McNeil	(559) 675-0721 X- 12 (Ph)/ (559) 675-9328 (Fax)	2001 Howard Rd, Suite 201	2001 Howard Rd, Suite 201	troy@maderactc.org	Madera	93637
Mariposa County Local Transportation Commission	Peter Rei	(209) 966-5356 (Ph)/ (209) 966-2828 (Fax)	4639 Ben Hur Road	4639 Ben Hur Road	prei@mariposacounty.org	Mariposa	95338
Mendocino Council of Governments	Phil Dow	(707) 463-1859 (Ph)/ (707) 463-2212 (Fax)	367 North State Street, Suite 206	367 North State Street, Suite 206	dowp@dow-associates.com	Ukiah	95482
Merced County Association of Governments	Marjie Kim	(209) 723-3153, X-351 (Ph)/ (209) 723-0322 (Fax)	369 W. 18th Street	369 W. 18th Street	mkim@mcag.cog.ca.us	Merced	95340
Metropolitan Transportation Commission	Kristen Mazur	(510) 817-5789 (Ph)/ (510) 817-5848 (Fax)	101 Eighth Street	101 Eighth Street	kmazur@mtc.ca.gov	Oakland	94607-4700
Modoc County Transportation Commission	Pam Couch	(530) 233-6422 (Ph)/ (530) 233-3744 (Fax)	P.O. Box 111	111 West North Street/	pamcouch@frontiernet.net	Alturas	96101-0999
Mono County Local Transportation Commission	Scott Burns	(760) 924-1807 (Ph)/ (760) 924-1801 (Fax)	P.O. Box 347	437 Old Mammoth	sburns@mono.ca.gov	Mammoth Lakes	93546

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY	ZIP
Nevada County Transportation Commission	Daniel Landon	(530) 265-3202 (Ph)/ (530) 265-3260 (Fax)	101 Providence Mine Road, Suite 102	101 Providence Mine Road, Suite 102	dlandon@nccn.net	Nevada City CA	95959
Orange County Transportation Authority	Rick Teano	(714) 560-5716 (Ph)/ (714) 560-5795 (Fax)	P. O. Box 14184	550 S. Main Street	Rteano@octa.net	Orange CA	92863-1584
Placer County Transportation Planning Agency	Scott Aaron	(530) 823-4030 (Ph)/ (530) 823-4036 (Fax)	299 Nevada Street	299 Nevada Street	saaron@pctpa.net	Auburn CA	95603
Plumas County Transportation Commission	John Manrle	(530) 283-6492 (Ph)/ (530) 283-6323 (Fax)	1834 East Main Street	1834 East Main Street	johnmannie@countvolplumas.com	Quincy CA	95971
Riverside County Transportation Commission	Josephina Clemente	(951) 787-7141 (Ph)/ (951) 787-7920 (Fax)	P.O. Box 12008	4080 Lemon Street, 3rd Floor	iclemente@rctc.org	Riverside CA	92502-2208
Sacramento Area Council of Governments CA	Barbara Bechtold	(916) 340-6226 (Ph)/ (916) 321-9551 (Fax)	1415 L Street, Suite 300	1415 L Street, Suite 300	bvaughanbechtold@sacog.org	Sacramento CA	95814
San Diego Association of Governments	Danielle Kochman	(619) 699-1921(Ph)/ (619) 595-1905 (Fax)	401 B St, Suite 800, First Interstate Plaza	401 B St, Suite 800, First Interstate Plaza	dko@sandag.org	San Diego CA	92101
San Joaquin Council of Governments	Sam Kaur	(209) 468-3913 (Ph)/ (209) 468-1084 (Fax)	555 East Weber Avenue	555 East Weber Avenue	kaur@sjcog.org	Stockton CA	95202
San Luis Obispo Council of Governments	Eliane Guillot	(805) 781-5711 (Ph)/ (805) 781-5703 (Fax)	1114 Marsh Street	1114 Marsh Street	eguillot@slocog.org	San Luis Obispo CA	93401
SANBAG	Monica Morales Ryan Graham Heather Menninger- Mayeda	(909) 621-3101(Ph)/ (909) 621-9387 (Fax)	306 Lee Avenue	306 Lee Avenue	mmorales@sanbag.ca.gov rgraham@sanbag.ca.gov amma306@earthlink.com	Claremont CA	91711-3123
Santa Barbara County Association of Governments	Michael Powers Sarkes Khachek	(805) 961-8900 (MP-Ph)/ (805) 961-8901 (Fax) (805) 961-8913 (SK-Ph.)	260 North San Antonio Road, Suite B	260 North San Antonio Road, Suite B	mpowers@sbcag.org / skhachek@sbcag.org	Santa Barbara CA	93110

