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AGENDA REPORT

TO: DEANNA J. SANTANA
CITY ADMINISTRATOR

FROM: Carmen L. Martinez
Library Director

SUBJECT: West Oakland Library Transportation Grant

DATE: May 14, 2012

City Administrator
Approval

Date

5/27/12

COUNCIL DISTRICT: #3

RECOMMENDATION

Staff recommends acceptance of this resolution (1) authorizing the City Administrator to accept and appropriate grant funds in an amount not to exceed \$185,000 to continue an existing program providing transportation to and from the West Oakland Branch Library for preschool and kindergarten children for a period of three years and (2) authorizing the filing of an application for federal funding through the Metropolitan Transportation Commission's Lifeline Transportation Program, committing the necessary non-federal match and stating the assurance to complete the project.

OUTCOME

The outcomes of the request to City Council will be as follows:

- Authorize staff to accept and appropriate grants funds to continue the existing West Oakland Branch Library transportation program and to conduct all negotiations, agreements, and related actions which may be necessary to implement and conduct the program: and
- Meet the grantor's requirement for a resolution of local support for Lifeline Transportation Funding of the program.

BACKGROUND/LEGISLATIVE HISTORY

The West Oakland Branch Library is located some distance from the schools and preschools in its service area which creates a barrier for teachers and students who wish to make regular class visits to their local library. A bus transportation program to bring students and children to the library was designed and tested in an eight month pilot program in 2003-2004 with funding from the California State Library.

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The Metropolitan Transportation Commission (MTC) established a Lifeline Transportation Program, administered by the Alameda County Transportation Commission (ACTC), to fund projects that result in improved mobility for low-income residents in Alameda County. With support from the community, the City/Library applied for and received a Lifeline Transportation grant in the amount of \$150,000 in 2006 (Resolution No. 79971 C.M.S.), and received a second grant in the amount of \$219,000 in 2008 to continue the program. With Lifeline Transportation grant funds, the Oakland Public Library contracts with a bus company to provide a shuttle service for very young children attending 14 preschools and elementary schools in West Oakland enabling them to visit the library with their teachers and parents and other adults on a regular schedule. The current grant will fund the program until mid-2014.

MTC is sponsoring the current Lifeline Transportation Program which is described in MTC Resolution No. 4033, dated December 21, 2011 (*Attachment A*). ACTC recommends that MTC approve a Lifeline Transportation grant in the amount of \$185,000 to continue the West Oakland Branch Library transportation service for three years beginning approximately July 2014, at the conclusion of the current grant.

ANALYSIS

The West Oakland Branch Library program, "A Quicker, Safer Trip to the Library to Promote Literacy," has operated continuously since August 2007 and has proven to be an effective means of overcoming the transportation barriers that prevent preschool and kindergarten students from visiting the library. The Lifeline Transportation Program grant funds will be used to pay for a bus to transport children and adults to and from the library two days per week and for a Library Assistant (0.27 PTE) to administer the program.

PUBLIC OUTREACH/INTEREST

The West Oakland Branch Library transportation program proposal was presented to the West Oakland Project Area Committee in 2006; the Committee members gave the project the highest priority vote possible. The teachers and administrators participating in the program submitted nine letters in support of the Library's February 29, 2012 application for this Lifeline Transportation grant.

COORDINATION

This report was prepared in coordination with the Library's Financial and Administrative Services Office and transportation planning staff in the Public Works Agency.

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COST SUMMARY/IMPLICATIONS

- 1. LIFELINE TRANSPORTATION GRANT FUNDS
 Total (3 years) \$185,000

- 2. COST ELEMENTS OF AGREEMENT/CONTRACT:
 - Contract for bus service \$115,000
 - Salaries and Benefits including applicable overhead for part-time Library Assistant \$70,000
 - TOTAL AGREEMENT/CONTRACT AMOUNT (3 years) \$185,000**

3. SOURCE OF FUNDING:
 Proposed expense allocations are as follows:

| Budget Line Items | Grant Funds | In Kind Match: Library |
|--|-------------|------------------------|
| Contract for bus service (85 service contracts per year for 3 years) | \$115,000 | |
| Salaries and Benefits and applicable overhead for part-time Library Assistant, 0.27 FTE (3 years) | \$70,000 | |
| Salaries and Benefits and applicable overhead for Children's Librarian II (allocation of approximately 10 hrs/week over 3 years) | | \$87,000 |

4. FISCAL IMPACT: \$185,000 over three years (\$272,000 including in-kind match). The new grant will commence at the conclusion of the current grant (estimated to be July 2014). Funding will be appropriated to the Metropolitan Transportation Commission: Program Grant Fund (2163); West Oakland Branch Org. (61348); Library Branch Services Program (NB17); in a Project Account to be established. Through a funding agreement between the Oakland Public Library/City of Oakland and San Francisco Bay Area Rapid Transit (BART), the Library's transportation project sponsor, BART receives grant funds from MTC and reimburses the Oakland Public Library for its actual costs as described above. The required local match is in-kind (existing staff at the West Oakland Branch Library).

