

**COOPERATIVE AGREEMENT**  
**BETWEEN**  
**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**AND**  
**CITY OF THOUSAND OAKS**

**THIS AGREEMENT** ("Agreement") is entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ between Ventura County Transportation Commission (hereinafter referred to as VCTC) and the City of Thousand Oaks (hereinafter referred to as SUBRECIPIENT), with the SUBRECIPIENT being registered with a Dunn & Bradstreet number of 055751937, regarding the administration of the Department of Transportation (DOT) and Federal Transit Administration (FTA) funds for use in the provision of public transit service by the SUBRECIPIENT.

**WHEREAS** Chapter 53 of Title 49, United States Code, as amended, authorizes the Secretary of Transportation to apportion funds for public transportation projects for planning, capital, and operating assistance purposes; and,

**WHEREAS**, VCTC serves as the administrator of federal funds apportioned by FTA to Ventura County; and,

**WHEREAS**, VCTC applies for and has obtained FTA funds on behalf of the SUBRECIPIENT; and,

**WHEREAS**, it is therefore the intention of VCTC to enter into this Cooperative Agreement with SUBRECIPIENT regarding the administration of funds, as a mutually acceptable agreement is a pre-condition of acceptance of funding.

**NOW THEREFORE THE PARTIES DO AGREE AS FOLLOWS:**

**I. FUNDING/PROGRAM MANAGEMENT**

1. **Responsibilities of Participants:** SUBRECIPIENT hereby agrees to carry out the work in connection with the administration of the FTA funds. SUBRECIPIENT will be responsible for meeting all applicable grant requirements placed on federal fund awarded to SUBRECIPIENT through VCTC.
2. **Previous Agreement:** This Agreement supersedes the previous agreement dated April 5, 1994 between VCTC and the SUBRECIPIENT regarding the administration of FTA funds.
3. **Scope of Services:**
  - a. **Grant Administration:** VCTC agrees to carry out the administrative requirements necessary to reserve, apply for, and receive FTA funds. Attachment A to this Agreement, which is incorporated by reference, provides the project scopes of work and line item details for

SUBRECIPIENT activities within each active FTA grant covered by this Agreement as of the effective date of this Agreement. Also provided as Attachment B is a table showing the grants by Federal Award Identification Number including the total amount in each grant obligated and committed to the RECIPIENT and the total of all such awards. Additional grants, as awarded by FTA during the period of this Agreement, will be added to this Agreement through a notice of grant award issued by VCTC to the RECIPIENT with a copy of the grants. All such notices shall thereby be incorporated by reference into this Agreement, provided that any such grant award has been accepted in writing by SUBRECIPIENT.

- b. **Contract Administration:** SUBRECIPIENT hereby agrees to fulfill the obligations imposed upon SUBRECIPIENT under a grant application submitted by VCTC and awarded by FTA and SUBRECIPIENT has accepted, including providing local match funds and providing the service as specified in the grant. SUBRECIPIENT also agrees that it shall remain, during the term of this Agreement, in compliance with all applicable DOT assurances and requirements, including all applicable procurement requirements.
4. **Duration of Agreement:** This Agreement is effective as of \_\_\_\_\_ and shall continue until the latest period of performance end date of the grants covered under this agreement (as shown in Attachment A and as amended by the additional notices of grant awards) or until the Agreement is terminated by either party after thirty (30) days' written notice. The parties may agree in writing to extend the effective period of the Agreement in order to address future grants not yet incorporated into this Agreement. Upon completion of all work in the approved grants, the SUBRECIPIENT shall submit final invoicing at least 60 days prior to the period of performance end date for the subject grant, to allow close out of the grant on the required schedule.
5. **Amendments to the Agreement:** The provisions of this Agreement may be amended upon written acceptance and ratification of any such amendment by both VCTC and the SUBRECIPIENT.
6. **Method of Payment:** VCTC, as the grant applicant, shall receive reimbursement payment from FTA in accordance with FTA grant procedures. Upon SUBRECIPIENT's submittal of an invoice for an eligible expense, VCTC will transfer the FTA funds to SUBRECIPIENT within thirty (30) days. Notwithstanding the foregoing, if VCTC has not yet received funds from the FTA for the funding of the expenses covered by any such invoice when such invoice is received by VCTC from SUBRECIPIENT, VCTC will transfer funds to SUBRECIPIENT for any such invoice within five (5) working days after actual receipt of VCTC of such funds from FTA. SUBRECIPIENT shall only invoice for the types of expenses specified in the grant(s), and shall invoice for actual costs incurred in carrying out the grant activity, including, but not limited to, salary and benefits, other eligible documented agency expenses, and vendor payments. All invoices must include the full supporting documentation required by FTA, including payroll documentation tracking hours worked on the project(s), vendor invoicing, and documentation of vendor payment such as accounts payable check copies. As SUBRECIPIENT does not have a federally-approved indirect cost allocation

plan it will not be reimbursed for overhead expense. It is the intent of the parties to this Agreement that they will amend the agreement to change the allowable overhead should SUBRECIPIENT obtain a federally-approved indirect cost allocation plan. Therefore, any request for salary reimbursement must be based on after-the-fact determinations of the actual costs incurred by SUBRECIPIENT.

VCTC shall not be held responsible or liable for any late or nonpayment from FTA for any reason.

7. Quarterly Reporting: SUBRECIPIENT shall submit a quarterly report to VCTC of each program funded by grants covered by this Agreement, using the reporting template provided by VCTC.
8. Notices: All notices to VCTC under this Agreement shall be in writing and sent via US mail or email to:

Darren Kettle, Executive Director  
Ventura Transportation Commission  
750 Daily Drive, Suite 420  
Camarillo, CA 93010  
dkettle@goventura.org

All notices to SUBRECIPIENT under this Agreement shall be in writing and sent to:

Andrew Powers, City Manager  
City of Thousand Oaks  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
[Insert email here]

## II. FEDERAL REQUIREMENTS

SUBRECIPIENT shall note that the following provisions apply to grants-in-aid from DOT, and SUBRECIPIENT must take all necessary action to ensure their compliance as though they were the grantee directly.

1. Equal Employment Opportunity: During the performance of this Agreement, SUBRECIPIENT agrees as follows: SUBRECIPIENT shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, political belief, marital status, age, national origin, sex, or handicap. SUBRECIPIENT shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, marital status, religion, political belief, age, national origin, sex, or any handicap not limiting the ability of the person to perform the job contemplated. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment, or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection of training, including apprenticeship. Such shall be in compliance with Executive Order 11246 amended by Executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR, Part 60). SUBRECIPIENT agrees to post in conspicuous places, available to

employees and applicants for employment, notices setting forth the provisions of the Equal Opportunity Clause.

2. Audit and Inspection: SUBRECIPIENT shall permit, and shall require that its contractors permit, the authorized representatives of VCTC, the US DOT and the Controller General of the United States to inspect and audit all data and records of SUBRECIPIENT relating to its performance under this Agreement, as required in FTA Circular 9030.1C, Chapter VI, Application Instruction, Section 9(d), Oversight.

SUBRECIPIENT also agrees, and shall require that its contractor(s) agree, to maintain all required records relating to each grant subject to this Agreement for at least three (3) years after the funds are expended under this Agreement.

3. Debarred Bidders: SUBRECIPIENT shall require that its contractors funded by this Agreement, including any of its officers or holder of a controlling interest, inform SUBRECIPIENT whether or not it is or has been or is on any debarred, suspended, proposed for debarment, or declared ineligible list, or voluntarily excluded from participation in any Federal Contracts. Should a contractor be included on such a list during the performance of this project, it should so inform SUBRECIPIENT and SUBRECIPIENT shall take appropriate action with respect to that contractor in accordance with federal law and regulations.
4. Title VI of the Civil Rights Act of 1964: During the performance of this Agreement, RECIPIENT, for itself, its assignees, and successors in interest agrees as follows:
  - a. Compliance with Regulations: SUBRECIPIENT shall comply with the Regulations relative to nondiscrimination in federally-assisted programs under Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
  - b. Nondiscrimination: SUBRECIPIENT with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of race, color or national origin in the selection and retention of contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.56 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulation.
  - c. Solicitation for contractors, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by SUBRECIPIENT for work to be performed under a contract, including procurement of materials or leases of equipment, each potential contractor or supplier shall be notified by SUBRECIPIENT of the contractor's obligations under this contract and regulations relative to non-discrimination on the grounds of race, color, national origin and other federally-protected categories.

- d. Information and Reports: SUBRECIPIENT shall require that contractor procured by SUBRECIPIENT provide all information and reports required by the Regulations or directives issued pursuant thereto, and permit access to its books, record, accounts, other sources of information, and its facilities as may be determined by FTA to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to VCTC or FTA as appropriate and shall set forth what efforts it has made to obtain the information.
  - e. Sanctions for Noncompliance: In the event of a contractor's noncompliance with nondiscrimination provisions of this Agreement, SUBRECIPIENT shall at VCTC's direction impose contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to:
    - i. Withholding of payments to contractor until the contractor complies; and/or
    - ii. Cancellation, termination, or suspension of the contract, in whole or in part.
  - f. Incorporation of Provisions: SUBRECIPIENT shall include the provisions of paragraphs "a" through "e" of this section 4 of Part II in every contract funded through this Agreement, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. SUBRECIPIENT shall take such reasonable action with respect to any contract or procurement as VCTC or FTA may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, SUBRECIPIENT may request VCTC, and in addition, SUBRECIPIENT may request the United States to enter into such litigation to protect the interest of the United States.
- 5. Bid Protest Procedures: SUBRECIPIENT shall adopt bid award Protest Procedures for any Federal Grants-In-Aid Procurement of over \$25,000 as required by FTA.
  - 6. Federal Privacy Act: SUBRECIPIENT hereby agrees to comply with, and assures the compliance of its employees with, the information, restrictions, and other applicable requirements of the Privacy Act of 1974, 5 USC 552a. SUBRECIPIENT agrees to obtain the express consent of the Federal Government before operating a system of records on behalf of the Federal Government. SUBRECIPIENT shall include this requirement in each subcontract to administer any system of records on behalf of the Federal Government, financed in whole or in part with FTA funds.

### III. MISCELLANEOUS PROVISIONS

#### 1. Insurance

The following insurance requirements are applicable to the FTA-funded assets in the possession of SUBRECIPIENT, and to any transit operations

contracts into which SUBRECIPIENT enters subsequent to the effective date of this Agreement.

#### **A. LIABILITY INSURANCE**

Before distribution of any funds pursuant to this Agreement, SUBRECIPIENT, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the operation by SUBRECIPIENT, its agents, representatives, employees, and subcontractors of vehicles or equipment purchased pursuant to this Agreement. Consistent with the following provisions, SUBRECIPIENT shall provide proof satisfactory to VCTC of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to operating any vehicle or equipment purchased pursuant to this Agreement and prior to receiving any funds pursuant to this Agreement. SUBRECIPIENT shall not allow any contractor to commence work on any contract funded through this Agreement until SUBRECIPIENT has obtained all insurance required herein for the subcontractor(s). SUBRECIPIENT shall maintain all required insurance listed herein for the duration of this Agreement.

#### **B. COMMERCIAL GENERAL INSURANCE**

**Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

#### **C. WORKERS' COMPENSATION INSURANCE**

RECIPIENT will provide Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

#### **D. ALL POLICIES REQUIREMENTS**

**Acceptability of insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

**Verification of coverage.** Prior to beginning operations of any vehicles or equipment purchased under this Agreement and prior to any disbursement of funds pursuant to this Agreement, SUBRECIPIENT shall furnish VCTC with complete copies of all policies delivered to SUBRECIPIENT by the insurer, including complete copies of all endorsements attached to those policies. All copies of policies and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If VCTC does not receive the required insurance documents prior to SUBRECIPIENT beginning equipment or vehicle operation, this shall not waive SUBRECIPIENT's obligation to provide them. VCTC reserves the right to require complete copies of all required insurance policies at any time.

**Notice of Reduction in or Cancellation of Coverage.** A certified endorsement shall be attached to all insurance obtained pursuant to this Agreement stating that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to VCTC. In the event that any coverage required by this section is reduced, limited, cancelled, or materially affected in any other manner, SUBRECIPIENT shall provide written notice to VCTC at SUBRECIPIENT's earliest possible opportunity and in no case later than ten (10) working days after SUBRECIPIENT is notified of the change in coverage.

Any failure of SUBRECIPIENT to comply with reporting provisions of the policies shall not affect coverage provided to VCTC and its officers, employees, agents, and volunteers.

**Occurrence or accident basis.** The insurance coverage required by this Section shall cover on an occurrence or an accident basis, and not on a claims-made basis.

**Additional insured; primary insurance.** VCTC and its officers, employees, agents, and volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of activities performed by or on behalf of SUBRECIPIENT, including VCTC's general supervision of SUBRECIPIENT; products and completed operations of SUBRECIPIENT, as applicable; premises owned, occupied, or used by SUBRECIPIENT; and automobiles and equipment owned, leased, or used by the SUBRECIPIENT in the course of providing services pursuant to this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to VCTC or its officers, employees, agents, or volunteers. General liability coverage can be provided in the form of an endorsement to SUBRECIPIENT's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 23 37 forms if later revisions used).

A certified endorsement must be attached to all policies stating that coverage is primary insurance with respect to VCTC and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by VCTC shall be called upon to contribute to a loss under the coverage.

**Deductibles and Self-Insured Retentions.** SUBRECIPIENT shall disclose to and obtain the approval of VCTC for the self-insured retentions and deductibles before beginning any of the activities contemplated by any term of this Agreement. Further, if SUBRECIPIENT's insurance policy includes a self-insured retention that must be paid by a named insured as a precondition of the insurer's liability, or which has the effect of providing that payments of the self-insured retention by others, including additional insureds or insurers do not serve to satisfy the self-insured retention, such provisions must be modified by special endorsement so as to not apply to the additional insured coverage required by this Agreement so as to not prevent any of the parties to this Agreement from satisfying or paying the self-insured retention required to be paid as a precondition to the insurer's liability. Additionally, the certificates of insurance must note whether the policy does or does not include any self-insured retention and also must disclose the deductible.

During the period covered by this Agreement, only upon the prior express written authorization of Agreement Administrator, SUBRECIPIENT may increase such deductibles or self-insured retentions with respect to VCTC, its officers, employees, agents, and volunteers. The Agreement Administrator may condition approval of an increase in deductible or self-insured retention levels with a requirement that SUBRECIPIENT procure a bond, guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

**Subcontractors.** SUBRECIPIENT shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

**Wasting Policy.** No insurance policy required by Section III, subsection (1) shall include a "wasting" policy limit.

**Variation.** VCTC may approve a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that VCTC's interests are otherwise fully protected.

**Remedies.** In addition to any other remedies VCTC may have if SUBRECIPIENT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, VCTC may, at its sole option exercise any of the following remedies, which are alternatives to other remedies VCTC may have and are not the exclusive remedy for SUBRECIPIENT's breach:

Obtain such insurance and charge RECIPIENT the cost of such premiums; and/or terminate this Agreement.

**Waiver of Subrogation.** SUBRECIPIENT hereby grants to VCTC a waiver of any right to subrogation which any insurer of SUBRECIPIENT may acquire against VCTC by virtue of the payment of any loss under such insurance. SUBRECIPIENT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not VCTC has received a waiver of subrogation endorsement from the insurer.

## 2. **Indemnification**

To the fullest extent permitted by law, SUBRECIPIENT shall defend, indemnify and hold harmless VCTC, its officers, employees, and agents, from all liability costs, damages, or expenses, including attorneys' fees arising out of or incurred in connection with SUBRECIPIENT and its employees'/agents' and contractors' acts or omissions in the performance of activities contemplated in and pursuant to this Agreement, and agrees at its own cost, expense and risk to defend any and all resulting actions, suits, or other legal proceedings brought or instituted against VCTC arising out of SUBRECIPIENT'S negligent performance of any activities contemplated under this Agreement, and to pay and satisfy any resulting judgments, claims, damages and costs.



3. No Joint Venture or Partnership

This Agreement is not intended to create a partnership or joint venture between VCTC and SUBRECIPIENT. VCTC is serving as the administrator of federal funds apportioned by FTA to VCTC and SUBRECIPIENT is an eligible organization to receive FTA reimbursement funds for transit projects.

4. Attorney's Fees

If a party to this Agreement brings any action, including arbitration or an action for declaratory relief, to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

5. Severability

If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

6. Agreement Administration

This Agreement shall be administered by Peter De Haan ("Agreement Administrator"). All correspondence shall be directed to or through the Agreement Administrator or his or her designee.

