



# **RESOLUTION No. 15-475**

## **OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA**

### **APPROVAL OF APPLICATION FOR \$127,986 IN FISCAL YEAR 2014/15 PROPOSITION 1B, PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) FUNDING APPORTIONED BY THE CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Proposition 1B, Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Fiscal Year 2014/15 provides revenue apportionments for Nevada County which may be used for eligible capital projects included in the Western Nevada County Transit Development Plan Update for Fiscal Years 2010/2011 to 2014/2015; and

WHEREAS, bus stop improvements is an eligible project for Proposition 1B PTMISEA funding included in the Western Nevada County Transit Development Plan; and

WHEREAS, it is necessary for the Board of Supervisors to approve the Application for Fiscal Year 2014/15, Proposition 1B, PTMISEA funds for a capital project to improve Gold Country Stage bus stops in the amount of \$127,986; and

WHEREAS, funds shall be deposited into Transit Services Fund 4281-91003-707-1000/442940.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Nevada County Board of Supervisors:

1. Approves the Fiscal Year 2014/15, Proposition 1B – PTMISEA application for a capital project to improve Gold Country Stage bus stops in the amount of \$127,986 and returning to the Board of Supervisors upon approval of the grant for acceptance.
2. Authorizes the Chair of the Board of Supervisors to appoint Steve Castleberry, Director of Public Works, and Susan Healy-Harman, Transit Services Manager, to execute the application(s) and other financial and special reporting documents on behalf of the County of Nevada.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 13th day of October, 2015, by the following vote of said Board:

Ayes: Supervisors Nathan H. Beason, Edward Scofield, Dan Miller,  
Hank Weston and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Edward C. Scofield, Chair

10/13/2015 cc: Transit\*  
AC\*

**Public Transportation Modernization, Improvement and  
Service Enhancement Program (PTMISEA)  
PROJECT DESCRIPTION AND ALLOCATION REQUEST**

Department of Public Works- Transit Services		Regional Entity: Nevada CTS
Project Lead*: Division	County: Nevada	
Project Title: Gold Country Stage- Bus Stop Improvements Phase IV		

I certify the scope, cost, schedule, and benefits as identified in the attached Project Description and Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process, which may effect the amount of bond proceeds received by the project sponsor now and in the future. Project sponsors may need to consider alternative funding sources if bond proceeds are not available. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project sponsor shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation -- Division of Mass Transportation.

Name: Steve Castleberry

Signature: 

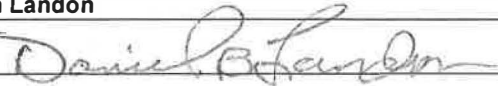
Title: Director of Public Works

Agency: County of Nevada Public Works

Date: October 13, 2005

If this project includes funding from more than one project sponsor, the project sponsor above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of PTMISEA funds (GC Section 8879.55(a)(2) and/or Section 8879.55(a)(3)) contribution. Sign below or **attach a separate officially signed letter providing that information.**

Name: Dan Landon

Signature: 

Title: Executive Director

Agency: Nevada County Transportation Commission

Date: October 13, 2015

Amount: \$127,986.

## PTMISEA PROJECT DESCRIPTION AND ALLOCATION REQUEST

	08/09	09/10	10/11	14/15
Request Amount per GC 8879.55(a)(2)/PUC 99313:	\$0	\$0	\$0	\$0
Request Amount per GC 8879.55(a)(3)/PUC 99314:	\$0	\$0	\$0	\$127,986
<b>Total Project Allocation Request:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$127,986</b>
<b>Project Title:</b>	<b>Gold Country Stage- Bus Stop Improvements Phase III</b>			
<b>Project Location/Address:</b>	<b>950 Maidu Avenue, Nevada City, CA 95959</b>			

**Table 1: Project Lead/Recipient Agency Information**

Project Lead/ Recipient Agency:	County of Nevada Department of Public Works- Transit Services Division	Legislative District Numbers
Contact:	Susan Healy-Harman	Assembly: 4th District
Contact Phone #:	530-477-0103 x1003	Senate: 3rd District
Email Address:	susan_healy-harman@co.nevada.ca.us	Congressional: 4th District
Address:	950 Maidu Avenue	Amount: \$0
	Nevada City, CA 95959	Fund Type: 8879.55(a)(3)

**Table 2: Contributing PTMISEA-Eligible Project Sponsor Information**

PTMISEA Contributors: Nevada County Transportation Commission	Amount:	Fund Type:
Contact: Mike Woodman	\$127,986	8879.55(a)(2)
Contact Phone #: 530-265-3202	\$	
Email Address: mwoodman@nccn.net		
Address: 101 Providence Mine Road		
Nevada City, CA 95959		
Other PTMISEA Contributors ( Attach sheet with contact info)	Amount:	Fund Type:
N/A	\$	
	\$	
	\$	
<b>TOTAL</b>	<b>\$127,986</b>	

(\*Contributing project sponsors attach signed letters of verification as to amount and eligibility or sign cover page)

**Table 3: Project Category**

Check **only 1** box that best fits the description of the project being funded.