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP

The Library submits quarterly reports to the ACTC with program highlights and statistics. During the past four and one-half years of continuous operation with Lifeline funding, the

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program has been successful in bringing preschool and kindergarten children to the library on a regular basis. The program brings 34 classes to the library every five to six weeks. From August 2007 to January 2012, program ridership was 19,568 children and 4,193 adults.

SUSTAINABLE OPPORTUNITIES

Economic: The Quicker, Safer Trip to the Library Program contributes to the overall reading and school success of Oakland's children and in turn to their long term chances for economic success. As a large percentage of children participating in the program are from low income or immigrant families, the prospect for increased economic health in this population increases the economic sustainability of the community and the cultures involved.

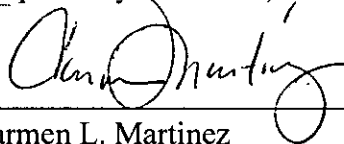
Environmental: As the children involved in the Quicker, Safer Trip to the Library Program become successful at school, and better educated, they will participate in learning about environmental sustainability, both at school and at library programs. These children will be more likely to adopt practices that promote economic sustainability than their less educated peers.

Social Equity: The children who visit the Library regularly, and who develop into good readers and students, will have the skills they need to assure equity in educational, employment, housing and community opportunities.

The Quicker, Safer Trip to the Library Program encourages children, parents and teachers to become regular library users and good readers, thereby eventually helping them become aware of the issues of sustainability and the strategies they can use to promote sustainable communities.

For questions regarding this report, please contact Winifred Walters, Manager, Grants and Development, Oakland Public Library, (510) 238-6932.

Respectfully submitted,



Carmen L. Martinez
Director, Oakland Public Library

Prepared by:
Winifred Walters, Manager, Grants & Development
Oakland Public Library

Attachment A – MTC Resolution No. 4033

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June 12, 2012

Date: December 21, 2011
W.I.: 1311
Referred by: PAC
Revised: 03/28/12-ED

Attachment A
MTC Resolution No. 4033
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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 IB - 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 IB 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 IB 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 IB 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 IB 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 finding. (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 finding 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 Lifeline

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/>

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, finding 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 IB, 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 IB projects.

See appendix 1 for detailed accountability and reporting requirements by finding 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 finding (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 finding 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-fimded project sponsors enter into finding agreements | January/February 2013 (following FTA grant approval) |
| JARC/STP | MTC confirms availability of FY13 fimds; 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 finding agreements (if applicable) | Summer/Fall 2013 (following FTA grant approval) |
| STP | Deadline for STP fimds 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 | FY2012 Estimate | FY2013 Estimate | Total |
|----------------------|-------------------------|----------------------|----------------------|----------------------|
| STA ¹ | (Programmed in Cycle 2) | \$ 11,673,561 | \$ 11,907,032 | \$ 23,580,593 |
| Prop 1B ² | \$ 46,519,967 | - | - | \$ 46,519,967 |
| JARC ^{3,5} | \$ 2,562,648 | \$ 2,786,790 | \$ 2,786,790 | \$ 8,136,228 |
| STP ⁴ | \$ - | \$ - | \$ 8,971,587 | \$ 8,971,587 |
| Total | \$ 49,082,615 | \$ 14,460,351 | \$ 23,665,409 | \$ 87,208,375 |

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."
- (5) FY2012 & FY2013 JARC amounts were revised in March 2012 to reflect actual partial-year FY2012 apportionments.