CITY OF THOUSAND OAKS

VENTURA COUNTY TRANSPORTATION  
COMMISSION

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Claudia Bill-de la Peña  
Mayor

Approved as to Content:

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Andrew P. Powers  
City Manager

APPROVED AS TO FORM:

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Tracy Noonan  
City Attorney

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Kelly Long  
Chair

Approved as to Content:

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Darren M. Kettle  
Executive Director

APPROVED AS TO FORM:

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Steven T. Mattas  
General Counsel

<b>Federal Award Identification Number (FAIN)</b>	CA-90-Z151-00
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**Budget Activity Line Item: 11.7A.00 - THOUSAND OAKS BUS/DIAL A RIDE PREV MAINT  
(TH OAK FORM FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	PREVENTIVE MAINTENANCE	1

**Extended Budget Description**

TOT Bus and Dial-a-Ride Vehicle Capital Maintenance

Thousand Oaks (Thousand Oaks UA Sec. 5307 - 20% match from local transportation funds)

The City of Thousand Oaks operates a fixed route transit service called Thousand Oaks Transit (TOT) using six city-owned buses which operate on four routes connecting most parts of the City. In addition, the City has now utilized ARRA funds to purchase eight paratransit vehicles which it is now responsible for maintaining. (Previously the City leased all of its paratransit vehicles, and it is continuing to lease a portion of its paratransit vehicle fleet.) City staff provides preventive maintenance for these vehicles, following the City's Bus Preventive Maintenance Program. This year, VCTC is again requesting FTA funds for a portion of the City's preventive maintenance costs.

TIP Info: (SCAG) #07-VEN030611

Planning Info: Thousand Oaks Bus Preventive Maintenance Program

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$380,000
Non-FTA Amount			\$95,000
<b>Total Eligible Cost</b>			<b>\$475,000</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	7/1/2013	
Final Expenditure	10/1/2015	

**Budget Activity Line Item: 11.7A.00 - THOUSAND OAKS CNTR/BUS STOP PREV MAINT  
(1000 OAK FORM FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	PREVENTIVE MAINTENANCE	1

**Extended Budget Description**

Thousand Oaks Transit Facilities and Bus Stops Maintenance

Capital Maintenance (Thousand Oaks 5307 funds - 20% match from local transportation funds)

Thousand Oaks

In 2001, the City of Thousand Oaks opened the Thousand Oaks Transit Center, which

provides a central location for intermodal connections between the City's Thousand Oaks Transit fixed-route and demand-response services, the VISTA intercity service, and Amtrak feeder buses. The facility encompasses attractive passenger loading areas with shelters, a restroom facility, landscaping, and parking for 221 cars. To maintain the attractiveness of the facility to transit users and to the adjacent residential area, the City has made significant capital maintenance expenditures over the past 3 years. This year, the City is again requesting FTA funds for 80% of these estimated preventive maintenance costs. These funds will protect the prior Federal and local investment in this facility. In addition the City is also requesting to use a portion of the funds for maintaining its other bus stop locations including shelter maintenance.

TIP Information: (SCAG) #07-VEN030611

Planning info: 2013 Ventura County Unmet Transit Needs Report

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$70,000
Non-FTA Amount			\$17,500
<b>Total Eligible Cost</b>			<b>\$87,500</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	7/1/2013	
Final Expenditure	10/1/2015	

**Budget Activity Line Item: 11.16.04 - CAPITAL LEASE THOUSAND OAKS (THOUSAND OAKS UA FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE	10

**Extended Budget Description**

Thousand Oaks Transit Vehicle Capital Leases  
Thousand Oaks (Thousand Oaks UA Section 5307 - 20% match from local transportation funds)

The City of Thousand Oaks operates an extensive dial-a-ride service covering all areas within the jurisdiction of Thousand Oaks as well as adjacent County Unincorporated areas. This year, the City will again utilize Section 5307 formula monies to fund the capital costs using FTA's Capital Lease (49 CFR 639, Capital Leases) rule for reimbursement. The service has been very well received by the community, with an average of 325 boardings daily, with no refusals for ride requests. The City leases 10 vehicles for this service.

TIP Info: (SCAG) #07-VEN030612

Planning info: 2013 Ventura County Unmet Transit Needs Report

**Fuel Type**

Diesel Fuel

Funding Source	Section of Statute	CFDA Number	Amount
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49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$100,000
Non-FTA Amount			\$25,000
<b>Total Eligible Cost</b>			<b>\$125,000</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	5/1/2013	
Contract Award	7/1/2013	
Contract Complete	10/1/2015	

**Budget Activity Line Item: 11.16.04 - CAPITAL LEASE MOORPARK (THOUSAND OAKS UA AREA FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE	3

**Extended Budget Description**

Moorpark Dial-A-Ride Lease/Maintenance

Moorpark (Thousand Oaks UA Section 5307 - 20% match from local transportation funds)

The City of Moorpark operates a dial-a-ride service covering all areas within the jurisdiction of Moorpark. This year, the City will utilize Section 5307 formula monies to fund the bus capital costs using FTA's Capital Lease (49 CFR 639, Capital Leases) rule for reimbursement. The service has been very well received by the community, with an average of 12 boardings daily, with no refusals for ride requests. The City leases vehicles for this service.

TIP Info: (SCAG) #07-VEN101104

Planning info: 2013 Ventura County Unmet Transit Needs Report

**Fuel Type**

Gasoline

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$36,000
Non-FTA Amount			\$9,000
<b>Total Eligible Cost</b>			<b>\$45,000</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	5/1/2013	
Contract Award	7/1/2013	
Contract Complete	10/1/2015	

**Budget Activity Line Item: 44.22.00 - MARKETING FOR THOUSAND OAKS TRANSIT (THOUSAND OAKS UA FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
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METROPOLI TAN PLANNING (442-00)	44.22. 00	GENERAL DEVELOPMENT/COMPREH ENSIVE PLANNING	GENERAL DEVELOPMENT/COMPREH ENSIVE PLANNING	1
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#### Extended Budget Description

Transit Marketing for Thousand Oaks

Thousand Oaks (Thousand Oaks UA Sec. 5307 – 20% match from local transportation funds)

These funds will be used to continue the comprehensive approach for marketing the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT). Since the program began in 2006, TOT has experienced significant ridership increases. Areas being addressed include all aspects of the system's image, including appearance and visibility, as well as the provision of transit information to the public.

TIP Info: (SCAG) #07-VEN110601

Planning Info: TOT Transit Survey Analysis, July 2005

SCAG Overall Work Program Approval: February 19, 2014

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$40,000
Non-FTA Amount			\$10,000
<b>Total Eligible Cost</b>			<b>\$50,000</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	7/1/2014	
Final Expenditure	2/1/2016	

#### Budget Activity Line Item: 11.93.02 - 1000 OAKS BUS STOP ENHANCEMENTS (THOUSAND OAKS UA FUNDS)

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.93.02	CONSTRUCTION - BUS SHELTERS	CONSTRUCTION - BUS SHELTERS	10

#### Extended Budget Description

Thousand Oaks Bus Shelter Enhancements

Thousand Oaks (Thousand Oaks UA Enhancement Funds – 20% match from local transportation funds)

This project will provide various improvements to the bus shelters and stops in the City of Thousand Oaks. Possible improvements to be funded include upgraded map and schedule displays, lighting, and aesthetic enhancements.

TIP Info: (SCAG) #07-VEN101101

Planning Information: TOT Service Evaluation, June, 2005

Funding Source	Section of Statute	CFDA Number	Amount
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49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$20,000
Non-FTA Amount			\$5,000
<b>Total Eligible Cost</b>			<b>\$25,000</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	10/1/2014	
Contract Award	11/1/2014	
Contract Complete	8/1/2015	

**Budget Activity Line Item: 44.27.00 - THOUSAND OAKS TRANSIT SYSTEM PLANNING (THOUSAND OAKS UA FUN**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	OTHER ACTIVITIES	1

**Extended Budget Description**

Thousand Oaks Transit Planning

Thousand Oaks (Thousand Oaks UA Sec. 5307 – 20% match from local transportation funds)

This project will provide funding for continuing planning needed for the City of Thousand Oaks' fixed-route bus system which serves the City of Thousand Oaks, as well as the Demand Response system which serves ADA patrons and seniors within the City and in the nearby county unincorporated areas, as well as nearby jurisdictions as part of the ADA Intercity Service. The types of activities funded by this item including performance monitoring, development of schedules, monitoring of customer feedback, and consideration of operating and scheduling policies.

TIP Info: (SCAG) #07-VEN110602

Planning Info: 2013 Ventura County Unmet Transit Needs Report

SCAG Overall Work Program Approval: February 19, 2014

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$160,000
Non-FTA Amount			\$40,000
<b>Total Eligible Cost</b>			<b>\$200,000</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	10/1/2013	
Final Expenditure	10/1/2015	

**Budget Activity Line Item: 11.42.20 - THOUSAND OAKS TECHN UPGRADES/SOFTWARE (THOUSAND OAKS FUNDS)**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
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BUS: SUPPORT EQUIP AND FACILITIES (114- 00)	11.42.20	ACQUIRE - MISC SUPPORT EQUIPMENT	ACQUIRE - MISC SUPPORT EQUIPMENT	1
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#### Extended Budget Description

Thousand Oaks Transit Technology Upgrades and Software

Thousand Oaks (Thousand Oaks UA Section 5307 from local transportation funds)

The City of Thousand Oaks operates a fixed route transit service called Thousand Oaks Transit (TOT) using six city-owned buses which operate on four routes connecting most parts of the City. The City will use Section 5307 formula monies to buy Automatic Passenger Counters for its buses to track usage of each route and assist in scheduling.

TIP Info: (SCAG) #07-VEN130805

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$105,351
Non-FTA Amount			\$26,338
<b>Total Eligible Cost</b>			<b>\$131,689</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	12/1/2014	
Contract Award	2/15/2015	
Contract Complete	4/1/2016	

#### Budget Activity Line Item: 11.12.15 - BUY 2 REPL VANS FOR 1000 OAKS VANPOOLS (1000 OAKS FUNDS)

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
JARC PROJECTS (646-00)	11.12.15	BUY REPLACEMENT VAN	BUY REPLACEMENT VAN	2

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FY2006 forward)	5307-2	20507	\$68,000
Non-FTA Amount			\$17,000
<b>Total Eligible Cost</b>			<b>\$85,000</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB OUT FOR BID	11/1/2014	
CONTRACT AWARDED	2/1/2015	



FIRST VEHICLE DELIVERED	4/1/2015	
ALL VEHICLES DELIVERED	4/1/2015	
CONTRACT COMPLETE	8/1/2015	

<b>Federal Award Identification Number (FAIN)</b>	CA-95-X196-00
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**Budget Activity Line Item: 30.80.01 - THOUSAND OAKS EXTENDED EVENING HOURS**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.80.01	OPERATING ASSISTANCE - 80% CMAQ CAPITAL	OPERATING ASSISTANCE - 80% CMAQ CAPITAL	1

**Extended Budget Description**

Thousand Oaks Expanded Evening Hours (CMAQ funds – 88.53% match)

VCTC's grant CA-95-X158 included a project to provide the incremental cost of expanding the hours of operation. The funds proposed for this new grant, combined with the prior grant, will provide sufficient money to for extended evening service of both the dial-a-ride and fixed-route services for the rest of the first year and for a second and third years. These funds are expected to increase ridership by about 80 per day. The funds requested in this grant will fund the extended hours from approximately 1/1/2012 through 9/30/14.

TIP Info: (SCAG) #07-VEN110111 (2011 FTIP- Approved December 14, 2010)

Planning Info: Thousand Oaks Senior Adult Master Plan, 2010

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$195,000
Non-FTA Amount			\$25,264
<b>Total Eligible Cost</b>			<b>\$220,264</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	4/1/2011	
Final Expenditure	10/1/2014	

**Extended Budget Description**

Purchase One (1) Replacement Bus (CMAQ funds – 88.53% match)

Thousand Oaks

This project will provide for bus for ues in Thousand Oaks.The replacement bus will replace a bus which was originally purchased over 12 years ago.

TIP Info: (SCAG) #07-VEN110110 (2011 FTIP – Approved December 14, 2010)

**Fuel Type**

Compressed Natural Gas

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$210,988
Non-FTA Amount			\$27,336
<b>Total Eligible Cost</b>			<b>\$238,324</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
RFP/IFB OUT FOR BID	5/1/2012	
CONTRACT AWARDED	7/1/2012	
FIRST VEHICLE DELIVERED	5/15/2014	
ALL VEHICLES DELIVERED	4/1/2015	
CONTRACT COMPLETE	7/1/2015	

**Budget Activity Line Item: 11.42.20 - 1000 OAKS PARATRANSIT ELECTRONIC DISPATCH SOFTWARE UPGRADES**

<b>Scope Name / Code</b>	<b>Line Item #</b>	<b>Line Item Name</b>	<b>Activity</b>	<b>Quantity</b>
BUS: SUPPORT EQUIP AND FACILITIES (114-00)	11.42.20	ACQUIRE - MISC SUPPORT EQUIPMENT	ACQUIRE - MISC SUPPORT EQUIPMENT	1

**Extended Budget Description**

Electronic Dispatch Software Upgrades (CMAQ funds – 88.53% match)

This project will purchase software upgrades to the existing Trapeze Software paratransit reservations and dispatch system to permit on-line reservations and database sharing with countywide database.

TIP Info: (SCAG) #07-120408 (CMAQ funds – no match required)

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$100,000
Non-FTA Amount			\$12,956
<b>Total Eligible Cost</b>			<b>\$112,956</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
RFP/IFB Issued	2/1/2012	

Contract Award	5/1/2012	
Contract Complete	7/1/2013	

**Budget Activity Line Item: 30.80.01 - THOUSAND OAKS FIXED ROUTE WEEKEND SERVICE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.80.01	OPERATING ASSISTANCE - 80% CMAQ CAPITAL	OPERATING ASSISTANCE - 80% CMAQ CAPITAL	1

**Extended Budget Description**

Thousand Oaks Transit Weekend Service (CMAQ funds – 88.53% match)

Currently, Thousand Oaks Transit's fixed route service operates on weekdays only. Funds are requested to allow expansion to include weekend service. Anticipated hours of operation to start are 5:00 a.m. to 8:00 p.m. on Saturdays on four modified routes. Expansion of service to Sundays will be determined at a later date based on response and service coordination with other agencies. These improvements are expected to increase ridership by about 300 per day. The funds requested in this grant will fund the weekend service from approximately 7/1/2012 through 9/30/2015.

TIP Info: (SCAG) #07-VEN120412 (2011 FTIP – Approved December 14, 2010)

Planning Info: Thousand Oaks Senior Adult Master Plan, 2010

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$600,000
Non-FTA Amount			\$77,736
<b>Total Eligible Cost</b>			<b>\$677,736</b>

Milestone Name	Est. Completion Date	Description
Expenditure Begins	7/1/2012	
Final Expenditure	9/30/2015	

**Budget Activity Line Item: 11.43.02 - THOUSAND OAKS OPERATIONS FACILITY EXPANSION**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS: SUPPORT EQUIP AND FACILITIES (114-00)	11.43.02	CONSTRUCT - MAINTENANCE FACILITY	CONSTRUCT - MAINTENANCE FACILITY	1

**Extended Budget Description**

Thousand Oaks Operations Facility Expansion  
Thousand Oaks (Thousand Oaks CMAQ - 88.53% match)

Thousand Oaks Transit (TOT) currently operates six buses in a service area of 55 square miles, population 120,000. The bus system carries an average of 700 riders per average weekday. In the past few years there have been extensive improvements made or planned to the City's

transit system, including a new Community Transportation Center and enhanced bus stop facilities. There is now strong interest in expanding the level of service provided by TOT by increasing service frequency and coverage, which will require increasing the number of buses in the TOT system. TOT buses are currently maintained at a City-owned facility which has reached its maximum capacity for the number of vehicles it handles.

Several years ago FTA assisted the City in funding the purchase of vacant land adjacent to the current operations facility under the protective right-of-way acquisition provision under NEPA. FTA funds were also approved for project construction as part of grants CA-90-Y737, and CA-90-Y803. However, when the project went out to bid the bids came in significantly higher than estimated. The funds proposed in this grant are needed to fully fund the project based on the experience bidding the project. The work proposed in this grant was included in the scope of the environmental clearance approved in CA-90-Y737.

Since this facility will be shared with other city vehicles, transit is estimated to use one-third of the value of the facility, so FTA funds are requested to pay the federal share of one-third of the overall project cost.

FEBRUARY 2019 BUDGET REVISION - Project bids were higher than estimated necessitating removal of some items from the originally-approved scope. The contract was completed with the items removed. This Budget Revision adds funds to the ALI to allow the City to bid and award a new contract to complete the missing transit-related items from the original scope. At the next quarterly report the completion date will be revised to account for the work that is yet to be completed.

TIP Info: (SCAG) #07-081002 (2011 FTIP- Approved December 14, 2010)  
Planning Info: Thousand Oaks Capital Improvement Program

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$1,168,674
Non-FTA Amount			\$151,414
<b>Total Eligible Cost</b>			<b>\$1,320,088</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	3/16/2012	
Contract Award	5/31/2012	
Contract Complete	6/20/2013	

**Budget Activity Line Item: 11.42.20 - THOUSAND OAKS FLEET TECHNOLOGY UPGRADES FOR THOUSAND OAKS**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS: SUPPORT EQUIP AND FACILITIES (114-00)	11.42.20	ACQUIRE - MISC SUPPORT EQUIPMENT	ACQUIRE - MISC SUPPORT EQUIPMENT	25

**Extended Budget Description**

Fleet Technology Upgrades Including Fare boxes and Voice Annunciators(CMAQ funds – 88.53% match)  
Thousand Oaks

This project will provide technology upgrades to the entire Thousand Oaks fleet including new fare boxes and voice annunciators. It is likely that the voice annunciator system will also have automatic passenger counting capability. These improvements will help expedite passenger boarding and alighting and thus improve the efficiency and quality of the service, thus attracting additional ridership. In addition, the voice annunciator system will help improve the quality of compliance with ADA requirements.