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY	ZIP
Santa Cruz County Regional Transportation Commission	Karena Pushnik	(831) 460-3200 (Ph)/ (831) 460-3215 (Fax)	1523 Pacific Avenue	1523 Pacific Avenue	kpushnik@sccrtc.org	Santa Cruz	95060-3911
Shasta County Regional Transportation Planning Agency	Sue Crowe	(530) 245-6826 (Ph)/ (530) 225-5667 (Fax)	1855 Placer Street	1855 Placer Street	slcrowe@co.shasta.ca.us	Redding	96001
Sierra County Transportation Commission	Brian Davey	(530) 289-2848 (Ph)/ (530) 289-2828 (Fax)	P. O. Box 98	101 Courthouse Square	bdavey@sierracounty.ws	Downieville	95936
Siskiyou County Transportation Commission	Tom Anderson	(530) 842-8269 (Ph)/ (530) 842-0148 (Fax)	305 Butte Street	305 Butte Street	tanderson@co.siskiyou.ca.us	Yreka	96097
Stanislaus Council of Governments	Rosa Park	(209) 525-4644 (Ph)/ (209) 558-7833 (Fax)	900 H Street, Suite D	900 H Street, Suite D	rpark@stancog.org	Modesto	95354-2300
Tahoe Regional Planning Agency	Nick Haven	(775) 588-4547, X-256 (Ph)/ (775) 588-4527 (Fax)	P. O. Box 5310	128 Market St.	nhaven@trpa.org jandoh@trpa.org	State Line	89449
Tehama County Transportation Commission	Barbara O'Keefe	(530) 385-1462, X-3017 (Ph)/ (530) 385-1189 (Fax)	9380 San Benito Avenue	9380 San Benito Avenue	bokeefe@tcpw.ca.gov	Gerber	96035-9702
Transportation Agency for Monterey County	Andy Cook	(831) 775-4411 (Ph)/ (831) 775-0897 (Fax)	55 B Plaza Circle	55 B Plaza Circle	andy@tamcmonterey.org	Salinas	93901-2902
Trinity County Transportation Commission	Polly Chapman	(530) 623-1351, X-14 (Ph)/ (530) 623-1353 (Fax)	P. O. Box 2819	60 Glenn Road	pchapman@trinitycounty.org	Weaverville	96093-2819
Tulare County Association of Governments	Marvin Demers	(559) 733-6653, (Ph)/ x4886 (559) 730-2653 (Fax)	5961 South Mooney Blvd	5961 South Mooney Blvd	mdeimmers@co.tulare.ca.us	Visalia	93277
Tuolumne County Transportation Council	Darren Grossi	(209) 533-5601 (Ph)/ (209) 533-5698 (Fax)	2 South Green Street	2 South Green Street	dgrossi@co.tuolumne.ca.us	Sonora	95370
Ventura County Transportation Commission	Vick Kamhi	(805) 642-1591, (Ph)/ (805) 642-4860 (Fax)	950 County Square Drive, Suite 207	950 County Square Drive, Suite 207	vkamhi@governura.org	Ventura	93003



**CALTRANS MASS TRANSPORTATION
JOB ACCESS AND REVERSE COMMUTE
(JARC) AND NEW FREEDOM
APPLICATION WORKSHOPS**

January 23, 25, and 26, 2012

The Application Workshops will inform Caltrans potential applicants of the upcoming JARC/NF application process. These are four hour presentations that involve an in depth look at the application process and will allow time for questions to be answered. **If your Agency plans on attending it is required that you RSVP by January 19 with Ian Knutilla of the Division of Mass transportation by phone to 916-654-5301 or by email to Ian_Knutilla@dot.ca.gov.** These meeting locations are in secured buildings so attendees must RSVP to be put on list.