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <b>Rehabilitation, Safety or Modernization Improvement</b> | <input type="checkbox"/> <b>Bus Rapid Transit</b>          |
| <input type="checkbox"/> <b>Capital Service Enhancement or Expansion</b>                       | <input type="checkbox"/> <b>Rolling Stock Procurement:</b> |
| <input type="checkbox"/> <b>New Capital Project</b>  | <input type="checkbox"/> <b>Expansion</b>                  |
|  | <input type="checkbox"/> <b>Rehabilitation</b>             |

**Table 4: Project Summary**

a) Describe the project (or minimum operable segment) for which you are applying for funds. Attach additional sheets if necessary. If the application is for the purchase of vehicles or rolling stock, please include information on number of vehicles, size, passenger count, accessibility, and fuel type:

Write here: The funding will be directed to a multi-phased project for the enhancement and improvement of existing bus stops throughout the Gold Country Stage service area in Western Nevada County including rural locations. Enhancement improvements will include applicable site upgrades that will increase overall passenger accessibility, improve ADA accessibility, and provide safety improvements. Improving bus stop sites will also enhance visibility and access for drivers and vehicles. The development and implementation of these various enhancements will increase passenger welfare, security, and service which will translate into expanded mobility access to encourage increased usage and ridership.

b) Useful Life of the Project: 5 years

**Table 5: Description of Major Benefits/Outcomes**

a) Please check appropriate Benefit/Outcome:

<input checked="" type="checkbox"/> Increase Ridership	by <u>5</u> %
<input type="checkbox"/> Reduce Operating/Maintenance Cost	by <u>    </u> %
<input type="checkbox"/> Reduce Emissions	by <u>    </u> %
<input checked="" type="checkbox"/> Increase System Reliability	by <u>10</u> %

b) Please summarize and describe any other benefits: Enhancement improvements will include applicable site upgrades that will increase overall passenger accessibility, improved ADA accessibility, and safety improvements. Improved stop bus stops will also enhance visibility and access for drivers and vehicles. The development and implementation of these various enhancements will increase passenger welfare, security, and service which will translate into expanded mobility access to encourage increased usage and ridership.

**Table 6: Project Schedule \*(Based on receiving funding by June 2016)**

	Date
Begin Project Approval & Environmental Document Phase	
CEQA/ Environmental Compliance	
End Project Approval & Environmental Document Phase	
Begin Plans, Specifications & Estimates Phase	Jul-16
End Plans, Specifications & Estimates Phase	31-Dec
Begin Right of Way Phase	
End Right of Way Phase	
Begin Construction Phase (Contract Award)	Oct-16
End Construction Phase (Contract Acceptance)	Dec-17
Begin Vehicle/Equipment Order (Contract Award)	
End Vehicle/Equipment Order (Contract Acceptance)	
Begin Closeout Phase	Dec-17
End Closeout Phase	Jun-18

**Table 7: Tax Compliance Information**

Is it reasonably anticipated that any money will be derived at any point in the future as a result of the project that will be paid to the State?

<input type="checkbox"/>
<input checked="" type="checkbox"/>

YES

NO

If yes, please describe the source of the money and provide an estimate of the amount:

Estimate:

\$

**Public Transportation Modernization, Improvement, and Service Enhancement Account  
Total Project Cost and Funding Plan**

Shaded fields are automatically calculated. Please do not fill these fields.

<b>Proposed Total Project Cost</b>										<b>Project Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED	0	0	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	0	0	0	0	127,988	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>127,988</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)</b>										<b>Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED										0
PS&E										0
R/W										0
CON										0
Veh/Equip Purchase						127,988				0
Other										0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>127,988</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>										<b>Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED										0
PS&E										0
R/W										0
CON										0
Veh/Equip Purchase										0
Other										0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>										<b>Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED										0
PS&E										0
R/W										0
CON										0
Veh/Equip Purchase										0
Other										0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>										<b>Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED										0
PS&E										0
R/W										0
CON										0
Veh/Equip Purchase										0
Other										0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>										<b>Total</b>
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17		
PA&ED										0
PS&E										0
R/W										0
CON										0
Veh/Equip Purchase										0
Other										0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Public Transportation Modernization, Improvement, and Service Enhancement Account  
Total Project Cost and Funding Plan**

Shaded fields are automatically calculated. Please do not fill these fields.