TIP Info: (SCAG) #07-VEN110110 (2011 FTIP – Approved December 14, 2010)

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - Urbanized Area Formula (FHWA xfer FY 2007 fwd)	5307-3	20507	\$190,012
Non-FTA Amount			\$24,618
<b>Total Eligible Cost</b>			<b>\$214,630</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issued	1/1/2013	
Contract Award	3/1/2013	
Contract Complete	12/31/2014	

<b>Federal Award Identification Number (FAIN)</b>	CA-2016-060-00
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**Budget Activity Line Item: 30.09.05 - Metrolink Shuttle Service - City of Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
JARC PROJECTS (646-00)	30.09.05	JOB ACCESS AND REVERSE COMMUTE OPERATING ASSISTANCE	OPERATING ASSISTANCE	0

**Extended Budget Description**

Thousand Oaks/Moorpark Express Shuttle Operations (50% match)

(Thousand Oaks Area UA Funds)

Local Match Source - Local Transportation (sales tax) Funds

The funding requested by the City of Thousand Oaks will provide continuation of the express shuttle service, 6 times daily, between select Thousand Oaks locations and the Moorpark Metrolink Station for the first year of a three year program. The stops would include the California Lutheran University Campus, Thousand Oaks Transportation Center, and Oaks Mall. The service would provide improved inter-county connectivity and would increase transit capacity.

Worksheet for Thousand Oaks Operating Assistance

Total Estimated Operating Expenses: \$4,300,000

[minus] Estimated Fare Revenue: 356,520

[equals] Total Estimated Subsidy: \$3,943,480

Maximum FTA Share (50% of above): \$1,971,740

FTA Funds Requested: \$50,000

TIP Info: (SCAG) #07-VEN070202

(Thousand Oaks UA Section 5307 – 50% match)

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$50,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$100,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	6/1/2015	
End Date	10/3/2016	

**Budget Activity Line Item: 44.27.00 - Thousand Oaks Transit Planning & Technical Support**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	0

**Extended Budget Description**

Thousand Oaks Transit Planning & Technical Support  
 Thousand Oaks (Thousand Oaks UA Sec. 5307 – 20% match)  
 Local Match Source = Local Transportation (sales tax) Funds

This project will provide funding for continuing planning needed for the City of Thousand Oaks' fixed-route bus system which serves the City of Thousand Oaks, as well as the Demand Response system which serves ADA patrons and seniors within the City and in the nearby county unincorporated areas, as well as nearby jurisdictions as part of the ADA Intercity Service. The types of activities funded by this item including performance monitoring, development of schedules, monitoring of customer feedback, and consideration of operating and scheduling policies.

Calculation of FTA refund for sale of assets:

Between February and June of 2015, Thousand Oaks auctioned a total of six FTA-funded revenue vehicles, with each vehicle selling for over \$5,000. The total value of the sales was \$57,433, and since that time the City accumulated \$384 in interest on those funds, for total proceeds of \$57,817. These vehicles were purchased through ARRA with 100% federal share so the total amount due back to FTA is \$57,817.

The funding request for this ALI is calculated as follows:

Total ALI cost \$738,299

80% federal share \$590,639  
 Federal refund (see above calculation) (\$57,817)  
 Total request for ALI \$532,822

TIP Info: (SCAG) #07-VEN110602 (ALI includes \$370,222 programmed in 14/15 & \$162,600 programmed in 15/16 since item was not included in FY 2015 grant.)  
 Planning Info: 2014 Ventura County Unmet Transit Needs Report  
 SCAG Overall Work Program Approval: June 2015

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$532,822
Local			\$133,206
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$666,028</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2014	
End Date	1/3/2017	

**Budget Activity Line Item: 44.22.00 - Marketing for Thousand Oaks Transit**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	METROPOLITAN PLANNING	0

**Extended Budget Description**

Transit Marketing for Thousand Oaks  
 Thousand Oaks (Thousand Oaks UA Sec. 5307 – 20% match)  
 Local match source = Local Transportation (sales tax) Funds

These funds will be used to continue the comprehensive approach to support Marketing and Passenger Awareness Activities for marketing the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT). Since the program began in 2006, TOT has experienced significant ridership increases. Activities funded under this ALI include customer service support and public outreach materials. The program addresses all aspects of the system's image, including appearance and visibility, as well as the provision of transit information to the public.

TIP Info: (SCAG) #07-VEN110602 (ALI includes \$40,000 programmed in 14/15 & \$40,000 programmed in 15/16 since item was not included in VCTC's FY 2015 grant.)

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$80,000
Local			\$20,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$100,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2014	
End Date	1/3/2017	

**Budget Activity Line Item: 30.09.03 - Operating Assistance - City of Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

**Extended Budget Description**

Thousand Oaks Summer Beach Shuttle  
 Thousand Oaks (Thousand Oaks UA Section 5307 – 50% match)  
 Local Match Source = Local Transportation (sales tax) Funds

The Summer Beach Bus program would provide a scheduled fixed-route service between a limited number of locations in Thousand Oaks, and select beach locations along the Malibu coast. The service would operate several round trips per day throughout the summer. The service will provide recreational opportunities for the general public, particularly seniors, persons with disabilities and students. There is currently no transit service from Thousand Oaks to coast at Malibu. The service will be promoted in conjunction with the local park and school districts. Service will utilize motorcoach type transportation to allow the transportation of ancillary personal belongings in a safe manner.

Since Thousand Oaks Transit operates fewer than 75 buses, it is eligible under MAP-21 to receive federal funds for operating assistance. The proposed beach shuttle will be one of the two first projects use of federal transit operating assistance under this provision in the Thousand Oaks Urban Area.



Total Estimated Operating Expenses: \$4,300,000  
 [minus] Estimated Fare Revenue: 356,520  
 [equals] Total Estimated Subsidy: \$3,943,480  
 Maximum FTA Share (50% of above): \$1,971,740  
 FTA Funds Requested: \$50,000

TIP Info: (SCAG) #07-VEN150623 - programmed in 15/16

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$50,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$100,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	6/1/2015	
End Date	10/3/2016	

**Budget Activity Line Item: 11.93.08 - Bus Stop Enhancements - Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
Bus Associated Transit Improvements (119-00)	11.93.08	CONSTRUCT SIGNAGE	CONSTRUCTION	0

**Extended Budget Description**

Thousand Oaks Bus Stop Enhancements  
 Thousand Oaks (Thousand Oaks UA Enhancement Funds – 20% match)  
 Match Source - Local Transportation (sales tax) Funds

This project will provide various improvements to the bus shelters and stops in the City of Thousand Oaks. Possible improvements to be funded include upgraded map and schedule displays, lighting, and aesthetic enhancements.

TIP Info: (SCAG) #07-VEN101101 (funds programmed in 14/15 since the item was not included in VCTC's FY 2015 grant.)

Planning Information: TOT Service Evaluation, June, 2005

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$10,000
Local			\$2,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$12,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2016	
End Date	1/2/2018	

**Budget Activity Line Item: 11.7C.00 - ADA Intercity Service Provided By Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7C.00	NON FIXED ROUTE ADA PARATRANSIT SERVICE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

ADA East County Service

VCTC (Thousand Oaks UA Section 5307 - 20% match from local transportation funds)

In May, 1999, VCTC prepared a report on the ADA service in Eastern Ventura County, which identified a need to reduce the cost of ADA service between cities in this area (Simi Valley, Moorpark, Thousand Oaks, and Camarillo). Previously, each of these cities provided a low cost service within its boundaries, however the cost between these cities, which are separated by agricultural lands and open space, was quite high. For example, a one-way trip between Camarillo and Thousand Oaks would cost between \$8 and \$25.

The Ventura County Paratransit Coordinating Committee proposed a reconfigured system for ADA trips between the east county cities, and between the East County and Camarillo, with each one-way trip having a fare of no more than \$2.00. The start-up for this service was funded from VCTC's FY 1999/00 FTA grant. FTA funds are requested at this time to provide the intercity-service in the east county through Thousand Oaks transit, which is currently operating the Intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year.

This item involves use of publicly-owned buses provided to a private contractor to operate.

TIP Info: (SCAG) #07-VEN150603

Planning Information: VCTC Regional Transit Study (2012)

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$100,000
Local			\$25,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$125,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2015	
End Date	10/3/2016	

**Budget Activity Line Item: 11.7A.00 - Transit Facilities / Stops Preventive Maintenance - Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

Thousand Oaks Transit Facilities and Bus Stops Maintenance  
Capital Maintenance (Thousand Oaks 5307 funds – 20% match)  
Thousand Oaks

In 2001, the City of Thousand Oaks opened the Thousand Oaks Transit Center, which provides a central location for intermodal connections between the City's Thousand Oaks Transit fixed-route and demand-response services, the VISTA intercity service, and Amtrak feeder buses. The facility encompasses attractive passenger loading areas with shelters, a restroom facility, landscaping, and parking for 221 cars. To maintain the attractiveness of the facility to transit users and to the adjacent residential area, the City has made significant capital maintenance expenditures over the past 3 years. This year, the City is again requesting FTA funds for 80% of these estimated preventive maintenance costs. These funds will protect the prior Federal and local investment in this facility. In addition the City is also requesting to use a portion of the funds for maintaining its other bus stop locations including shelter maintenance.

TIP Information: (SCAG) #07-VEN030611 (ALI includes both \$100,000 programmed in 14/15 and \$150,000 programmed in 15/16 since the item was not included in VCTC's FY 2015 grant.)  
Planning info: 2015 Ventura County Unmet Transit Needs Report

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
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49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$250,000
Local			\$62,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$312,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2014	
End Date	7/3/2017	

**Budget Activity Line Item: 11.7A.00 - Preventive Maintenance Fixed Route and Dial a Ride Buses - Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TOT Bus and Dial-a-Ride Vehicle Capital Maintenance  
Thousand Oaks (Thousand Oaks UA Sec. 5307- 20% match)  
Local Match source - Local Transportation (sales tax) Fund

The City of Thousand Oaks operates a fixed route transit service called Thousand Oaks Transit (TOT) using six city-owned buses which operate on four routes connecting most parts of the City. In addition, the City has now utilized ARRA funds to purchase eight paratransit vehicles which it is now responsible for maintaining. (Previously the City leased all of its paratransit vehicles, and it is continuing to lease a portion of its paratransit vehicle fleet.) City staff provides preventive maintenance for these vehicles, following the City's Bus Preventive Maintenance Program. This year, VCTC is again requesting FTA funds for a portion of the City's preventive maintenance costs.

TIP Info: (SCAG) #07-VEN030611 (ALI includes \$380,000 in programmed in 14/15 and \$380,000 programmed in 15/16 since the item was not included in VCTC's FY 2015 grant.)  
Planning Info: Thousand Oaks Bus Preventive Maintenance Program

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$760,000
Local			\$190,000
Local/In-Kind			\$0
State			\$0

State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$950,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2015	
End Date	11/1/2017	

**Budget Activity Line Item: 11.16.04 - Paratransit Vehicle Capital Contracting Lease/Maintenance Costs For Thousand Oaks**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE - REPLACEMENT - CAPITAL BUS	10

**Extended Budget Description**

Thousand Oaks Transit Vehicle Capital Contracting Costs  
Thousand Oaks (Thousand Oaks UA Section 5307 – 20% match)  
Local match source = Local Transportation (sales tax) fund

The City of Thousand Oaks operates an extensive dial-a-ride service covering all areas within the jurisdiction of Thousand Oaks as well as adjacent County Unincorporated areas. This year, the City will again utilize Section 5307 formula monies to fund the capital costs as associated with maintenance and depreciation for the dial-a-ride vehicles provided by the city's contractor as part of its turnkey contract. The service has been very well received by the community, with an average of 325 boardings daily, with no refusals for ride requests. The City's contractor provides 10 vehicles for this service.

These funds will be used towards a partial-turnkey contract, which provides for operation of 8 City-owned paratransit vehicles and 12 vehicles provided by the contractor. The City does not use the standard percentages under the Circular 5100 but instead the costs are accounted for by the contractor and submitted to VCTC and then used as the basis for submitting to FTA for reimbursement of 80% of the documented depreciation of the contractor-owned buses only. The estimated costs for the 2 years of 14/15 and 15/16 are as follows:

Transit Services = \$2,390,000  
Contractor-Owned Vehicles Depreciation plus Maintenance (Eligible Capital Cost of Contracting Expense) = \$195,000  
Total Contract = \$2,585,000

Total eligible FTA capital cost of contracting payment (80% of eligible cost) = \$156,000  
Total request in this grant = \$150,000

TIP Info: (SCAG) #07-VEN030612 (ALI includes \$50,000 programmed in 14/15 and \$100,000 programmed in 15/16 funds since the item was not included in VCTC's FY 2015 grant.)  
Planning info: 2015 Ventura County Unmet Transit Needs Report

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
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<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$187,500</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
RFP/IFB Issue Date	5/1/2014	
Contract Award Date	6/2/2014	
Initial Delivery Date	7/1/2014	
Final Delivery Date	7/1/2014	
Contract Completion Date	11/1/2017	

<b>Federal Award Identification Number (FAIN)</b>	CA-2018-003-00
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<b>Period of Performance Start Date</b>	1/10/2018	
<b>Original Period of Performance End Date</b>	3/2/2020	
<b>Current Period of Performance End Date</b>	6/30/2022	Revision #: 1

### Project Description

#### Capital Contracting Costs

This project provides funds for Capital Cost of Contracting for dial-a-ride services provided to the cities of Thousand Oaks through a turnkey contract with MV Transportation. The funds provided for this purpose are for turnkey contract cost associated with maintenance and capital cost of contracting, with capital cost of contracting being equivalent to the depreciation of the privately-owned vehicles in use in the public transportation service during the contract period. The method of calculation of this cost and reimbursable amounts for the two transit operators are summarized in the line item details for the two line items numbered 11.16.04.

#### Preventive Maintenance

This project provides preventive maintenance funds for Thousand Oaks. These grant activities are a categorical exclusion under NEPA. The maintenance costs for these three transit operators are documented under the items numbered 11.7A.00.

## ADA Service

These funds represent the funds from the 10% of the apportionment which per Section 9030.1E Section IV-2(n) can be used for complementary ADA service at the 80/20 ratio. This line item is described in detail in the line items numbered 11.7C.00.

## Operating Assistance

The grant provides operating assistance for Thousand Oaks, which operates fewer than 75 buses and is therefore eligible first under MAP-21 and now under FAST to receive federal funds for operating assistance. The calculation of eligible amounts is provided in the line item details for each of the line items numbered 30.09.03.

## Planning Projects

Funds are provided for planning for Thousand Oaks.

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

### Extended Budget Description

THOUSAND OAKS/MOORPARK EXPRESS SHUTTLE OPERATIONS  
Thousand Oaks

The funding requested by the City of Thousand Oaks will provide continuation of the express shuttle service, 6 times daily, between select Thousand Oaks locations and the Moorpark Metrolink Station. The stops would include the California Lutheran University Campus, Thousand Oaks Transportation Center, and Oaks Mall. The service would provide improved inter-county connectivity and would increase transit capacity.

Worksheet for Thousand Oaks Operating Assistance

Total Estimated Operating Expenses: \$2,580,000

[minus] Estimated Fare Revenue: \$393,000

[equals] Total Estimated Subsidy: \$2,187,000

Maximum FTA Share (50% of above): \$1,093,500

FTA Funds Requested (Express Shuttle + Beach Shuttle): \$150,000

FEBRUARY 2019 BUDGET REVISION- This demonstration bus service has been cancelled due to low ridership. This Budget Revision removed the remaining unexpended fund balance from the ALI and transfers the funds to another project.

TIP Info: (SCAG) #07-VEN070202

### PROJECT FUNDING

Federal Funds (50%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$100,000

Match (50%):

City General Fund: \$100,000

Total Project Cost: \$200,000

### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$24,270
Local			\$24,270
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$48,540</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2017	
End Date	11/1/2019	

**Budget Activity Line Item: 11.7A.00 - PREVENTIVE MAINTENANCE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TOT TRANSIT FACILITIES /BUS STOPS CAPITAL MAINTENANCE  
THOUSAND OAKS

These funds are used to offset costs associated with PM. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles, transit center, operations center, and bus stops) in a cost effective manner.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2016 to June 30, 2017 is \$2,580,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$1,151,000 less \$0 for warranty recovery leaving \$1,151,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$580,000 (\$200,000 in this ALI and \$380,000 for facility maintenance in another ALI (11.7A.00) in this Project to this allowable share. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Facilities: accessibility features, security systems, pavement, landscaping, roofing, lighting

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$200,000

Match (20%):

City General Fund: \$50,000

Total Project Cost: \$250,000



**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$200,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$250,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2016	
End Date	3/1/2018	

<b>Budget Activity Line Item: 44.22.00 - Transit Planning &amp; Education</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	METROPOLITAN PLANNING	0

**Extended Budget Description**

TRANSIT PLANNING & EDUCATION  
THOUSAND OAKS

These funds will be used to continue the comprehensive approach to support Planning and Education Passenger Awareness Activities for the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT). Since the program began in 2006, TOT has experienced significant ridership increases. The program addresses all aspects of the system's image, including appearance and visibility, as well as the provision of transit information to the public.