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 ^{2,4} | STA | JARC ^{2,4} | STP ³ | |
| Alameda 23.7% | | 685,806 | 2,653,456 | 745,790 | 2,708,899 | 745,790 | 2,130,539 | 9,670,260 |
| Contra Costa 13.4% | | 387,331 | 1,498,625 | 421,209 | 1,529,939 | 421,209 | 1,203,291 | 5,461,604 |
| Marin 2.6% | | 75,235 | 291,094 | 81,816 | 297,176 | 81,816 | 233,728 | 1,060,866 |
| Napa 2.2% | | - | 245,095 | - | 250,216 | - | 196,794 | 692,105 |
| San Francisco 13.1% | | 378,256 | 1,463,520 | 411,342 | 1,494,100 | 411,342 | 1,175,104 | 5,333,667 |
| San Mateo 7.6% | | 216,838 | 846,709 | 237,979 | 864,401 | 237,979 | 679,846 | 3,085,754 |
| Santa Clara 23.7% | | 561,175 | 2,650,265 | 610,257 | 2,705,643 | 610,257 | 2,127,977 | 9,265,574 |
| Solano 5.8% | | - | 649,332 | - | 662,900 | - | 521,368 | 1,833,601 |
| Sonoma 7.8% | | 127,873 | 875,465 | 139,057 | 893,757 | 139,057 | 702,937 | 2,878,146 |
| MTC - Means-Based Discount Project | | - | 500,000 | - | 500,000 | - | - | 1,000,000 |
| MTC - Admin, Planning, Technical Assistance ² | | 128,132 | - | 139,340 | - | 139,340 | - | 406,811 |
| Total 100.0% | | 2,962,648 | 11,673,561 | 2,786,790 | 11,907,032 | 2,766,790 | 8,971,587 | 40,688,407 |

(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

(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."

(4) FY2012 & FY2013 JARC amounts were revised in March 2012 to reflect actual partial-year FY2012 apportionments.

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 | FY2013 | |
| AC Transit | 18.1% | 8,403,487 | - | - | 8,403,487 |
| BART | 17.6% | 8,173,010 | - | - | 8,173,010 |
| County Connection (CCCTA) | 1.0% | 484,534 | - | - | 484,534 |
| Golden Gate Transit/Marin Transit | 3.2% | 1,477,729 | - | - | 1,477,729 |
| Wheels (LAVTA) | 0.5% | 240,910 | - | - | 240,910 |
| Muni (SFMTA) | 25.2% | 11,723,430 | - | - | 11,723,430 |
| SamTrans | 4.9% | 2,272,697 | - | - | 2,272,697 |
| Tri Delta Transit (ECCTA) | 0.7% | 327,019 | - | - | 327,019 |
| VINE (NCTPA) | 1.3% | 597,647 | - | - | 597,647 |
| VTA | 19.7% | 9,186,049 | - | - | 9,186,049 |
| WestCat (WCCTA) | 0.3% | 147,335 | - | - | 147,335 |
| Solano County Operators | 3.3% | 1,547,328 | - | - | 1,547,328 |
| Sonoma County Operators | 4.2% | 1,938,791 | - | - | 1,938,791 |
| Total | 100.0% | 46,619,967 | - | - | 46,619,967 |

(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/Docs-Pdfs/IDA2007Work.pdf | www.mtc.ca.gov/funding/infrastructure/PTMISEA_12-05-07.PDF | www.fta.dot.gov/documents/FTA_C_9050.1_JARC.pdf | http://www.fhwa.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 | <u>Transit Capital and Operations</u> , including: <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. | <u>Transit Capital</u> (including a minimum operable segment of a project) for: <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 Projects must be consistent with most recently adopted short-range transit plan or other publicly adopted plan that includes transit capital improvements. | <u>Capital and Operating projects</u> including: <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 Projects must be derived from the regionally-adopted Coordinated Public Transit-Human Services Transportation Plan. | <u>Capital and Planning projects</u> including: <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 IB – 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 | Project sponsors must submit a Proposition IB application to MTC for submittal to Caltrans by April 11, 2012. Disbursement timing depends on bond sales. | 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). | 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. 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. |
| 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. | 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. 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. | 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. | 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. |

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.

M. Meadows

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2012 MAY 30 AM 10:46

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION (1) AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT AND APPROPRIATE GRANT FUNDS IN AN AMOUNT NOT TO EXCEED \$185,000 TO CONTINUE AN EXISTING PROGRAM PROVIDING TRANSPORTATION TO AND FROM THE WEST OAKLAND BRANCH LIBRARY FOR PRESCHOOL AND KINDERGARTEN CHILDREN FOR A PERIOD OF THREE YEARS AND (2) AUTHORIZING THE FILING OF AN APPLICATION FOR FEDERAL FUNDING THROUGH THE METROPOLITAN TRANSPORTATION COMMISSION'S LIFELINE TRANSPORTATION PROGRAM, COMMITTING THE NECESSARY NON-FEDERAL MATCH AND STATING THE ASSURANCE TO COMPLETE THE PROJECT

WHEREAS, the City of Oakland desires to continue an existing program to provide transportation to and from the West Oakland Branch Library for preschool and kindergarten children at the conclusion of the current grant, for a period of three years; and

WHEREAS, the City of Oakland desires to qualify for funding from the Lifeline Transportation Program described below to continue the West Oakland Branch Library program; and