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Funding Source:</b>									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total
PA&ED									0
PS&E									0
R/W									0
CON									0
Veh/Equip Purchase									0
Other									0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA)  
Projected Cash Flow Schedule**

Project Title: Project: Gold Country Stage- Bus Stop Improvements Phase III  
Sponsor Agency: Agency: Department of Public Works- Transit Services Division  
Sponsor Contact: Contact: Susan Healy-Harman, Transit Services Manager

PTMISEA : Cash Flow Projections									
PTMISEA Funded Phase	Start Date	Prior	Jul 2014 - Dec 2014	Jan 2015 - Jun 2015	Jul 2015 - Dec 2015	Jan 2016 - Jun 2016	Jul 2016 - Dec 2016	Total this request	Future requests
PS&E							\$20,000	\$20,000	
Right of Way								\$0	
Construction - Scope of work task #1							\$107,986	\$107,986	
Construction - Scope of work task #2								\$0	
Construction - Scope of work task #3								\$0	
Construction - Scope of work task #4								\$0	
Vehicle / Equipment Order									

PTMISEA Cash Flow Projections						
	Jul 2014 - Dec 2014	Jan 2015 - Jun 2015	Jul 2015 - Dec 2015	Jan 2016 - Jun 2016	Jul 2016 - Dec 2016	Total
<b>Totals:</b>	\$0	\$0			\$127,986	\$127,986



STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**Division of Mass Transportation**  
**Public Transportation Modernization, Improvement, and**  
**Service Enhancement Account (PTMISEA)**  
**Authorized Agent Form**



Authorized Agent

AS THE Chief Executive Officer  
(Chief Executive Officer / Director / President / Secretar )

OF THE County of Nevada  
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds provided by the California Department of Transportation, Division of Mass Transportation. This form is valid at the beginning of Fiscal Year 2010-2011 until the end of the PTMISEA Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

Steve Castleberry, Director of Public Works OR  
(Name and Title of Authorized Agent)

Susan Healy-Harman, Transit Services Manager OR  
(Name and Title of Authorized Agent)

Richard A. Haffey Chief Executive Officer  
(Print Name) (Title)

\_\_\_\_\_  
(Signature)

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**Public Transportation Modernization, Improvement, and Service  
Enhancement Account (PTMISEA) Bond Program**

**Certifications and Assurances**

**Project Sponsor:** County of Nevada Department of Public Works, Transit Services Division

**Effective Date of this Document:** October 13, 2015

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) bond program. As a condition of the receipt of PTMISEA bond funds, project sponsors must comply with these terms and conditions.

**A. General**

- (1) The project sponsor agrees to abide by the current PTMISEA Guidelines
- (2) The project sponsor must submit to the Department a PTMISEA Program Expenditure Plan, listing all projects to be funded for the life of the bond, including the amount for each project and the year in which the funds will be requested.
- (3) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

**B. Project Administration**

- (1) The project sponsor certifies that required environmental documentation is complete before requesting an allocation of PTMISEA funds. The project sponsor assures that projects approved for PTMISEA funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project sponsor certifies that PTMISEA funds will be used only for the transit capital project and that the project will be completed and remains in operation for its useful life.

- (3) The project sponsor certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (4) The project sponsor certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (5) The project sponsor must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (6) Any interest the project sponsor earns on PTMISEA funds must be used only on approved PTMISEA projects.
- (7) The project sponsor must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (8) Under extraordinary circumstances, a project sponsor may terminate a project prior to completion. In the event the Project Sponsor terminates a project prior to completion, the Project Sponsor must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.
- (9) Funds must be encumbered and liquidated within the time allowed in the applicable budget act.

### **C. Reporting**

- (1) Per Government Code § 8879.55, the project sponsor must submit the following PTMISEA reports:
  - a. Semi-Annual Progress Reports by February 15<sup>th</sup> and August 15<sup>th</sup> each year.
  - b. A Final Report within six months of project completion.
  - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of PTMISEA bond funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which PTMISEA funds have been received or expended.