TIP Info: (SCAG) #07-VEN110602

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

City General Fund: \$12,500

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2017	
End Date	11/1/2019	

**Budget Activity Line Item: 44.27.00 - THOUSAND OAKS TRANSIT PLANNING & TECHNICAL SUPPORT**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	0

**Extended Budget Description**

THOUSAND OAKS TRANSIT PLANNING & TECHNICAL SUPPORT  
THOUSAND OAKS

This project will provide funding for continuing planning needed for the City of Thousand Oaks' fixed-route bus system which serves the City of Thousand Oaks, as well as the Demand Response system which serves ADA patrons and seniors within the City and in the nearby county unincorporated areas, as well as nearby jurisdictions as part of the ADA Intercity Service. The types of activities funded by this item including performance monitoring, development of schedules, monitoring of customer feedback, and consideration of operating and scheduling policies.

TIP Info: (SCAG) #07-VEN110602

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$49,068

Match (20%):

City General Fund: \$12,267

Total Project Cost: \$61,335

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$49,068
Local			\$12,267
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$61,335</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2017	
End Date	11/1/2019	

**Budget Activity Line Item: 11.7A.00 - Tot Transit Vehicles Capital Maintenance**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TOT TRANSIT VEHICLES CAPITAL MAINTENANCE  
THOUSAND OAKS

These funds are used to offset costs associated with PM. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles) in a cost effective manner.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2016 to June 30, 2017 is \$2,580,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$1,151,000 less \$0 for warranty recovery leaving \$1,151,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$580,000 (\$380,000 in this ALI and \$200,000 for facility maintenance in another ALI (11.7A.00) in this Project to this allowable share. This item does not include PM for the DAR vehicles provided under the city's turnkey contract, which is funded under another Line Item (11.16.04) in this grant. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Equipment: bus washer, CNG fueling station

Fleet: safety inspections, oil changes, transmission service, wheelchair service, air system service, oil testing/cleanup

FEBRUARY 2019 BUDGET REVISION - This revision increases the ALI funding to provide sufficient funds for project completion.

TIP Info: (SCAG) #07-VEN030611

PROJECT FUNDING

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$380,000

Match (20%):

City General Fund: \$95,000

Total Project Cost: \$475,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$455,730
Local			\$113,933
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$569,663</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2017	
End Date	5/1/2019	

**Budget Activity Line Item: 11.7C.00 - ADA EAST COUNTY SERVICE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7C.00	NON FIXED ROUTE ADA PARATRANSIT SERVICE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

ADA EAST COUNTY SERVICE

Thousand Oaks

In May, 1999, VCTC prepared a report on the ADA service in Eastern Ventura County, which identified a need to reduce the cost of ADA service between cities in this area (Simi Valley, Moorpark, Thousand Oaks, and Camarillo). Previously, each of these cities provided a low cost service within its boundaries, however the cost between these cities, which are separated by agricultural lands and open space, was quite high. For example, a one-way trip between Camarillo and Thousand Oaks would cost between \$8 and \$25.

The Ventura County Paratransit Coordinating Committee proposed a reconfigured system for ADA trips between the east county cities, and between the East County and Camarillo, with each one-way trip having a fare of no more than \$2.00. The start-up for this service was funded

from VCTC's FY 1999/00 FTA grant. FTA funds are requested at this time to provide the intercity-service in the east county through Thousand Oaks transit, which is currently operating the Intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year.

This item involves use of publicly-owned buses provided to a private contractor to operate.

TIP Info: (SCAG) #07-VEN150603

#### PROJECT FUNDING

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$100,000

Match (20%):

City General Fund: \$25,000

Total Project Cost: \$125,000

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$100,000
Local			\$25,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$125,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2017	
End Date	5/1/2019	

#### Budget Activity Line Item: 30.09.03 - THOUSAND OAKS SUMMER BEACH SHUTTLE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

#### Extended Budget Description

THOUSAND OAKS SUMMER BEACH SHUTTLE

Thousand Oaks

The Summer Beach Bus program would provide a scheduled fixed-route service between a limited number of locations in Thousand Oaks, and select beach locations along the Malibu

coast. The service would operate several round trips per day throughout the summer. The service will provide recreational opportunities for the general public, particularly seniors, persons with disabilities and students. There is currently no transit service from Thousand Oaks to coast at Malibu. The service will be promoted in conjunction with the local park and school districts. Service will utilize motorcoach type transportation to allow the transportation of ancillary personal belongings in a safe manner. The service was operated 6/19/2017 – 8/18/2017.

Since Thousand Oaks Transit operates fewer than 75 buses, it was eligible under MAP-21 and is now eligible under FAST to receive federal funds for operating assistance. The proposed beach shuttle will be one of the two first projects use of federal transit operating assistance under this provision in the Thousand Oaks Urban Area.

TIP Info: (SCAG) #07-VEN150623

Planning info: 2017 Ventura County Unmet Transit Needs Report

Worksheet for Thousand Oaks Operating Assistance

Total Estimated Operating Expenses: \$2,580,000

[minus] Estimated Fare Revenue: \$393,000

[equals] Total Estimated Subsidy: \$2,187,000

Maximum FTA Share (50% of above): \$1,093,500

FTA Funds Requested (Express Shuttle + Beach Shuttle): \$150,000

#### PROJECT FUNDING

Federal Funds (50%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (50%):

City General Fund: \$50,000

Total Project Cost: \$100,000

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$50,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$100,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	6/1/2017	
End Date	12/1/2018	

<b>Budget Activity Line Item: 11.16.04 - THOUSAND OAKS DIAL-A-RIDE TRANSIT VEHICLE CAPITAL CONTRACTING COSTS</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE - REPLACEMENT - CAPITAL BUS	10

**Extended Budget Description**

THOUSAND OAKS DIAL-A-RIDE TRANSIT VEHICLE CAPITAL CONTRACTING COSTS  
THOUSAND OAKS

The City of Thousand Oaks operates an extensive dial-a-ride service covering all areas within the jurisdiction of Thousand Oaks as well as adjacent County Unincorporated areas. This year, the City will again utilize Section 5307 formula monies to fund the capital costs as associated with maintenance and depreciation for the dial-a-ride vehicles provided by the city's contractor as part of its turnkey contract. The service has been very well received by the community, with an average of 325 boardings daily, with no refusals for ride requests. The City's contractor provides 10 vehicles for this service.

The dial-a-ride service is provided under a turnkey contract with MV Transportation This ALI only for turnkey contract cost associated with maintenance and capital cost of contracting, with capital cost of contracting being equivalent to the depreciation of the privately-owned vehicles in use in the public transportation service during the contract period. Thousand Oaks' contract requires the contractor to account for capital cost of contracting and maintenance amounts separately and based on this further justification Thousand Oaks is requesting reimbursement for 80% of these documented lease costs, rather than using the `percent of contract allowed for capital assistance without requiring further justification` provided as allowed in Circular C-9030, Section IV-2p.

Please note that the "Total Eligible Cost" in this Line Item is not the full MV Transportation contract payment but rather the portion of the Roadrunner contract for which VCTC intends to apply 5307 funds for capital costs including maintenance.

Total FY 17/18 estimated payment to Thousand Oaks turnkey contractor (MV): \$1,250,000

"Default" capital share based on Circular 9030.1E, Exhibit IV-1: 50%, or \$625,000

80% Federal share of "Default" capital share: \$500,000

Total amount requested in this grant for Thousand Oaks Dial-a-Ride Capital Contracting Cost: \$120,000

TIP Info: (SCAG) #07-VEN030612

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2017 Section 5307 Thousand Oaks (UZA #61440): \$120,000

Match (20%):

City General Fund: \$30,000

Total Project Cost: \$150,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Diesel Fuel	Used	25

Funding Source	Section of Statute	CFDA Number	Amount
49 USC 5307 - (MAP 21) Urbanized Area Formula (FY2013 and forward)	5307-2A	20507	\$120,000
Local			\$30,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$150,000</b>

Milestone Name	Est. Completion Date	Description
Initial City Approval	4/3/2017	
Final City Approval	6/1/2017	
Begin Lease Activity	7/1/2017	
End Lease Activity	1/1/2019	

<b>Federal Award Identification Number (FAIN)</b>	CA-2018-042-00
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<b>Period of Performance Start Date</b>	5/10/2018	
<b>Original Period of Performance End Date</b>	12/31/2020	
<b>Current Period of Performance End Date</b>	12/31/2020	Revision #: 0

**Budget Activity Line Item: 11.18.15 - Thousand Oaks Dial-a-Ride Capital Lease**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	11.18.15	LEASE VANS	LEASE - EXPANSION - CAPITAL BUS	2

**Extended Budget Description**

Line Item: Thousand Oaks Dial-a-Ride Capital Lease

Thousand Oaks Area Funds = \$40,000

Total Project Cost = \$50,000

FTA 80% Share = \$40,000 (Section 5310 FFY 2017 UZA 61440)

Local Share = \$10,000 (Local Transportation Fund - from CA Transportation Development Act 1/4% state sales tax)

Federal Participation = 80%

This project will provide funds to lease two additional vans in support of the Thousand Oaks local service. The Thousand Oaks Dial-a-Ride currently has 4 vehicles, each having a capacity of three wheelchair positions. On multiple occasions monthly, Thousand Oaks has received



request to transport up to 14 passengers in mobility devices around the same time to or from the same locations, which is more than can be accommodated with the existing four vehicles. The additional vans will allow Thousand Oaks to transport more senior riders in mobility devices simultaneously, accommodating more than 14 at the same time.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$40,000
Local			\$10,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$50,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2018	
End Date	11/1/2019	

**Budget Activity Line Item: 11.18.15 - Thousand Oaks Ecta Intercity Service Vehicle Lease**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	11.18.15	LEASE VANS	LEASE - EXPANSION - CAPITAL BUS	2

**Extended Budget Description**

Line Item: Thousand Oaks ECTA Intercity Service Vehicle Lease

Thousand Oaks Area Funds = \$20,000

Total Project Cost = \$25,000

FTA 80% Share = \$20,000 (Section 5310 FY 2017 UZA 61440)

Local Share = \$5,000 (Local Transportation Fund - CA Transportation Development Act 1/4% sales tax)

Federal Participation = 80%

This project allows the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to lease up to two additional vehicles for the program which is now averaging 1,500 daily riders and exceeded 1,700 riders in August 2017. This service is between the Moorpark, Thousand Oaks, and Simi Valley service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect

service provides rides to seniors and persons with disabilities outside of the local transit service areas of the cities.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2018	
End Date	11/1/2019	

**Budget Activity Line Item: 11.7L.00 - Thousand Oaks Group Travel Training**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	11.7L.00	MOBILITY MANAGEMENT (5302(A)(1)(L))	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

Line Item: City of Thousand Oaks Group Travel Training

Thousand Oaks Area Funds = \$8,000

Total Project Cost = \$10,000

FTA 80% Share = \$8,000 (Section 5310 FFY 2017 UZA 61440)

Local Share = \$2,000 (Local Transportation Fund - CA Transportation Development Act 14% sales tax)

Federal Participation = 80%

Detailed Description: This project provides group travel training sessions for seniors and persons with disabilities at the Thousand Oaks and Moorpark Senior Centers and then provides demonstration rides to the participants. The group training would supplement the existing personalized training program administered by the Mobility Management Partners, Inc., the VCTC contractor, and would provide a cost effective supplement to a service that has funding challenges due to the expense of individualize training.

Based upon the survey of social service agencies that was conducted as part of the 2012 Coordinated Human Services Transportation Plan Update, travel training for individuals uncertain of fixed-route was identified as a Trip Purpose/Other Need for older adults and

persons with disabilities. This project has been identified as a high priority of the Senior Transportation Committee and has been successful in training nearly 300 seniors to date.

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$8,000
Local			\$2,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$10,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2018	
End Date	11/1/2019	

**Budget Activity Line Item: 30.09.01 - Thousand Oaks Ecta Intercity Ada Service Operating Assistance**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
NEW FREEDOM PROJECTS (647-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

**Extended Budget Description**

Line Item: Thousand Oaks ECTA Intercity ADA Operating Assistance

Thousand Oaks Area Funds = \$5,005 Section 5310 FFY 2016 UZA 61440; \$34,995 Section 5310 FY 2017 UZA 61440; Total UZA 61440 = \$40,000

Total Project Cost = \$50,000

FTA 50% share = \$25,000 (\$5,005 Section 5310 FFY 2016 UZA 61440; \$19,995 Section 5310 FY 2017 UZA 61440)

FTA Transportation Development Credits Credit Share = \$15,000 (Section 5310 FFY 2017 UZA 61440)

Local Share = \$10,000 (Local Transportation Funds - CA Transportation Development Act 1/4% sales tax)

Federal Participation Including Transportation Development Credits = 80%

This project provides operating subsidy for the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to continue providing intercity city Dial-a-Ride service on Saturday between the Moorpark, Thousand Oaks, and Simi Valley service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect service provides rides to seniors and persons with

disabilities outside of the local transit service areas of the cities.

Worksheet for ECTA Operating Assistance

Total Estimated Operating Expenses: \$702,000

[minus] Estimated Fare Revenue: \$100,000

[equals] Total Estimated Subsidy: \$602,000

Maximum FTA Share (50% of above): \$301,000

FTA Funds Requested (ADA + Senior Services): \$60,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$40,000
Local			\$10,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$15,000
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$50,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2018	
End Date	12/31/2019	

**Budget Activity Line Item: 30.09.01 - Thousand Oaks ECTA Saturday Senior ADA Service**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
NEW FREEDOM PROJECTS (647-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

**Extended Budget Description**

Line Item: Thousand Oaks ECTA Saturday Senior ADA Service

Thousand Oaks Area Funds = \$20,000

Total Project Cost = \$25,000

FTA 50% share = \$12,500 (Section 5310 FFY 2017 UZA 61440)

FTA Transportation Development Credits Share = \$7,500 (Section 5310 FFY 2017 UZA 61440)

Local Share = \$5,000 (Local Transportation Funds - CA Transportation Development Act 1/4% sales tax)

Federal Participation Including Transportation Development Credits = 80%

This project allows the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to continue providing intercity city Dial-a-Ride service on Saturday between the Moorpark, Thousand Oaks, and Simi Valley

service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect service provides rides to seniors and persons with disabilities outside of the local transit service areas of the cities.

Worksheet for ECTA Operating Assistance

Total Estimated Operating Expenses: \$702,000

[minus] Estimated Fare Revenue: \$100,000

[equals] Total Estimated Subsidy: \$602,000

Maximum FTA Share (50% of above): \$301,000

FTA Funds Requested (ADA + Senior Services): \$60,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$7,500
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2018	
End Date	12/31/2018	

**Budget Activity Line Item: 30.09.01 - Thousand Oaks Free Bus Rides For Ada/dar Card Holders**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
NEW FREEDOM PROJECTS (647-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

**Extended Budget Description**

Line Item: Thousand Oaks Bus Free Rides for ADA/DAR Patrons

Thousand Oaks Area Funds = \$20,000

Total Project Cost = \$25,000

FTA 50% share = \$12,500 (Section 5310 FFY 2017 UZA 61440)

FTA Transportation Development Credits Share = \$7,500 (Section 5310 FFY 2017 UZA 61440)

Local Share = \$5,000 (Local Transportation Funds - CA Transportation Development Act 1/4% sales tax)

Federal Participation Including Transportation Development Credits = 80%

This project provides for the reimbursement of lost fare revenue to Thousand Oaks for a

program that allows Senior Dial-a-Ride and ADA card holders to ride city buses for free.

Worksheet for Thousand Oaks Operating Assistance

Total Estimated Operating Expenses: \$2,580,000

[minus] Estimated Fare Revenue: \$393,000

[equals] Total Estimated Subsidy: \$2,187,000

Maximum FTA Share (50% of above): \$1,093,500

FTA Funds Requested : \$20,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$7,500
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
Start Date	1/1/2018	
End Date	12/31/2019	

<b>Federal Award Identification Number (FAIN)</b>	CA-2018-076-00
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**Award Start Date**

7/10/2018

**Award End Date**

1/31/2023

**Project Description**

Four Expansion Buses for Thousand Oaks Transit

This project entails the procurement of four additional 30' CNG buses to allow an expansion of the fixed route service in Thousand Oaks. The Thousand Oaks Transit Master Plan identified proposed new routes for service and by obtaining these additional buses the City expects to be able to launch two of these routes. The City has sufficient resources, primarily local transportation funds (sales tax), to operate and maintain these vehicles. The fleet status section of TrAMS reflects VCTC's fleet and not subrecipients. Thousand Oaks has 5 peak-period vehicles and 1

spare; this grant will increase its fleet to 8 peak vehicles and 2 spares. The City is able to operate and maintain these vehicles. These buses will meet Clean Air Act (CAA) and Americans with Disabilities Act (ADA) standards.