There will be three identical workshops that will be held on three different days for separate regions of the State. All application workshop meetings will be held in Sacramento AND jointly held at each District Office via video conference as indicated below:

AREAS:	DATE	TIME	VIDEO CONFERENCE MEETING LOCATION:
<p>SACRAMENTO & SOUTHERN CALIFORNIA</p> <p>Los Angeles - District 7 San Bernardino - District 8 San Diego - District 11 Irvine - District 12</p>	<p>Monday January 23</p>	<p>8:00am- 12:00pm</p>	<p>Headquarters Sacramento (In Person) 1120 N Street, Room 1125 (1st Floor) Sacramento, CA 95814</p> <p>Los Angeles (Video Conference) 100 South Main Street, Room 01-038 (1st Floor) Los Angeles, CA 90012</p> <p>San Bernardino (Video Conference) 464 West Fourth Street, Room 1206 San Bernardino, CA 92401</p> <p>San Diego (Video Conference) 4050 Taylor Street, Room 2-403 (2nd Floor) San Diego, CA 92110</p> <p>Irvine (Video Conference) 3347 Michelson Drive, Suite 100 Room 437 Irvine, CA 92612</p>

<p align="center">SACRAMENTO & CENTRAL CALIFORNIA</p> <p>San Luis Obispo – District 5 Fresno – District 6 Bishop – District 9 Stockton – District 10</p>	<p align="center">Wednesday January 25</p>	<p align="center">12:00 pm 4:00 pm</p>	<p>Headquarters Sacramento (In Person) 1120 N Street, Room 1125 (1st Floor) Sacramento, CA 95814</p> <p>San Luis Obispo (Video Conference) 50 Higuera Street, Room 201 San Luis Obispo, CA 93401</p> <p>Fresno (Video Conference) 1352 West Olive Avenue, Room 119 Fresno, CA 93778</p> <p>District 9 Bishop (Video Conference) 500 South Main Street, Room 113 Bishop, CA 93514</p> <p>District 10 Stockton (Video Conference) 1976 East Charter Way, Room B8A Stockton, CA 95201</p>
<p align="center">SACRAMENTO & SOUTHERN CALIFORNIA</p> <p>Eureka – District 1 Redding – District 2 Marysville – District 3 Oakland – District 4</p>	<p align="center">Thursday January 26</p>	<p align="center">8:00am 12:00pm</p>	<p>Headquarters Sacramento (In Person) 1120 N Street, Room 2116 (2nd Floor) Sacramento, CA 95814</p> <p>Eureka (Video Conference) 1656 Union Street, Room 6 Eureka, CA 95501</p> <p>Redding (Video Conference) 1657 Riverside Drive, Room 119 Redding, CA 96049</p> <p>Marysville (Video Conference) 703 B Street, Room 172 Marysville, CA 95901</p> <p>Oakland (Video Conference) 111 Grand Ave, Room 15-240 (15th Floor) Oakland, CA 94623</p>

For any additional information, and to make a reservation for a Sacramento HQ building pass (required) contact Ian Knutilla at 916-654-5301.

THIS PAGE INTENTIONALLY LEFT BLANK

2021

PCC

DATE: March 7, 2012
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: 2012 PCC Meetings and Locations

A. 2012 PCC Meetings and Locations:

City of Benicia, Council Chambers *GROUP PHOTOS WILL BE TAKEN*

Thursday, May 17, 2012

1:00 – 3:00 p.m.

250 East L St.

Benicia, CA 94510

(707) 746-4202

Fairfield Community Center

Thursday, July 19, 2012

1:00 – 3:00 p.m.

1000 Kentucky Street

Fairfield, CA 94533

(707) 428-7422

Ulatis Community Center

Thursday, September 20, 2012

1:00 – 3:00 p.m.

1000 Ulatis Dr.

Vacaville, CA 95687

(707) 469-4000

John F. Kennedy Library, Vallejo Joseph Room

Thursday, November 15, 2012

1:00 – 3:00 p.m.

505 Santa Clara St.

Vallejo, CA 94590

(866) 572-7587