WHEREAS, the Metropolitan Transportation Commission (MTC) has established a Lifeline Transportation Program to assist in funding projects that 1) are intended to result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, 2) are developed through a collaborative and inclusive planning process and 3) are proposed to address transportation gaps and/or barriers identified through a substantive community-based transportation plan or are otherwise based on a documented assessment of needs; and

WHEREAS, MTC has adopted principles, pursuant to MTC Resolution No. 4033, to guide implementation of the Lifeline Transportation Program for the three year period from Fiscal Year 2010-11 through Fiscal Year 2012-13, and has designated the County Congestion Management Agency (or another countywide entity) in each of the nine bay area counties to help with recommending project selections and project administration; and

WHEREAS, Alameda County Transportation Commission (ACTC) has been designated by MTC to assist with the Lifeline Transportation Program in Alameda County on behalf of MTC; and

WHEREAS, ACTC conducted a competitive call for projects for the Lifeline Transportation Program in Alameda county; and

WHEREAS, the City of Oakland/Oakland Public Library (City) submitted a project in response to the competitive call for projects; and

WHEREAS, ACTC has confirmed City's proposed project, described more fully on *Attachment A* to this Resolution, attached to and incorporated herein as though set forth at length, is consistent with the Lifeline Transportation Program goals as set out in MTC Resolution No. 4033; and

WHEREAS, ACTC, after review, recommends that City's proposed project, described more fully on *Attachment A* to this Resolution, attached to and incorporated herein as though set forth at length, be funded in part under the Lifeline Transportation Program; and

WHEREAS, City agrees to meet project delivery and obligation deadlines, comply with funding conditions placed on the receipt of funds allocated to the Lifeline Transportation Program, provide for the required local matching funds, and satisfy all other conditions set forth in MTC Resolution No. 4033; and

WHEREAS, City certifies that the project and purpose for which funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 1500 *et seq.*) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 *et seq.* and the applicable regulations thereunder; and

WHEREAS, there is no legal impediment to City making the funding request; and

WHEREAS, there is no pending or threatened litigation which might in any way adversely affect the ability of City to deliver the proposed project for which funds are being requested; now, therefore be it

RESOLVED: That City of Oakland requests that MTC designate funds available under its Lifeline Transportation Program, in the amounts requested for which City is eligible, for the project described in *Attachment A* of this Resolution; and be it

FURTHER RESOLVED: That staff of City shall forward a copy of this Resolution, and such other information as may be required, to MTC, ACTC, and such other agencies as may be appropriate; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or her designee to apply for, accept, and appropriate funds from MTC's Lifeline Transportation Program to the Library Department in an amount not to exceed \$185,000, and be it

FURTHER RESOLVED: That said funds shall be deposited in the Metropolitan Transportation Commission: Program Grant Fund (2163); West Oakland Branch Org.(61348); Library Branch Services Program (NB17); in a Project Account to be established.; and be it

FURTHER RESOLVED: That the City Council hereby appoints the City Administrator or her designee to negotiate an agreement for a pass-through funding agreement with San Francisco Bay Area Rapid Transit District (BART) to facilitate the acceptance of grant funds; and be it

FURTHER RESOLVED: That the City Council hereby appoints the City Administrator or her designee to conduct all negotiations, applications, agreements, and related actions which may be necessary for completion of the aforementioned grant; and be it

FURTHER RESOLVED: That such agreements shall be approved as to form and legality by the Office of the City Attorney and a copy of the fully executed agreement shall be placed on file in the Office of the City Clerk, and be it

FURTHER RESOLVED: That should additional funds be received the City Administrator or her designee is hereby authorized to accept and appropriate the same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAAF and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
- LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

ATTACHMENT A
Lifeline Transportation Program Cycle 3 Projects
CITY OF OAKLAND – OAKLAND PUBLIC LIBRARY

| Project Name | Project Description | Lifeline Transportation Program Funding Amounts | | | | | Local Match Amount | Total Project Cost |
|--|---|---|-----------|------|-----|------------------------|--------------------|--------------------|
| | | IB | STA (1) | JARC | STP | Total Lifeline Funding | | |
| A Quicker, Safer Trip to the Library to Promote Literacy | “A Quicker, Safer Trip to the Library to Promote Literacy” will transport preschool and kindergarten students, teachers and interested parents by bus to the West Oakland Branch Library for storytime and to check out library books. On storytime days, three to four classes and adults will visit the library by bus. Funding is for 3 years of program operations, commencing July 1, 2014, at the end of the current grant. | \$ | \$185,000 | \$ | \$ | \$185,000 | \$87,000 | \$272,000 |

(1) State Transit Assistance