#### Thousand Oaks Transportation Center Improvements

To accommodate the expansion of service for Thousand Oaks Transit, funds are requested to expand the existing bus boarding and alighting area to increase the capacity from three buses to six buses, construct an ADA-accessible sidewalk to the lower parking lot, and provide pedestrian pathway improvements from South Rancho Road to the bus boarding area. The Thousand Oaks Transportation Center is served by both Thousand Oaks Transit and VCTC Intercity Bus.

<b>Budget Activity Line Item: 11.33.02 - Thousand Oaks Transportation Center Improvements 07-VEN120420</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - STATION/STOPS/TERMINALS (113-00)	11.33.02	CONSTRUCT - BUS STATION	CONSTRUCTION OF BUS STATIONS/TERMINALS	1

#### Extended Budget Description

THOUSAND OAKS TRANSPORTATION CENTER IMPROVEMENTS  
THOUSAND OAKS

To accommodate the expansion of service for Thousand Oaks Transit, funds are requested to expand the existing bus boarding and alighting area to increase the capacity from three buses to six buses, construct a sidewalk to the lower parking lot, and provide pedestrian pathway improvements from South Rancho Road to the bus boarding area. The Thousand Oaks Transportation Center is served by both Thousand Oaks Transit and VCTC Intercity Bus. These improvements will be design to comply with ADA standards. The expected useful life for the transit center improvements is 40 years. All improvements are in the existing right-of-way.

The total estimated cost of this project is estimated at \$2,375,000 including design, with the remaining costs to come from the city's apportionment of Transportation Development Act (state sales tax for transportation) revenue.

TIP Info: (SCAG) #07-VEN120420 2017 FTIP – Approved December 16, 2016)

#### PROJECT FUNDING

Federal Funds (88.53%):

FFY 2018 CMAQ Thousand Oaks (UZA #61440): \$1,500,000

Match (11.47%):

Local Transportation Fund: \$194,341 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$1,694,341

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$1,500,000
Local			\$194,341
Local/In-Kind			\$0

State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$1,694,341</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
Begin Design	2/11/2019	
Complete Design	11/2/2020	
Release Construction Bid Document	12/27/2020	
Award Construction Contract	3/12/2021	
Construction Substantially Complete	3/12/2022	
Contract Closeout	1/31/2023	

**Budget Activity Line Item: 11.13.03 - 4 Cng Buses For Expansion For Thousand Oaks 07-  
VEN151102**

<b>Scope Name / Code</b>	<b>Line Item #</b>	<b>Line Item Name</b>	<b>Activity</b>	<b>Quantity</b>
BUS - ROLLING STOCK (111-00)	11.13.03	BUY 30-FT BUS FOR EXPANSION	BUY EXPANSION - CAPITAL BUS	4

**Extended Budget Description**

4 CNG BUSES FOR EXPANSION  
THOUSAND OAKS

This project entails the procurement of four additional 30' CNG buses to allow an expansion of the fixed route service in Thousand Oaks. The Thousand Oaks Transit Master Plan identified proposed new routes for service and by obtaining these additional buses the City expects to be able to launch two of these routes. The City has sufficient resources, primarily local transportation funds (sales tax), to operate and maintain these vehicles. These vehicle will comply with Clean Air Act (CAA) and Americans with Disabilities Act (ADA) requirements.

The fleet status section of TrAMS reflects VCTC's fleet and not subrecipients. Thousand Oaks has 5 peak-period vehicles and 1 spare; this grant will increase its fleet to 8 peak vehicles and 2 spares. The City of Thousand Oaks is able to operate and maintain this vehicle expansion, using its allocation of State of California Transportation Development Act (sales tax for transportation) funds.

TIP Info: (SCAG) #07-VEN151102 2017 FTIP – Approved December 16, 2016)

**PROJECT FUNDING**

Federal Funds (88.53%):

FFY 2018 CMAQ Thousand Oaks (UZA #61440): \$1,500,000

Match (11.47%):

Local Transportation Fund: \$194,341 (from CA Transportation Development Act 1/4% state



sales tax)

Total Project Cost: \$1,694,341

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Compressed Natural Gas	New	30

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$1,500,000
Local			\$194,341
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$1,694,341</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issue Date	1/21/2019	
Contract Award Date	5/6/2019	
Initial Delivery Date	2/28/2020	
Final Delivery Date	4/30/2020	
Contract Completion Date	10/31/2020	

## Project Description

### Project Description

The requested funds will be used to continue ongoing activities for the cities of Thousand Oaks and Moorpark which are municipal transit operators and subrecipients to VCTC, located in the Thousand Oaks Urbanized Area. Included are the purchase of vanpool vans for Thousand Oaks through the JARC program.

#### Federal Funds

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$1,600,805

Local Match: \$656,070 (Transportation Development Act state transportation sales tax)

Total Project Cost: \$2,256,875

#### 1) Capital Contracting Costs

This project provides funds for Capital Cost of Contracting for dial-a-ride services provided to the city of Thousand Oaks through a turnkey contract with MV Transportation. The funds provided for this purpose are for turnkey contract cost associated with maintenance and capital cost of contracting, with capital cost of contracting being equivalent to the depreciation of the privately-owned vehicles in use in the public transportation service during the contract period. The method of calculation of this cost and reimbursable amounts for the two transit operators are summarized

in the line item details for the two line items each of which is numbered 11.16.04.

#### Preventive Maintenance

This project provides preventive maintenance funds for facilities and vehicles for Thousand Oaks and Moorpark. These grant activities are a categorical exclusion under NEPA. The maintenance costs for these two transit operators are documented under the items numbered 11.7A.00. The grant applies \$678,000 in FY 18 Section 5307 funds for PM for the period between 7/1/18 and 6/30/19.

#### Capital Bus Equipment

This project includes three line items for bus related capital equipment costs for Thousand Oaks, specifically (1) to replace the City's existing bus wash which was purchased in 2010 and is inadequate (does not sufficiently clean the vehicles), suffers from frequent breakdowns and has caused nearly \$50,000 in damage to transit vehicles; (2) various improvements to the bus shelters and stops in the City of Thousand Oaks, possibly including upgraded map and schedule displays, lighting, and aesthetic enhancements; and (3) technology upgrades to include automatic vehicle locator and stop announcements in conjunction with the VCTC system being implemented in accordance with the FTA National ITS Architecture Policy on Transit Projects and conforms with the applicable regional architecture requirements.

#### ADA Service

These funds represent the funds from the 10% of the apportionment which per Section 9030.1E Section IV-2(n) can be used for complementary ADA service at the 80/20 ratio. This line item is described in detail in the line items numbered 11.7C.00.

#### Operating Assistance

The grant provides operating assistance for Thousand Oaks, which operates fewer than 75 buses and is therefore eligible first under MAP-21 and now under FAST to receive federal funds for operating assistance. The calculation of eligible amounts is provided in the line item details for each of the line items numbered 30.09.03.

#### Planning Projects

Funds are provided for planning for Thousand Oaks. The proposed planning work was approved through the Southern California Association of Governments Overall Work Program (OWP) on March 30, 2018.

#### JARC Projects for Thousand Oaks vanpool program – capital and operations

Funds are being requested in support of the Thousand Oaks vanpool program. The money will be used to purchase four "plug-in" hybrid sedans for its employee ridesharing program, to replace four sedans that have exceeded their useful life and were purchased with non-federal funds. This project will also reimburse City of Thousand Oaks rideshare program expenses not covered by employee contributions to the program.

<b>Budget Activity Line Item: 11.34.08 - Thousand Oaks Bus Stop Enhancements 07-ven170112</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - STATION/STOPS/TERMINALS (113-00)	11.34.08	REHAB/RENOVATE - FURNITURE & GRAPHICS	REHAB/RENOVATE BUS STATIONS	110

#### Extended Budget Description

**BUS STOP ENHANCEMENTS**  
Thousand Oaks

This project will provide various rehabilitation work to the stops in the City of Thousand Oaks, including replacement and enhancement of the various items of bus stop furniture, signage, and displays, lighting, and aesthetic enhancements.

TIP Info: (SCAG) #07-VEN101101

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

Local Transportation Fund: \$12,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/15/2019	
End Date	6/1/2020	

**Budget Activity Line Item: 11.12.16 - Purchase 4 Replacement Rideshare Vehicles For Thousand Oaks 07-VEN070202**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
JARC PROJECTS (646-00)	11.12.16	BUY REPL SEDAN/STATION WAGON	BUY REPLACEMENTS - CAPITAL BUS	4

**Extended Budget Description**

THOUSAND OAKS EMPLOYEE RIDESHARE REPLACEMENT VEHICLES  
Thousand Oaks

The City of Thousand Oaks requests funds to purchase four "plug-in" hybrid sedans for its

employee ridesharing program, to replace four CNG sedans that have exceeded their useful life of 4 years. The program current serves over 100 employees utilizing a fleet of 24 alternative energy (CNG and plug-in hybrid) vehicles. City maintains the fueling infrastructure for both CNG and plug-in electric vehicles. All employees wishing to participate in program are currently being accommodated. This project is an eligible JARC project selected by VCTC through a competitive selection process.

These buses will meet the Clean Air Standards (CAA) and the Americans with Disabilities Act (ADA) requirements, with ADA requirements met with equivalent service using other vehicles. These grant activities are a categorical exclusion under NEPA. The following is the information regarding the vans being replaced, all of which were original purchased with local (non-federal) funds. A Federal ratio of 80/20 will apply.

Vehicle #5595-025  
 Year Acquired: 2004  
 VIN: 2B6KB31T71K519645  
 Condition: Fare  
 Mileage: 70411

Vehicle #5595-032  
 Year Acquired: 2006  
 VIN: 1HGFA46547L000093  
 Condition: Good  
 Mileage: 113604

Vehicle #5595-037  
 Year Acquired: 2006  
 VIN: 1HGFA46587L000081  
 Condition: Good  
 Mileage: 112875

Vehicle #5595-038  
 Year Acquired: 2006  
 VIN: 1HGFA46537L000117  
 Condition: Good  
 Mileage: 129405

TIP Information: (SCAG) #07-VEN070202

#### PROJECT FUNDING

Federal Funds (80%):  
 FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$60,000  
 Match (20%):  
 City General Fund: \$15,000  
 Total Project Cost: \$75,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$60,000
Local			\$15,000
Local/In-Kind			\$0

State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$75,000</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
RFB/IFB Issue Date	2/4/2019	
Contract Award Date	3/26/2019	
Delivery Date	6/5/2019	
Contract Completion Date	2/3/2020	

**Budget Activity Line Item: 30.09.05 - Thousand Oaks Employee Vanpool Program Operations 07-VEN070202**

<b>Scope Name / Code</b>	<b>Line Item #</b>	<b>Line Item Name</b>	<b>Activity</b>	<b>Quantity</b>
JARC PROJECTS (646-00)	30.09.05	JOB ACCESS AND REVERSE COMMUTE OPERATING ASSISTANCE	OPERATING ASSISTANCE	0

**Extended Budget Description**

THOUSAND OAKS EMPLOYEE VANPOOL PROGRAM OPERATIONS  
Thousand Oaks

This project will reimburse City of Thousand Oaks rideshare program expenses not covered by employee contributions to the program. The program currently serves over 100 employees utilizing a fleet of 24 alternative fuel vehicles. The additional funding will all the City keep participation costs for the individual employee as low as possible, thereby making participation in the program more attractive, particularly to those employees that are entry level and lower wage earners. This project is an eligible JARC project selected by VCTC through a competitive selection process.

Worksheet for Thousand Oaks Vanpool Program Operating Assistance

Total Estimated Operating Expenses: \$166,400  
[minus] Estimated Fare Revenue: \$33,000  
[equals] Total Estimated Subsidy: \$133,400  
Maximum FTA Share (50% of above): \$66,500  
FTA Funds Requested for Operating Assistance: \$40,000

TIP Information: (SCAG) #07-VEN070202

**PROJECT FUNDING**

Federal Funds (50%):  
FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$40,000  
Match (50%):  
Vanpool Fare Revenue: \$40,000  
Total Project Cost: \$80,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$40,000
Local			\$40,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$80,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	1/13/2020	

**Budget Activity Line Item: 44.22.00 - Transit Planning & Education 07-VEN110602**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.22.00	GENERAL DEVELOPMENT/COMPREHENSIVE PLANNING	METROPOLITAN PLANNING	0

**Extended Budget Description**

TRANSIT PLANNING & EDUCATION  
THOUSAND OAKS

These funds will be used to continue the comprehensive approach to support Planning and Education Passenger Awareness Activities for the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT). Since the program began in 2006, TOT has experienced significant ridership increases. The program addresses all aspects of the system's image, including appearance and visibility, as well as the provision of transit information to the public.

TIP Info: (SCAG) #07-VEN110602  
SCAG OWP Info – Approved March 30, 2018

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

Local Transportation Fund: \$12,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	1/13/2020	

**Budget Activity Line Item: 44.27.00 - Thousand Oaks Transit Planning & Technical Support 07-VEN110602**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	0

**Extended Budget Description**

THOUSAND OAKS TRANSIT PLANNING & TECHNICAL SUPPORT  
THOUSAND OAKS

This project will provide funding for continuing planning needed for the City of Thousand Oaks' fixed-route bus system which serves the City of Thousand Oaks, as well as the Demand Response system which serves ADA patrons and seniors within the City and in the nearby county unincorporated areas, as well as nearby jurisdictions as part of the ADA Intercity Service. The types of activities funded by this item including performance monitoring, development of schedules, monitoring of customer feedback, and consideration of operating and scheduling policies.

TIP Info: (SCAG) #07-VEN110602  
SCAG OWP Info – Approved March 30, 2018

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

Local Transportation Fund: \$12,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	1/13/2020	

**Budget Activity Line Item: 11.7A.00 - Thousand Oaks Transit Facilities / Stops Capital Maintenance 07-VEN030611**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TRANSIT FACILITIES/BUS STOPS CAPITAL MAINTENANCE  
THOUSAND OAKS

These funds are used to offset costs associated with PM. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles, transit center, operations center, and bus stops) in a cost effective manner. This maintenance is for the time period of 7/1/2018 – 6/30/2019.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2017 to June 30, 2018 is \$4,800,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$755,000 less \$0 for warranty recovery leaving \$755,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$580,000 (\$200,000 in this ALI and \$350,000 for facility maintenance in another ALI (11.7A.00) in this Project to this allowable share. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Facilities: accessibility features, security systems, pavement, landscaping, roofing, lighting

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$200,000

Match (20%):

Local Transportation Fund: \$50,000 (from CA Transportation Development Act 1/4% state sales



tax)

Total Project Cost: \$250,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$200,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$250,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	4/13/2020	

**Budget Activity Line Item: 30.09.03 - Thousand Oaks Summer Beach Shuttle 07-  
VEN150623**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

**Extended Budget Description**

THOUSAND OAKS SUMMER BEACH SHUTTLE

Thousand Oaks

The Summer Beach Bus program would provide a scheduled fixed-route service between a limited number of locations in Thousand Oaks, and select beach locations along the Malibu coast. The service would operate several round trips per day throughout the summer. The service will provide recreational opportunities for the general public, particularly seniors, persons with disabilities and students. There is currently no transit service from Thousand Oaks to coast at Malibu. The service will be promoted in conjunction with the local park and school districts. Service will utilize motorcoach type transportation to allow the transportation of ancillary personal belongings in a safe manner. The service will be operated June 2018 to August 2018. .

Since Thousand Oaks Transit operates fewer than 75 buses, it was eligible under MAP-21 and is now eligible under FAST to receive federal funds for operating assistance. The proposed beach shuttle will be one of the two first projects use of federal transit operating assistance under this provision in the Thousand Oaks Urban Area.

TIP Info: (SCAG) #07-VEN150623

Worksheet for Thousand Oaks Operating Assistance

Total Estimated Operating Expenses: \$2,800,000

[minus] Estimated Fare Revenue: \$397,000

[equals] Total Estimated Subsidy: \$2,403,000

Maximum FTA Share (50% of above): \$1,201,500

FTA Funds Requested: \$50,000

**PROJECT FUNDING**

Federal Funds (50%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (50%):

Local Transportation Fund: \$50,000 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$100,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$50,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$100,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	6/18/2018	
End Date	8/31/2018	

**Budget Activity Line Item: 11.16.04 - Thousand Oaks Dial-a-ride Vehicle Capital Contracting Cost 07-VEN030612**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE - REPLACEMENT - CAPITAL BUS	12

**Extended Budget Description**

THOUSAND OAKS DIAL-A-RIDE TRANSIT VEHICLE CAPITAL CONTRACTING COSTS  
THOUSAND OAKS

The City of Thousand Oaks operates an extensive dial-a-ride service covering all areas within the jurisdiction of Thousand Oaks as well as adjacent County Unincorporated areas. This year, the City will again utilize Section 5307 formula monies to fund the capital costs as associated with maintenance and depreciation for the dial-a-ride vehicles provided by the city's contractor as part of its turnkey contract. The service has been very well received by the community, with an average of 325 boardings daily, with no refusals for ride requests. The City's operations

contractor, MV Transportation, provides 12 vehicles for this service. These funds are for year 4 of the 5 year contract, for FY 2018/19.