**D. Cost Principles**

- (1) The project sponsor agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project sponsor agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving PTMISEA funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project sponsor has received payment that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project sponsor to the State of California (State). Should the project sponsor fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project sponsor from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

**E. Record Retention**

- (1) The project sponsor agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project sponsor, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project sponsor, its contractors and subcontractors connected with PTMISEA funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project sponsor, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent

possible on any prior audit of the Project Sponsor pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project sponsor's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.

- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project sponsor's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project sponsor shall furnish copies thereof if requested.
- (3) The project sponsor, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

#### **F. Special Situations**

- (1) A project sponsor may lend its unused funds from one year to another project sponsor for an eligible project, for maximum fund use each fiscal year (July 1 – June 30). The project sponsor shall collect no interest on this loan.
- (2) Once funds have been appropriated in the budget act, a project sponsor may begin a project with its own funds before receiving an allocation of bond funds, but does so at its own risk.
- (3) The Department may perform an audit and/or request detailed project information of the project sponsor's PTMISEA funded projects at the Department's discretion at any time prior to the completion of the PTMISEA program.

I certify all of these conditions will be met.

County of Nevada Department of Public Works  
Transit Services Division

Page 5

---

County of Nevada Department of Public Works, Transit Services Division

BY:   
Steve Castleberry, Director  
County of Nevada Department of Public Works

---

**ATTACHMENT I**

**(PLACE HOLDER)  
BOARD RESOLUTION GOES HERE**

# Nevada County Transportation Commission

## Transit Development Plan Update

In Association With:  
Community Action Partners

**Western Nevada County  
FY 2010/2011 to FY2014/2015**

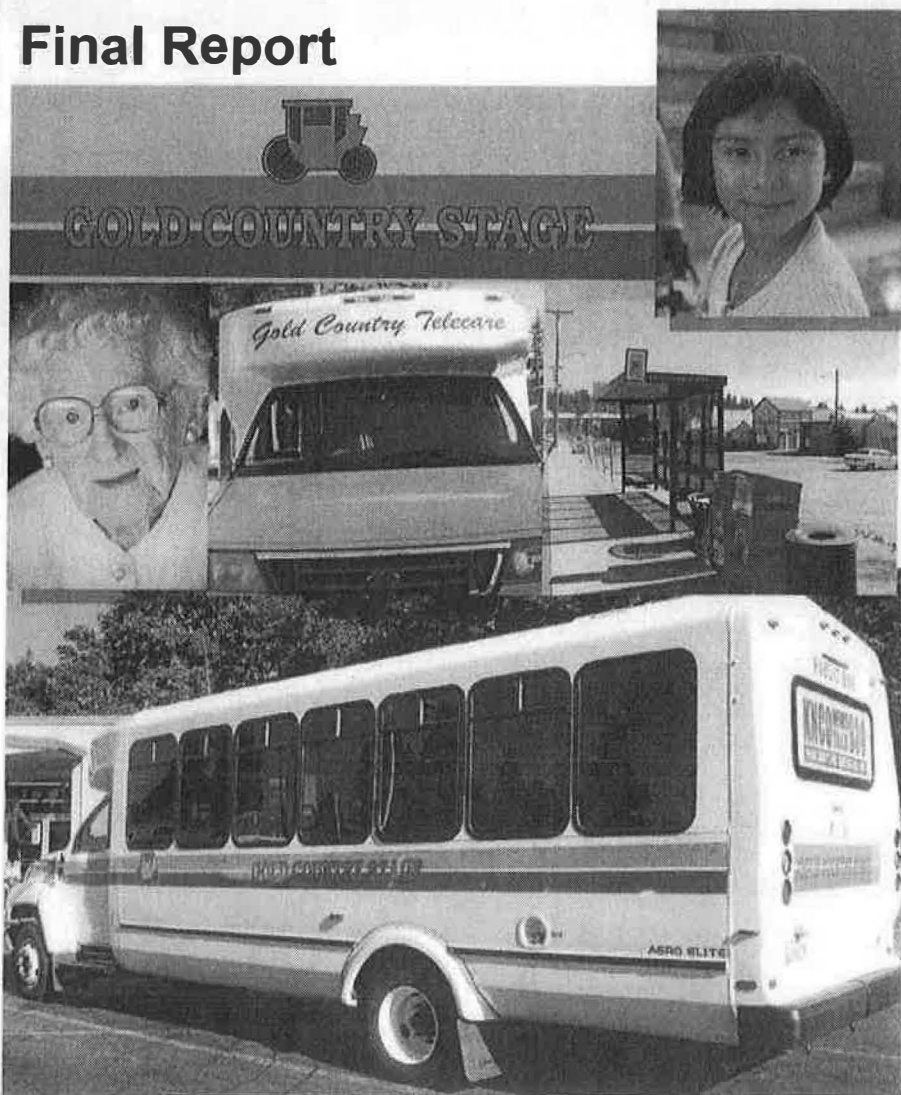
### Final Report



#### TRANSIT RESOURCE CENTER

5840 Red Bug Lake Road  
Suite 165  
Winter Springs, FL 32708  
Phone: (407) 977-4500  
Fax: (407) 977-7333  
tranrc@earthlink.net