The dial-a-ride service is provided under a turnkey contract with MV Transportation This ALI only for turnkey contract cost associated with maintenance and capital cost of contracting, with capital cost of contracting being equivalent to the depreciation of the privately-owned vehicles in use in the public transportation service during the contract period. Thousand Oaks' contract requires the contractor to account for capital cost of contracting and maintenance amounts separately and based on this further justification Thousand Oaks is requesting reimbursement for 80% of these documented lease costs, rather than using the `percent of contract allowed for capital assistance without requiring further justification` provided as allowed in Circular C-9030, Section IV-2p.

Please note that the "Total Eligible Cost" in this Line Item is not the full MV Transportation contract payment but rather the portion of the MV contract for which Thousand Oaks intends to apply 5307 funds for capital costs including maintenance.

Total FY 18/19 estimated payment to Thousand Oaks turnkey contractor (MV): \$2,460,000

"Default" capital share based on Circular 9030.1E, Exhibit IV-1: 50%, or \$1,230,000

80% Federal share of "Default" capital share: \$984,000

Total amount requested in this grant for Thousand Oaks Dial-a-Ride Capital Contracting Cost: \$150,000

TIP Info: (SCAG) #07-VEN030612

#### PROJECT FUNDING

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$150,000

Match (20%):

Local Transportation Fund: \$37,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$187,500

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Diesel (Particulate Trap)	Used	25

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$187,500</b>

Milestone Name	Est. Completion Date	Description
Initial City Approval	4/3/2018	
Final City Approval	6/1/2018	
Begin Lease Activity	7/1/2018	
End Lease Activity	1/1/2020	

**Budget Activity Line Item: 11.42.06 - Purchase And Install Bus Washer For Thousand Oaks 07-VEN170703**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS: SUPPORT EQUIP AND FACILITIES (114-00)	11.42.06	ACQUIRE - SHOP EQUIPMENT	ACQUISITION OF BUS SUPPORT EQUIP/FACILITIES	1

**Extended Budget Description**

PURCHASE AND INSTALL REPLACEMENT BUS WASHER  
Thousand Oaks

This project will replace the City's existing bus wash which was purchased in part with federal funds and was installed in 2010. The equipment that was purchased was done so that it would work within the existing footprint of the wash.

The bus wash is inadequate (does not sufficiently clean the vehicles), suffers from frequent breakdowns and has caused nearly \$50,000 in damage to transit vehicles. The new bus wash will be at a new location and will be an enclosed wash that has all the necessary equipment requiring a 50% larger "footprint." The old bus wash had a useful life of 7 years, and they system as a whole must be demolished and sold for scrap, as the system was highly customized to the available footprint.

TIP Info (SCAG): #07-VEN170703

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$74,980

Match (20%):

Local Transportation Fund: \$18,745 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$93,725

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$74,980
Local			\$18,745
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0

Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$93,725</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
RFP/IFB Issue Date	11/9/2018	
End Date	1/31/2020	
Delivery Date	7/19/2019	
Contract Award Date	2/1/2019	

**Budget Activity Line Item: 11.42.20 - Thousand Oaks Bus System Technology Upgrades 07-VEN170111**

<b>Scope Name / Code</b>	<b>Line Item #</b>	<b>Line Item Name</b>	<b>Activity</b>	<b>Quantity</b>
BUS: SUPPORT EQUIP AND FACILITIES (114-00)	11.42.20	ACQUIRE - MISC SUPPORT EQUIPMENT	ACQUISITION OF BUS SUPPORT EQUIP/FACILITIES	6

**Extended Budget Description**

**BUS SYSTEM TECHNOLOGY UPGRADES**  
Thousand Oaks

The City of Thousand Oaks operates a fixed route transit service called Thousand Oaks Transit (TOT) using six city-owned buses which operate on four routes connecting most parts of the City. The City will use Section 5307 formula monies towards optional upgrades in the countywide system being installed by Syncromatics under a contract with VCTC, and towards technology devices in buses for Automatic Vehicle Locator, Automatic Voice Annunciator, Infotainment, and other electronic systems. As these features will be tied into the VCTC system, this project is in accordance with the FTA National ITS Architecture Policy on Transit Projects and conforms with the applicable regional architecture requirements.

TIP Info: (SCAG) #07-VEN170111

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$150,000

Match (20%):

Local Transportation Fund: \$37,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$187,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
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5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$187,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	12/3/2018	
End Date	2/3/2020	

**Budget Activity Line Item: 11.7A.00 - Preventive Maintenance 07-VEN030611**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TOT TRANSIT VEHICLES CAPITAL MAINTENANCE  
THOUSAND OAKS

These funds are used to offset costs associated with PM for the time period of 7/1/2018 – 6/30/2019. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles) in a cost effective manner.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2018 to June 30, 2019 is \$4,800,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$755,000 less \$0 for warranty recovery leaving \$755,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$580,000 (\$350,000 in this ALI and \$200,000 for facility maintenance in another ALI (11.7A.00) in this Project to this allowable share. This item does not include PM for the DAR vehicles provided under the city's turnkey contract, which is funded under another Line Item (11.16.04) in this grant. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Equipment: bus washer, CNG fueling station

Fleet: safety inspections, oil changes, transmission service, wheelchair service, air system service, oil testing/cleanup

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$350,000

Match (20%):

Local Transportation Fund: \$87,500 (from CA Transportation Development Act 1/4% state sales

tax)

Total Project Cost: \$437,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$350,000
Local			\$87,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$437,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	12/31/2019	

**Budget Activity Line Item: 11.7C.00 - Ada East County Service 07-ven150603**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7C.00	NON FIXED ROUTE ADA PARATRANSIT SERVICE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

ADA EAST COUNTY SERVICE

Thousand Oaks

In May, 1999, VCTC prepared a report on the ADA service in Eastern Ventura County, which identified a need to reduce the cost of ADA service between cities in this area (Simi Valley, Moorpark, Thousand Oaks, and Camarillo). Previously, each of these cities provided a low cost service within its boundaries, however the cost between these cities, which are separated by agricultural lands and open space, was quite high. For example, a one-way trip between Camarillo and Thousand Oaks would cost between \$8 and \$25.

The Ventura County Paratransit Coordinating Committee proposed a reconfigured system for ADA trips between the east county cities, and between the East County and Camarillo, with each one-way trip having a fare of no more than \$2.00. The start-up for this service was funded from VCTC's FY 1999/00 FTA grant. FTA funds are requested at this time to provide the intercity-service in the east county through Thousand Oaks transit, which is currently operating the Intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year. Funds will be used to pay the Thousand Oaks operations contractor, MV Transportation.

This item involves use of publicly-owned buses provided to a private contractor to operate.

TIP Info: (SCAG) #07-VEN150603

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

City General Fund: \$12,500

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/2/2018	
End Date	4/13/2020	

<b>Federal Award Identification Number (FAIN)</b>	CA-2019-039-00
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**Award Start Date**

5/21/2019

**Award End Date**

8/2/2021

**Project Description**

One Replacement CNG Bus (Thousand Oaks Transit)

This project applies 5307 funds of \$505,000 to bus replacement. Transit operator City of Thousand Oaks will purchase one 30-foot CNG-powered bus, with a capacity for 21 seated passengers, that will have an expected useful life of 12 years or 500,000 miles. The vehicle being replaced has NOT met its useful life of 12 years; however the estimated date for this vehicle to be removed from service is at the earliest February, 2019, at which point this vehicle will have met the mileage requirement for replacement. This vehicle has not been removed from service for any substantial period of time. The vehicle to be replaced will be disposed of in accordance with FTA



requirements.

This bus will meet the Clean Air Standards (CAA) and the Americans with Disabilities Act (ADA) requirements. The City of Thousand Oaks has sufficient resources, specifically its apportionment of state Transportation Development Act Local Transportation Funds, to operate and maintain these vehicles. These grant activities are a categorical exclusion under NEPA.

TIP Info: (SCAG) #07-VEN170702 (2017 FTIP – Approved December 16, 2016)

Bus #554-036  
VIN: 1VHCG3W2086703568  
Condition: Fair  
Mileage: 497,233  
Make/Model: Orion VII  
Model Year: 2008  
Grant Number: CA-90-X959, CA-90-Y253, CA-90-Y399  
Estimated Date Out of Service: February 28, 2019

#### PROJECT FUNDING

Federal Funds (88.53%):  
FFY 2018 CMAQ Thousand Oaks (UZA #61440): \$505,000  
Match (11.47%):  
Local Transportation Fund: \$65,428 (from CA Transportation Development Act 1/4% state sales tax)  
Total Project Cost: \$570,428

#### One Expansion CNG Bus (Thousand Oaks Transit)

This project applies CMAQ funds to purchase one 30' CNG bus to allow an expansion of the fixed route service for Transit operator Thousand Oaks. The Thousand Oaks Transit Master Plan identified proposed new routes for service and by obtaining this additional bus the City expects to be able to launch one of these two routes. The expansion of service is primarily designed to improve frequency of service and service coordination issues due to our long bus routes and non-clockface route timing that results in poor alignment and transfers between local routes. Existing routes are planned to be broken up into smaller chunks that would allow under 60 minute headways as well as new service being added to the NW corner of the community (industrial areas) as well as some services south of the 101 freeway that were discontinued in 2011. This expanded service will serve new markets, in that the improved and expanded service is anticipated to attract new riders to transit. Attached to this application is a document with maps and a draft schedule showing the new markets identified for service.

The bus will have an expected useful life of 12 years or 500,000 miles. This bus will meet the Clean Air Standards (CAA) and the Americans with Disabilities Act (ADA) requirements. These grant activities are a categorical exclusion under NEPA. The fleet status section of TrAMS reflects VCTC's fleet and not subrecipients such as Thousand Oaks. Thousand Oaks has 5 peak-period vehicles with 1 spare bus, and this grant will increase the peak-hour fleet to 6. The City has sufficient resources, primarily local transportation funds (sales tax), to operate and maintain this vehicle.

TIP Info: (SCAG) #07-VEN151102 (2017 FTIP – Approved December 16, 2016)

#### PROJECT FUNDING

Federal Funds (88.53%):  
FFY 2018 CMAQ Thousand Oaks (UZA #61440): \$505,000  
Match (11.47%):  
Local Transportation Fund: \$65,428 (from CA Transportation Development Act 1/4% state sales tax)  
Total Project Cost: \$570,428

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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.12.03	BUY REPLACEMENT 30-FT BUS	BUY REPLACEMENTS - CAPITAL BUS	1

**Extended Budget Description**

Thousand Oaks Transit – 1 CNG Bus for Replacement  
Thousand Oaks

This activity includes \$505,000 in FY 2017/18 CMAQ funding at the 88.53% match ratio for the purchasing of one 30-foot CNG-powered bus for replacement.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The grant will be for the purchase of approximately 1 30-foot bus. The expected useful life of the vehicle is 12 years or 500,000 miles.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Compressed Natural Gas	New	30

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$505,000
Local			\$65,428
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$570,428</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issue Date	7/9/2018	
Contract Award Date	11/1/2018	
Delivery Date	7/1/2019	
Contract Completion Date	12/31/2019	

**Budget Activity Line Item: 11.13.03 - One Bus For Expansion - Thousand Oaks #07-  
VEN151102**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.13.03	BUY 30-FT BUS FOR EXPANSION	BUY EXPANSION - CAPITAL BUS	1

**Extended Budget Description**

Thousand Oaks Transit – 1 CNG Bus for Expansion  
Thousand Oaks

This activity includes \$505,000 in FY 2017/18 CMAQ funding at the 88.53% match ratio for the purchasing of one 30-foot CNG-powered bus for expansion.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The grant will be for the purchase of approximately 1 30-foot bus. The expected useful life of the vehicle is 12 years or 500,000 miles.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Compressed Natural Gas	New	30

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$505,000
Local			\$65,428
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$570,428</b>

Milestone Name	Est. Completion Date	Description
RFP/IFB Issue Date	7/9/2018	
Contract Award Date	11/1/2018	
Delivery Date	7/1/2019	
Contract Completion Date	12/31/2019	

**Award Start Date**

8/9/2019

**Award End Date**

12/30/2022

**Project Description****Capital Contracting Cost (Thousand Oaks)**

The City of Thousand Oaks operates fixed-route and dial-a-ride services covering all areas within the jurisdiction of Thousand Oaks as well as adjacent County Unincorporated areas. This year, the City will again utilize Section 5307 formula monies to fund the capital costs as associated with maintenance and depreciation for the revenue vehicles provided by the city's contractor as part of its turnkey contract. The dial-a-ride service has been very well received by the community, with an average of 300 boardings daily, with no refusals for ride requests. The City's operations contractor, MV Transportation, provides 12 vehicles for this service.

The dial-a-ride service is provided under a turnkey contract with MV Transportation. This ALI only for turnkey contract cost associated with maintenance and capital cost of contracting, with capital cost of contracting being equivalent to the depreciation of the privately-owned vehicles in use in the public transportation service during the contract period. Thousand Oaks' contract requires the contractor to account for capital cost of contracting and maintenance amounts separately and based on this further justification Thousand Oaks is requesting reimbursement for 80% of these documented lease costs, rather than using the `percent of contract allowed for capital assistance without requiring further justification` provided as allowed in Circular C-9030, Section IV-2p.

Please note that the "Total Eligible Cost" in this Line Item is not the full MV Transportation contract payment but rather the portion of the MV contract for which VCTC intends to apply 5307 funds for capital costs including maintenance.

Total FY 19/20 estimated payment to Thousand Oaks turnkey contractor (MV): \$5,220,000

"Default" capital share based on Circular 9030.1E, Exhibit IV-1: 50%, or \$2,610,000

80% Federal share of "Default" capital share: \$2,088,000

Total amount requested in this grant for Thousand Oaks Dial-a-Ride Capital Contracting Cost: \$150,000

**Transit Facilities / Bus Stops Capital Maintenance (Thousand Oaks)**

These funds are used to offset costs associated with PM. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles, transit center, operations center, and bus stops) in a cost effective manner. This maintenance is for the time period of 7/1/2019 – 6/30/2020, with a six-month closeout period.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2019 to June 30, 2020 is \$5,220,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$740,000 less \$10,000 for warranty recovery leaving \$730,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$550,000 (\$150,000 in this ALI and \$400,000 for facility maintenance in another ALI (11.7A.00) in this Project to this

allowable share. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Facilities: accessibility features, security systems, pavement, landscaping, roofing, lighting

#### Transit Vehicles Capital Maintenance (Thousand Oaks)

These funds are used to offset costs associated with PM for the time period of 7/1/2019 – 6/30/2020, with a six-month closeout period. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles) in a cost effective manner.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2019 to June 30, 2020 is \$5,220,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$740,000 less \$10,000 for warranty recovery leaving \$730,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$550,000 (\$400,000 in this ALI and \$150,000 for facility maintenance in another ALI (11.7A.00) in this Project to this allowable share. This item does not include PM for the DAR vehicles provided under the city's turnkey contract, which is funded under another Line Item (11.16.04) in this grant. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Equipment: bus washer, CNG fueling station

Fleet: safety inspections, oil changes, transmission service, wheelchair service, air system service, oil testing/cleanup

#### Thousand Oaks ADA Service – Paratransit Capital

In May, 1999, VCTC prepared a report on the ADA service in Eastern Ventura County, which identified a need to reduce the cost of ADA service between cities in this area (Simi Valley, Moorpark, Thousand Oaks, and Camarillo). Previously, each of these cities provided a low cost service within its boundaries, however the cost between these cities, which are separated by agricultural lands and open space, was quite high. For example, a one-way trip between Camarillo and Thousand Oaks would cost between \$8 and \$25.

The Ventura County Paratransit Coordinating Committee proposed a reconfigured system for ADA trips between the east county cities, and between the East County and Camarillo, with each one-way trip having a fare of no more than \$2.00. The start-up for this service was funded from VCTC's FY 1999/00 FTA grant. FTA funds are requested at this time to provide the intercity-service in the east county through Thousand Oaks transit, which is currently operating the Intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year. Funds will be used to pay the Thousand Oaks operations contractor, MV Transportation.

This item involves use of publicly-owned buses provided to a private contractor to operate.

#### Transit Planning & Outreach Education for Thousand Oaks Transit

This project will provide funding for planning for the fixed route and paratransit services by Thousand Oaks. As part of this activity, City staff monitor bus system performance and customer feedback, and develop operating and schedule policies to address performance issues. This work supports the development of the Monthly Fare Usage Report, the Monthly Ridership Report, the On-Time Performance Report, and the Bus Stop Performance Summary. Staff uses this information to consider revisions to bus operating policies, routes, and schedules such that efficiency, quality of service, and ridership, will be improved.

As part of this work, Thousand Oaks will continue the comprehensive approach to support

Planning and Education Passenger Awareness Activities for the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT). The program addresses all aspects of the system's image, including appearance and visibility, as well as the provision of transit information to the public.

<b>Budget Activity Line Item: 11.16.04 - DIAL-A-RIDE AND FIXED-ROUTE SERVICE - CAPITAL LEASE 07-VEN030612</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - ROLLING STOCK (111-00)	11.16.04	LEASE	LEASE - REPLACEMENT - CAPITAL BUS	11

**Extended Budget Description**

THOUSAND OAKS VEHICLE CAPITAL CONTRACTING COSTS  
THOUSAND OAKS

This item provides \$150,000 of federal funds for lease costs of 12 transit revenue vehicles provided through Thousand Oaks' turnkey contract with MV transportation. Lease period is 7/1/2019 – 6/30/2020.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

TIP Info: (SCAG) #07-VEN030612

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$150,000

Match (20%):

Local Transportation Fund: \$37,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$187,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Propulsion	Fuel Type	Vehicle Condition	Vehicle Size (ft.)
N/A	Diesel (Particulate Trap)	Used	25

  

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$187,500</b>

Milestone Name	Est. Completion Date	Description
Begin Lease Period	7/1/2019	
Close Out Complete	1/1/2021	
End Lease Period	6/30/2020	

**Budget Activity Line Item: 11.7A.00 - PREVENTIVE MAINTENANCE - THOUSAND OAKS TRANSIT FACILITIES INCLUDING TRANSIT CENTER AND BUS STOPS 07-VEN030611**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	1

**Extended Budget Description**

TRANSIT FACILITIES/BUS STOPS CAPITAL MAINTENANCE  
THOUSAND OAKS

This activity includes \$150,000 for ongoing Preventive Maintenance for Thousand Oaks' transit facilities and City-owned transit revenue vehicles.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

This maintenance is for the time period of 7/1/2019 – 6/30/2020, with a six-month closeout period.

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$150,000

Match (20%):

Local Transportation Fund: \$37,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$187,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 – Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$187,500</b>

Milestone Name	Est. Completion Date	Description
Begin Maintenance Period	7/1/2019	
Contract Close Out	12/31/2020	
End Maintenance Period	6/30/2020	

**Budget Activity Line Item: 11.7A.00 - PREVENTIVE MAINTENANCE - THOUSAND OAKS TRANSIT FIXED-ROUTE AND DIAL-A-RIDE VEHICLES 07-VEN030611**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	1

**Extended Budget Description**

TOT TRANSIT VEHICLES CAPITAL MAINTENANCE  
THOUSAND OAKS

This activity includes \$400,000 for ongoing Preventive Maintenance for Thousand Oaks' transit facilities and City-owned transit revenue vehicles.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

This maintenance is for the time period of 7/1/2019 – 6/30/2020.

This is to confirm that although Thousand Oaks contracts for operations it will perform the bus maintenance in house.

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$400,000

Match (20%):

Local Transportation Fund: \$100,000 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$500,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$400,000
Local			\$100,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$500,000</b>



Milestone Name	Est. Completion Date	Description
Begin Maintenance Activity	7/1/2019	
Closeout	12/31/2020	
End Maintenance Activity	6/30/2020	

**Budget Activity Line Item: 11.7C.00 - ADA SERVICE - PARATRANSIT CAPITAL 07-  
VEN150603**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7C.00	NON FIXED ROUTE ADA PARATRANSIT SERVICE	OTHER CAPITAL ITEMS (BUS)	1

**Extended Budget Description**

ADA EAST COUNTY SERVICE  
Thousand Oaks

This item provides \$50,000 in capital funds towards operation of the City of Thousand Oaks' complementary paratransit service.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The funds provided will support the paratransit service for the time period of 7/1/2019 – 6/30/2020.

TIP Info: (SCAG) #07-VEN150603

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (20%):

City General Fund: \$12,500

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0

Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
Begin Activity	7/1/2019	
Closeout	12/31/2020	
End Activity	6/30/2020	

**Budget Activity Line Item: 44.27.00 - TRANSIT PLANNING & EDUCATION FOR THOUSAND OAKS TRANSIT 07-VEN110602**

<b>Scope Name / Code</b>	<b>Line Item #</b>	<b>Line Item Name</b>	<b>Activity</b>	<b>Quantity</b>
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	1

**Extended Budget Description**

TRANSIT PLANNING & EDUCATION  
THOUSAND OAKS

These funds will be used to provide for the comprehensive approach to support Planning and Education Passenger Awareness Activities for the Thousand Oaks city bus system, known as Thousand Oaks Transit (TOT).

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

TIP Info: (SCAG) #07-VEN110602  
SCAG OWP Info – Approved March 18, 2019

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$150,000

Match (20%):

Local Transportation Fund: \$37,500 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$187,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$150,000
Local			\$37,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0

Transportation Development Credit	\$0
Adjustment	\$0
<b>Total Eligible Cost</b>	<b>\$187,500</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2019	
End Date	2/15/2021	

<b>Federal Award Identification Number (FAIN)</b>	CA-2019-118-00
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**Award Start Date**

7/23/2019

**Award End Date**

1/31/2022

**Project Description**

Thousand Oaks ECTA Intercity Service Lease of Two Vehicles

This project allows the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to continue leasing two vehicles for the program which is now averaging 1,500 daily riders and exceeded 1,700 riders in August 2017. This service is between the Moorpark, Thousand Oaks, and Simi Valley service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect service provides rides to seniors and persons with disabilities outside of the local transit service areas of the cities. The proposed lease includes vehicle maintenance. This lease of these two vehicles began with the prior 5310 grant, CA-2018-042.

Operating Assistance – Thousand Oaks ECTA Saturday Senior ADA Service

This project allows the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to continue providing intercity Dial-a-Ride service on Saturday between the Moorpark, Thousand Oaks, and Simi Valley service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect service provides rides to seniors and persons with disabilities outside of the local transit service areas of the cities.

Operating Assistance - Free Bus Fares for Senior / ADA Riders

This project provides for the reimbursement of lost fare revenue to Thousand Oaks for a program that allows Senior Dial-a-Ride and ADA card holders to ride city buses for free.

**Budget Activity Line Item: 30.09.01 - Thousand Oaks ECTA Saturday Senior ADA Service**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	1

**Extended Budget Description**

Line Item: Thousand Oaks ECTA Saturday Senior ADA Service  
 This activity provides \$20,000 in Section 5310 for operating assistance, at a 50% match ratio.  
 The funds are used to provide for operation of Saturday paratransit service in areas outside of the fixed-route transit service area.

Transportation Development Credits will be used to relieve the local match amount of \$7,500.

Matching funds will be provided from the Local Transportation fund (state sales tax for transportation).

#### PROJECT FUNDING

Federal Funds (50%):

FFY 2019 5310 Thousand Oaks (UZA #61440): \$20,000

Match (50%):

Local Transportation Fund: \$5,000 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of local match: \$7,500 (Section 5310 FFY 2019 UZA 61440)

Total Project Cost: \$25,000

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$7,500
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2019	
End Date	1/31/2022	

#### Budget Activity Line Item: 30.09.01 - Thousand Oaks Free Bus Fares for Seniors/ADA Fixed-Route Riders

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	1

#### Extended Budget Description

Line Item: Thousand Oaks Free Bus Fares for Seniors/ADA Fixed-Route Riders  
 This activity includes \$20,000 in Section 5310 for operating assistance, at a 50% match ratio.  
 The funds are used for the city's program to provide free fixed-route bus rides to seniors and ADA-certified individuals.

Transportation Development Credits will be used to relieve the local match amount of \$3,825.

Matching funds will be provided from the Local Transportation fund (state sales tax for transportation).

**PROJECT FUNDING**

Federal Funds (50%):

FFY 2019 5310 Thousand Oaks (UZA #61440): \$20,000

Match (50%):

Local Transportation Fund: \$5,000 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of local match: \$7,500 (Section 5310 FFY 2019 UZA 61440)

Total Project Cost: \$25,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$7,500
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/1/2019	
End Date	1/31/2022	

**Budget Activity Line Item: 11.18.15 - Thousand Oaks ECTA Intercity Service Vehicle Lease**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	11.18.15	LEASE VANS	LEASE - EXPANSION - CAPITAL BUS	2

**Extended Budget Description**

Line Item: Thousand Oaks ECTA Intercity Service Vehicle Lease

This activity includes \$20,000 in Section 5310 funding at the 80% match ratio to lease two paratransit vehicles.

Matching funds will be provided from the Local Transportation fund (state sales tax for transportation).

This project counts toward the 55% 5310 Traditional floor.

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2018 5310 Thousand Oaks (UZA #61440): \$20,000

Match (20%):

Local Transportation Fund: \$5,000 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$25,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$25,000</b>

<b>Milestone Name</b>	<b>Est. Completion Date</b>	<b>Description</b>
Start Date	1/1/2019	
End Date	11/2/2020	

<b>Federal Award Identification Number (FAIN)</b>	CA-2020-012-00
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**Award Start Date**

1/7/2020

**Award End Date**

10/31/2023

**Project Description**

Thousand Oaks Transportation Center Improvements

To accommodate the expansion of service for Thousand Oaks Transit, funds are requested to expand the existing bus boarding and alighting area to increase the capacity from three buses to six buses, construct an ADA-accessible sidewalk to the lower parking lot, and provide pedestrian pathway improvements from South Rancho Road to the bus boarding area. The Thousand Oaks Transportation Center is served by both Thousand Oaks Transit and VCTC Intercity Bus. This

grant will provide additional funds for this project which was previously approved in CA-2018-076.

<b>Budget Activity Line Item: 11.33.02 - THOUSAND OAKS TRANSPORTATION CENTER IMPROVEMENTS</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
BUS - STATION/STOPS/TERMINALS (113-00)	11.33.02	CONSTRUCT - BUS STATION	CONSTRUCTION OF BUS STATIONS/TERMINALS	1

**Extended Budget Description**

Thousand Oaks Transportation Center Improvements  
Thousand Oaks

This activity includes \$825,000 in FY 2018/19 CMAQ funding at the 100% match ratio for the expansion of the Thousand Oaks Transit Center. To accommodate the expansion of service for Thousand Oaks Transit, funds are requested to expand the existing bus boarding and alighting area to increase the capacity from three buses to six buses, construct an ADA-accessible sidewalk to the lower parking lot, and provide pedestrian pathway improvements from South Rancho Road to the bus boarding area.

Transportation Development Credits will be used to relieve the local match amount of \$94,628.

TIP Information: (SCAG) #07-VEN120420 (2019 FTIP- Approved December 14, 2018)

**PROJECT FUNDING**

Federal Funds (88.53%):

FY 2019 CMAQ Thousand Oaks (UZA #61440): \$825,000

Match (11.47%):

Transportation Development Credits in lieu of local match: \$94,628 (CMAQ Thousand Oaks #61440)

Total Line Item Cost: \$825,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$825,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$94,628
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$825,000</b>

Milestone Name	Est. Completion Date	Description
Begin Design	2/11/2019	
Complete Design	11/2/2020	

Award Construction Contract	3/12/2021	
Construction Substantially Complete	3/11/2022	
Contract Closeout	1/31/2023	

<b>Federal Award Identification Number (FAIN)</b>	CA-2020-030-00
<b>Period of Performance Start Date</b>	3/12/2020
<b>Original Period of Performance End Date</b>	12/30/2022
<b>Current Period of Performance End Date</b>	12/30/2022 Revision #: 0

### Project Description

#### Thousand Oaks ECTA Intercity Service Lease of Three Vehicles

This grant applies funds of \$25,000 to allow the paratransit service operated by Thousand Oaks under the brand name of East County Transit Authority (ECTA) Intercity Connect to continue leasing two vehicles for the program which is now averaging 1,767 daily riders, and increase of approximately 250 rides per month since the prior year. This service is between the Moorpark, Thousand Oaks, and Simi Valley service areas with an extended service to Camarillo. By connecting these service areas, the Intercity Connect service provides rides to seniors and persons with disabilities outside of the local transit service areas of the cities. The proposed lease includes vehicle maintenance. This lease of two of these vehicles began with 5310 grant, CA-2018-042, and continued with CA-2019-118. This grant will provide for addition of another leased vehicle to accommodate demand.

The Thousand Oaks paratransit fleet information is included in the Application Documents.

#### Operating Assistance – East County Transit Alliance Saturday Paratransit Service for Seniors & Persons with Disabilities

The East County Transit Alliance (ECTA), administered by Thousand Oaks, provides seniors and ADA card holders with intercity Dial-a-Ride service within Moorpark, Thousand Oaks, Simi Valley, and adjacent county unincorporated areas and extended service to Camarillo, Westlake Village, and Agoura Hills without requiring a transfer. Since the launch of the Saturday service in July 2018, the program has provided an average of 40 rides per month with approximately 60% of the rides for eligible seniors. As an intercity service, the service area is beyond the local fixed route bus service areas and is therefore beyond the complementary paratransit requirement of the ADA. This grant requests \$20,000 for the ongoing operating cost of this service.

The Thousand Oaks operating assistance worksheet is attached to this grant.

#### Budget Activity Line Item: 11.18.15 - THOUSAND OAKS ECTA INTERCITY SERVICE VEHICLE LEASE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	11.18.15	LEASE VANS	LEASE - EXPANSION - CAPITAL BUS	3

#### Extended Budget Description



This activity includes \$25,000 in Section 5310 funding at the 80% match ratio to lease three paratransit vehicles. These vehicles will be leased from MV Transportation, ECTA's operator under a turnkey contract. The proposed lease includes vehicle maintenance.

This lease of two of these vehicles began with 5310 grant, CA-2018-042, and continued with CA-2019-118. This grant will provide for addition of another leased vehicle to accommodate demand. The Thousand Oaks paratransit fleet size information is attached as part of the Application Documents.

Matching funds will be provided from the Local Transportation fund (state sales tax for transportation). Transportation Development Credits will be used to relieve local match of \$1,000.

This project counts toward the 55% 5310 Traditional floor.

#### PROJECT FUNDING

Federal Funds (80%):

FFY 2018 5310 Thousand Oaks (UZA #61440): \$25,000

Match (20%):

Local Transportation Fund: \$5,000 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of Local Match: \$1,000 (FY 2019 Thousand Oaks UZA #61440)

Total Project Cost: \$30,000

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$25,000
Local			\$5,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$1,000
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$30,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2020	
End Date	11/1/2021	

#### Budget Activity Line Item: 30.09.01 - EAST COUNTY TRANSIT AUTHORITY (ECTA) OPERATING ASSISTANCE FOR SATURDAY SERVICE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
5310 PROJECTS (641-00)	30.09.01	UP TO 50% FEDERAL SHARE	OPERATING ASSISTANCE	0

### Extended Budget Description

This line item includes \$20,000 in Section 5310 funding at the 50% match ratio, for the provision of Saturday paratransit service for seniors and individuals with disabilities for service beyond the fixed route transit operating areas. The service will be provided through a turnkey contract with MV Transportation, ECTA's operator. The documents attached to the grant include the operating assistance worksheet.

This grant will fund operations for one year and three months, starting in April, 2020, and ending July, 2021, with six months for invoice closeout.

Matching funds will be provided from the Local Transportation fund (state sales tax for transportation). Transportation Development Credits will be used to relieve local match of \$8,000.

#### PROJECT FUNDING

Federal Funds (50%):

FFY 2018 5310 Thousand Oaks (UZA #61440): \$20,000

Match (20%):

Local Transportation Fund: \$4,000 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of Local Match: \$8,000 (FY 2019 Thousand Oaks UZA #61440)

Total Project Cost: \$24,000

#### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$20,000
Local			\$4,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$8,000
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$24,000</b>

Milestone Name	Est. Completion Date	Description
Start Date	4/1/2020	
End Date	12/31/2021	

**Federal Award Identification Number (FAIN)**

CA-2020-076-00

**Period of Performance Start Date**

5/17/2020

**Original Period of Performance End Date**

9/30/2023

**Project Description****Transit Facilities / Bus Stops Capital Maintenance (Thousand Oaks)**

These funds are used to offset costs associated with Preventive Maintenance (PM). PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles, transit center, operations center, and bus stops) in a cost effective manner. This maintenance is for the time period of 7/1/2020 – 6/30/2021, with a six-month closeout period.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2020 to June 30, 2021 is \$5,220,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$740,000 less \$10,000 for warranty recovery leaving \$730,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$686,949 in this Project to this allowable share, with \$300,000 of this Project maintenance amount for Thousand Oaks maintenance being in this ALI and \$386,949 being in the Vehicles Maintenance ALI 11.7A.00. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Facilities: accessibility features, security systems, pavement, landscaping, roofing, lighting

**Transit Vehicles Capital Maintenance (Thousand Oaks)**

These funds are used to offset costs associated with PM for the time period of 7/1/2020 – 6/30/2021, with a six-month closeout period. PM includes costs attributed to activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset (city-owned transit vehicles) in a cost effective manner.