2036 Nevada City Hwy, #200  
Grass Valley, CA 95945  
Phone: (530) 271-0177  
Fax: (530) 271-0626  
cliffchambers@earthlink.net



**December, 2010**



## TABLE OF CONTENTS

<b>Executive Summary .....</b>	<b>ES-1</b>
<b>Chapter 1: Introduction.....</b>	<b>1-1</b>
Study Objectives.....	1-1
Profile of Existing Services .....	1-1
Areas of Emphasis .....	1-2
Report Overview.....	1-3
<b>Chapter 2: Profile of Existing Services .....</b>	<b>2-1</b>
Gold Country Stage Operating Characteristics .....	2-1
Summary of Recent Gold Country Stage Performance.....	2-6
Key Finding of GCS Survey, November 2009.....	2-6
Telecare Paratransit Operating Characteristics.....	2-7
Telecare Survey by Mail.....	2-10
<b>Chapter 3: Goals and Objectives .....</b>	<b>3-1</b>
Introduction .....	3-7
Recommended Goals, Objectives and Performance Measures.....	3-2
Recommended Summary Format .....	3-8
<b>Chapter 4: Mobility Management .....</b>	<b>4-1</b>
Chapter Organization .....	4-1
Review of Existing Conditions .....	4-2
Rationale for Mobility Management Strategies.....	4-3
Existing Example of Mobility Management in western Nevada County.....	4-3
Consultant Mobility Management Ideas and Options.....	4-5
Attendee Input and Ideas from Community Mobility Summit.....	4-27
Institutional Options for Implementing Mobility Management Strategies...	4-35
Stakeholder Feedback on Mobility Management Options...	4-38
<b>Chapter 5: Service Plan .....</b>	<b>5-1</b>
1. Base Case Scenario.....	5-1
New Routing to Tinloy Transit Center.....	5-3
Telecare Service Area .....	5-3
2. Partial Recovery Scenario .....	5-5
Establishment of a Collaborative Mobility Management Process .....	5-7
Recommended Criteria when Considering Restoring Services .....	5-12
Potential Options for "Partial Recovery Scenario .....	5-12
Directly Operated Services.....	5-14
Support Services.....	5-16
<b>Chapter 6: Financial Plan .....</b>	<b>6-1</b>
Key Financial Plan Assumptions .....	6-1
Operating Revenues.....	6-3
Revenue Enhancements .....	6-10
Operating Expenditures .....	6-12
Service Supply.....	6-16
Capital Revenues.....	6-20
Capital Expenditures.....	6-24

**RESOLUTION 11-09  
OF THE  
NEVADA COUNTY TRANSPORTATION COMMISSION**

ADOPT THE FINAL WESTERN NEVADA COUNTY TRANSIT DEVELOPMENT PLAN UPDATE FOR FY 2010/11-FY 2014/15

WHEREAS, the Nevada County Transportation Commission contracted with Transit Resource Center to update the previously adopted transit development plan; and

WHEREAS, the adoption of the *Nevada County Transportation Commission Transit Development Plan Update-Western Nevada County FY 2010/2011 to FY 2014/2015 Final Report* will provide the Nevada County Transit Services Division a planning guide for operation of the transit/paratransit systems over the five year plan period; and

WHEREAS, the final plan will be utilized by the Nevada County Transit Services Division to make recommendations regarding transit services in western Nevada County to the Transit Services Commission and to the Nevada County Board of Supervisors.

NOW THEREFORE BE IT RESOLVED, that the Nevada County Transportation Commission adopts the *Nevada County Transportation Commission Transit Development Plan Update-Western Nevada County FY 2010/2011 to FY 2014/2015 Final Report* as complete per the terms of the contract with Transit Resource Center.