Estimated operating budget, as defined by NTD Reporting System (NTD) for July 1, 2020 to June 30, 2021 is \$5,220,000. Estimated PM costs in the operating budget for facility, equipment and vehicles is \$740,000 less \$10,000 for warranty recovery leaving \$730,000 available for federal participation at the 80% rate. This grant will apply for federal funds of \$686,949 in this Project to this allowable share, with \$386,949 of this Project maintenance amount for Thousand Oaks maintenance being in this ALI and \$300,000 being in the Facilities Maintenance ALI 11.7A.00. This item does not include PM for the DAR vehicles provided under the city's turnkey contract, which is funded under another Line Item (11.16.04) in this grant. These grant activities are a categorical exclusion under NEPA.

Example work would include but not limited to:

Equipment: bus washer, CNG fueling station

Fleet: safety inspections, oil changes, transmission service, wheelchair service, air system service, oil testing/cleanup

**Thousand Oaks ADA Service – Paratransit Capital**

FTA funds are requested at this time to provide the intercity-service in the east county through Thousand Oaks transit, which is currently operating the Intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year. Funds will be used to pay the Thousand Oaks operations contractor, MV Transportation. The service uses buses provided by MV.

**Operating Assistance for Thousand Oaks Summer Beach Bus**

The Summer Beach Bus program would provide a scheduled fixed-route service between a limited number of locations in Thousand Oaks, and select beach locations along the Malibu coast. The service would operate several round trips per day throughout the summer. The service will

provide recreational opportunities for the general public, particularly seniors, persons with disabilities and students. There is currently no transit service from Thousand Oaks to coast at Malibu. The service will be promoted in conjunction with the local park and school districts. Service will utilize motorcoach type transportation to allow the transportation of ancillary personal belongings in a safe manner. The service will be operated May 2021 to September 2021.

The operations cost worksheet for Thousand Oaks is attached to this grant as part of the Application Documents.

#### Free Low Income Bus Passes – Operating Assistance (Thousand Oaks)

Limited access to transportation is linked to higher unemployment and homelessness. There is a strong link between access to transportation and upward economic mobility. This project will provide free bus passes to low income and homeless students and adults for travel to and from school, work, employment related activities, and medical appointments. The program will provide free bus passes to public agencies, social service agencies, and non-profits who will qualify and distribute the passes to their low-income and homeless clients. The JARC funds will reimburse the lost fare revenue to Thousand Oaks Transit.

This activity is eligible under the Jobs Access Reverse Commute (JARC) program per FTA Circular 9030.1E, Section IV-5, page IV-20, part (9) Vouchers.

<b>Budget Activity Line Item: 30.09.03 - THOUSAND OAKS FREE LOW-INCOME FIXED-ROUTE TRANSIT PASSES</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

#### Extended Budget Description

FREE LOW INCOME BUS PASSES  
Thousand Oaks

This activity will provide \$50,000 in operating assistance for the City of Thousand Oak's new program to provide free fixed-route transit tickets to qualifying low-income persons.

The VCTC Coordinated Public Transit-Human Services Plan identified gaps in providing service to low-income and homeless residents. These vulnerable populations do not have the economic resources to pay for transit services. Low-income have a difficult time affording their commute to work and work-related destinations. This program is designed to address this need and provide an opportunity for upward mobility for this population. It will provide free bus passes to public agencies, social service agencies, and non-profits who will qualify and distribute the passes to their low-income and homeless clients. The 5307 grant funds will provide reimbursement of lost fare revenue to Thousand Oaks Transit for the free bus passes distributed.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The operations cost worksheet is attached to this grant as part of the Application Documents.

The funds provided will support this JARC project for the time period of 7/1/2020 – 6/30/2021, with a six-month period for contract closeout.

TIP Info: (SCAG) #07-VEN070702

#### PROJECT FUNDING

Federal Funds (50%):

FFY 2020 Section 5307 Thousand Oaks (UZA #61440): \$50,000

Match (50%):

Local Transportation Fund: \$10,000 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of local match: \$20,000 (Section 5310 FFY 2020 UZA 61440)

Total Project Cost: \$60,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$10,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$20,000
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$60,000</b>

Milestone Name	Est. Completion Date	Description
Begin Activity	7/1/2020	
End Activity	6/30/2021	
Closeout	12/31/2021	

**Budget Activity Line Item: 11.7A.00 - THOUSAND OAKS FACILITIES/BUS STOPS PREVENTIVE MAINTENANCE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TRANSIT FACILITIES/BUS STOPS CAPITAL MAINTENANCE  
THOUSAND OAKS

This activity includes \$300,000 for ongoing Preventive Maintenance for Thousand Oaks' transit facilities and City-owned transit revenue vehicles.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

Example work would include but not limited to:

Facilities: accessibility features, security systems, pavement, landscaping, roofing, lighting

This maintenance is for the time period of 7/1/2020 – 6/30/2021, with a six-month closeout period.

TIP Info: (SCAG) #07-VEN030611

**PROJECT FUNDING**

Federal Funds (80%):

FFY 2020 Section 5307 Thousand Oaks (UZA #61440): \$300,000

Match (20%):

Local Transportation Fund: \$75,000 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$375,000

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$300,000
Local			\$75,000
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$375,000</b>

Milestone Name	Est. Completion Date	Description
Begin Maintenance Activity	7/1/2020	
End Maintenance Activity	6/30/2021	
Closeout	12/31/2021	

**Budget Activity Line Item: 11.7A.00 - TOT TRANSIT VEHICLES PREVENTIVE MAINTENANCE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER CAPITAL ITEMS (BUS) (117-00)	11.7A.00	PREVENTIVE MAINTENANCE	OTHER CAPITAL ITEMS (BUS)	0

**Extended Budget Description**

TOT TRANSIT VEHICLES CAPITAL MAINTENANCE  
THOUSAND OAKS

This activity includes \$386,949 for ongoing Preventive Maintenance for Thousand Oaks' transit facilities and City-owned transit revenue vehicles.

Example work would include but not limited to:

Equipment: bus washer, CNG fueling station

Fleet: safety inspections, oil changes, transmission service, wheelchair service, air system service, oil testing/cleanup

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

This maintenance is for the time period of 7/1/2020 – 6/30/2021, with a six-month closeout period.

This is to confirm that although Thousand Oaks contracts for operations it will perform the bus maintenance in house.

TIP Info: (SCAG) #07-VEN030611

#### PROJECT FUNDING

Federal Funds (80%):

FFY 2018 Section 5307 Thousand Oaks (UZA #61440): \$14,981

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$82,637

FFY 2020 Section 5307 Thousand Oaks (UZA #61440): \$289,331

Match (20%):

Local Transportation Fund: \$96,737 (from CA Transportation Development Act 1/4% state sales tax)

Total Project Cost: \$483,686

#### Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$386,949
Local			\$96,737
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$483,686</b>

Milestone Name	Est. Completion Date	Description
Begin Maintenance Activity	7/1/2020	
End Maintenance Activity	6/30/2021	
Closeout	12/31/2021	

#### Budget Activity Line Item: 11.7C.00 - NON FIXED ROUTE ADA PARATRANSIT SERVICE

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
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OTHER CAPITAL ITEMS (BUS) (117- 11.7C.00 NON FIXED ROUTE ADA PARATRANSIT SERVICE OTHER CAPITAL ITEMS (BUS) 0

### Extended Budget Description

ADA EAST COUNTY SERVICE  
Thousand Oaks

This item provides \$250,000 in capital funds towards operation of the City of Thousand Oaks' complementary paratransit service. These funds will be used to provide the intercity service in the east county through Thousand Oaks Transit, which is currently operating the intercity service through an agreement with adjacent transit operators, under the brand name "East County Transit Alliance" or ECTA. These funds represent the 10% ADA-eligible funds for the current fiscal year. Funds will be used to pay the Thousand Oaks operations contractor, MV Transportation. The service uses buses provided by MV.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The funds provided will support the paratransit service for the time period of 7/1/2020 – 6/30/2021, with a six-month period for invoicing and closeout.

TIP Info: (SCAG) #07-VEN150603

PROJECT FUNDING (NOTE: Overmatch to be used for this item as programmed in the FTIP.)

Federal Funds (64.5%):

FFY 2019 Section 5307 Thousand Oaks (UZA #61440): \$150,000

FFY 2020 Section 5307 Thousand Oaks (UZA #61440): \$100,000

Match (35.5%):

Local Transportation Fund: \$137,500

Total Project Cost: \$187,500

### Will 3rd Party contractors be used to fulfill this activity line item?

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$250,000
Local			\$137,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$387,500</b>

Milestone Name	Est. Completion Date	Description
Begin Activity	7/1/2020	
End Activity	6/30/2021	
Closeout	12/31/2021	



**Budget Activity Line Item: 30.09.03 - THOUSAND OAKS SUMMER BEACH SHUTTLE**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.03	SPECIAL RULE - OPERATING ASSISTANCE /1 - 75 BUSES	OPERATING ASSISTANCE	0

**Extended Budget Description**

THOUSAND OAKS SUMMER BEACH SHUTTLE  
Thousand Oaks

This activity will provide \$50,000 in operating assistance for the City of Thousand Oak's scheduled fixed-route service between a limited number of locations in Thousand Oaks, and select beach locations along the Malibu coast. This service will be operated by a contractor who is not yet selected.

Matching funds will be provided from the Local Transportation Fund (state sales tax for transportation).

The operations cost worksheet for Thousand Oaks is attached to this grant as part of the Application Documents.

The funds provided will support the paratransit service for the time period of 5/1/2021 – 9/30/2021, with a six-month period for contract closeout.  
TIP Info: (SCAG) #07-VEN150623

**PROJECT FUNDING**

Federal Funds (50%):

FFY 2020 Section 5307 Thousand OAKS (UZA #61440): \$50,000

Match (50%):

Local Transportation Fund: \$12,500 (from CA Transportation Development Act 1/4% state sales tax)

Transportation Development Credits in lieu of local match: \$18,750 (Section 5310 FFY 2020 UZA 61440)

Total Project Cost: \$62,500

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$50,000
Local			\$12,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$18,750
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$62,500</b>

Milestone Name	Est. Completion Date	Description
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Begin Operating Period	5/1/2021	
End Operating Period	9/30/2021	
Closeout	2/28/2022	

<b>Federal Award Identification Number (FAIN)</b>	CA-2020-120-01
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<b>Period of Performance Start Date</b>	6/4/2020
<b>Original Period of Performance End Date</b>	12/31/2023
<b>Current Period of Performance End Date</b>	12/31/2023

Administrative Amendment # 1 (June 2020)

Pre-Award Authority does apply to this grant and it is authorized. Please refer to FTA's email attached under Application Documents.

### Project Description

Operating Assistance – Thousand Oaks Transit

This grant is requesting \$3,509,925 of FFY20 Federal Section 5307-6 CARES Act funds to support operating costs as defined by the NTD Reporting System for an estimated two years and five months starting January 20, 2020 through June 30, 2022, for the Thousand Oaks Transit fixed route and paratransit services. Sample activities include, but are not limited to: payments for operations contractor (MV Transportation); City staff for transit system management and maintenance; public information including customer relations; route and schedule development.

A total of \$13,937,500 is anticipated to be expended on Thousand Oaks Transit operations during the expenditure period for this item.

#### Budget Activity Line Item: 30.09.08 - Operating Assistance - Thousand Oaks Transit

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.08	EMER RELIEF - OPERATING ASSIST - 100% Fed Share	OPERATING ASSISTANCE	0

### Extended Budget Description

Operating Assistance – Thousand Oaks Transit

#### PROJECT FUNDING

Federal Funds (100%):

FFY 2020 CARES Act Section 5307-6 Thousand Oaks UZA (UZA #61440): \$3,509,925

TOTAL FFY CARES Act Federal Section 5307-6 Funds: \$3,509,925

Total Eligible Project Cost: \$3,509,925

This grant is requesting \$3,509,925 of FFY20 Federal Section 5307-6 CARES Act funds to support operating costs the period of January 20, 2020 through June 30, 2022, for the Thousand Oaks Transit fixed route and paratransit services, using amounts defined by Thousand Oaks' operations contract and staff cost budgetary estimates based on NTD

Reporting System definitions. Sample activities include, but are not limited to: payments for operations contractor (MV Transportation); City staff for transit system management and maintenance; public information including customer relations; route and schedule development.

The Thousand Oaks estimated operating budget for FY 20, which runs from July 1, 2019 to June 30, 2020 as defined by the NTD Reporting System (NTD) is \$5,575,000. FY21 budget is currently under development but has not been finalized as of date of submission. We have extrapolated an estimate of \$13,937,500 for the two years and five months of the grant period.

The milestones include six months for project closeout.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (CARES Act)	5307-6	20507	\$3,509,925
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$3,509,925</b>

Milestone Name	Est. Completion Date	Description
Start Date	1/20/2020	
End Date	6/30/2022	
Closeout	12/31/2022	

<b>Federal Award Identification Number (FAIN)</b>	CA-2020-120-02
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<b>Period of Performance Start Date</b>	6/4/2020
<b>Original Period of Performance End Date</b>	12/31/2023
<b>Current Period of Performance End Date</b>	12/31/2023

**Project Description**

Operating Assistance – Thousand Oaks Transit

This amendment increases from \$3,509,925 to \$3,675,925 the FFY20 Federal Section 5307-6 CARES Act funds to support operating costs as defined by the NTD Reporting System for an estimated two years and five months starting January 20, 2020 through June 30, 2022, for the Thousand Oaks Transit fixed route and paratransit services. The additional \$166,000 is specifically directed in response to COVID towards the providing weekend Senior Dial-a-Ride service for the East County Transit Alliance intercity service provided by Thousand Oaks.

A total of \$16,100,00 is anticipated to be expended on Thousand Oaks Transit operations during the expenditure period for this item.

<b>Budget Activity Line Item: 30.09.08 - Operating Assistance - East Transit Alliance Operated by Thousand Oaks - Weekend Senior Dial-a-Ride</b>
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Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OPERATING ASSISTANCE (300-00)	30.09.08	EMER RELIEF - OPERATING ASSIST - 100% Fed Share	OPERATING ASSISTANCE	0

**Extended Budget Description**

Operating Assistance – East County Transit Alliance Service Operated by Thousand Oaks – Senior Weekend Dial-a-Ride

**PROJECT FUNDING**

Federal Funds (100%):

FFY 2020 CARES Act Section 5307-6 Thousand Oaks (UZA #61440): \$166,000

TOTAL FFY CARES Act Federal Section 5307-6 Funds: \$166,000

Total Eligible Project Cost: \$166,000

This line item is being added in Amendment #2 to request \$166,000 of FY20 Federal Section 5307-6 CARES Act funds to support operating cost the period of January 20, 2020 through June 30, 2022, for City of Thousand Oaks operating activities applicable to provide weekend East County Senior Dial-a-Ride service, using amounts defined by Thousand Oaks staff cost budgetary estimates based on NTD Reporting System definitions. Examples of activities include, but are not limited to: payments for operations contractor (MV Transportation); City staff for transit system management and maintenance; public information including customer relations; route and schedule development.

The Thousand Oaks Transit estimated operating budget for FY 21, which runs from July 1, 2020 to June 30, 2021 as defined by the NTD Reporting System (NTD) is \$6,659,677. We have extrapolated an estimate of \$16,100,000 for the two years and five months of the Thousand Oaks Operating Assistance grant period.

The milestones include six months for project closeout.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5307 - Urbanized Area Formula Grants (CARES Act)	5307-6	20507	\$166,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$166,000</b>

Milestone Name	Est. Completion Date	Description
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Start Date	1/20/2020	
End Date	12/31/2022	

City of Thousand Oaks  
FTA Grant List

Federal Award Identification Number	FY Award	Award Date	Section of Statute	CFDA	FTA Portion of Grant	Matching Requirement
CA-90-Z151	FY 13/14	5/23/2014	5307-2	20.507	\$943,351	20.00%
CA-95-X196	FY 12/13	6/7/2013	5307-2	20.507	\$2,464,674	11.47%
CA-2016-060	FY 15/16	2/24/2017	5307-2A	20.507	\$1,882,822	varies
CA-2018-003	FY 17/18	1/10/2018	5307-2A	20.507	\$699,068	varies
CA-2018-042	FT 17/18	5/10/2018	5310-1A	20.513	\$148,000	20.00%
CA-2018-076	FY 17/18	7/10/2018	5307-2A	20.507	\$3,924,980	varies
CA-2019-039	FY 18/19	5/21/2019	5307-3	20.507	\$1,010,000	11.47%
CA-2019-099	FY 19/20	8/9/2019	5307-2A	20.507	\$750,000	20.00%
CA-2019-118	FY 19/20	7/23/2019	5310-1A	20.513	\$60,000	20.00%
CA-2020-012	FY 19/20	1/7/2020	5307-3	20.513	\$825,000	0.00%
CA-2020-030	FY 19/20	3/12/2020	5310-1A	20.513	\$45,000	16.67%
CA-2020-076	FY 19/20	5/17/2020	5307-2A	20.507	\$1,036,949	varies
CA-2020-120-01	FY 19/20	8/10/2020	5307-6	20.507	\$3,509,925	0.00%

**TOTAL ENCUMBERED BY THIS DOCUMENT:**

\$17,299,769

**PRIOR AMOUNT ENCUMBERED UNDER CURRENT AGREEMENT:**

\$0

**TOTAL ENCUMBERED TO DATE:**

\$17,299,769