BE IT FURTHER RESOLVED, that the Nevada County Transportation Commission directs staff to distribute the document to the Nevada County Transit Services Division, Gold Country Telecare, Grass Valley, Nevada City, and Nevada County, so that it may be used as a planning guide to improve transit/paratransit services in western Nevada County over the next five years.

PASSED AND ADOPTED by the Nevada County Transportation Commission on January 26, 2011 by the following vote:

Ayes: Commissioners Beason, Dee, Guerra, Harris, Jostes, Miller and Scofield

Noes: None

Absent: None

Abstain: None

  
\_\_\_\_\_  
Chairman  
Nevada County Transportation Commission

Attest:

  
\_\_\_\_\_  
Nancy D. Hoffman  
Administrative Services Officer

that there are no non-profit organizations readily available to provide the specialized service. The FTA 5310 funds are apportioned to the State of California which conducts an annual competitive application process through the Department of Transportation and project awards are granted by the California Transportation Commission. Telecare has been successful in replacing about one bus per year with the FTA 5310 process. A total of \$379,618 is currently programmed over the next five years for FTA 5310 monies.

#### **FTA 5311 ARRA Funding**

In non-urban areas such as western Nevada County, American Recovery and Reinvestment Act (ARRA) monies have been made available through Caltrans' FTA 5311 program. \$250,000 will be utilized in FY 2010/11 for the construction of the Tinloy Transit Center.

#### **Congestion Mitigation Air Quality (CMAQ)**

The overall CMAQ funding was fully described above. \$130,000 in CMAQ funding will be received in FY 2010/11 for two Telecare buses. These buses were originally programmed in FY 2008/09.

### **Capital Expenditures**

There are seven primary categories of capital expenditures over the next five year period:

- Vehicle replacement
- Bus stop improvements
- Grass Valley Transit Center
- Relocation of transit facility
- Vehicle tracking and passenger information
- Other bus technology options
- Safety and Security enhancements

#### **Vehicle Replacements**

Nevada County has developed a vehicle replacement schedule for Gold Country Stage buses and transit utility vehicles. That schedule has been utilized as the foundation of vehicle replacement schedule for the Transit Development Plan.

The replacement of Telecare buses was included in the 2008 TDP but assumed that funding would be available from FTA 5310 for two bus replacements per year. Funding for only one bus replacement per year has been available from FTA 5310 funds. In reviewing the fleet condition and replacement of Telecare buses, there is a need to replace eight buses over the next two years. Since

capital funding is available from the PTMISEA program for vehicle replacements and some money will also be available from the State Transit Assistance (STA) in the partial recovery scenario, it is recommended that the Transit Services Division procure and own the Telecare vehicles and provide them to Gold Country Telecare for use in paratransit service. It is a very common practice in the transit industry for the public entity such as the Transit Services Division of Nevada County to make public transit vehicles available to private contractors to operate contracted service, with the provision that the buses be properly maintained with periodic random inspections. The contract between the Transit Services Division and Gold Country Telecare would need to be amended to reflect the change in bus procurement.

The fleet replacement plan is shown in Exhibit 6-11. A total of seven Gold Country Stages buses and four utility vehicles will be replaced over the next five years with an expected cost of approximately \$974,000. A total of fifteen Telecare buses would be replaced over the next five years with an expected cost of \$961,900.

### **Bus Stop Improvements**

Gold Country Stage staff are currently preparing an inventory of prioritized bus stop improvements. Public comment during the public participation phase of the TDP indicated that bus stop accessibility was a major issue that needed to be addressed over the next five years.

At a minimum five bus stops should receive accessibility and amenity upgrades. Accessibility improvements recommendations could also come from the Pedestrian Master Plan that is currently in progress. Bus stop amenities could include a bus shelter, benches, trash receptacles, public information and other identified needs. A total of \$359,048 is currently programmed over the next five years. It should be noted that another \$400,000 in PTMISEA capital funds are available if additional funds are needed after the bus stop improvement inventory is completed.

### **Grass Valley Tinloy Transit Center**

As discussed in greater detail in Chapter 5, a new transit center is being designed and built in FY 2010/11 on Tinloy Street in Grass Valley. Currently, Siteline Architectures, Inc. and McProud & Associates Landscape Architecture are preparing the architectural design elements for the proposed transit facility. The facility will have a 330 foot transit-vehicle-only transfer bay along the north side of Tinloy Street, with an ADA compliant sidewalk/passenger waiting area covered by two 12' X 100" shelters. A restroom and bicycle parking facilities will be provided. Construction is scheduled to be completed in Summer 2011. \$907,000 is currently budgeted in FY 2010/11 for this project.