



# Count. of Santa Cruz

225

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## GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 454-2210 FAX: (831) 454-2710 TDD: (831) 454-2123

ROY HOLMBERG, DIRECTOR

May 14, 1999

AGENDA: May 25, 1999

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, California 95060

### 1999/2000 AB 2766 MOTOR VEHICLE EMISSIONS REDUCTION GRANT PROGRAM

#### Members of the Board:

In 1990 Assembly Bill (AB) 2766 was passed by the California Legislature and signed into law by then Governor Pete Wilson. This law allows air pollution control districts to add surcharge fees to motor vehicle registration fees for the funding of local projects that reduce air pollution from motor vehicles, and for related planning, design, construction, and monitoring programs that serve to implement the California Clean Air Act of 1988. The Monterey Bay Unified Air Pollution Control District (MBUAPCD) is responsible for the administration of the AB2766 Grant Program.

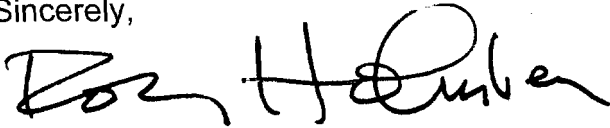
In past years the MBUAPCD has awarded funds to the County for various projects throughout Santa Cruz County, such as construction of bike lanes, traffic signal improvements, and a pedestrian bridge. The purpose of this letter is to request your Board's approval for the submission of a grant application for the following project:

Purchase of two g-passenger Compressed Natural Gas (CNG) vans for use as employee commuter vans to transport employees from the Watsonville and San Lorenzo Valley areas to the County Government Center. Use of the vans would be at no cost to the employees in order to promote participation. The grant request includes reimbursement for these costs for the first three years of the program. This new project will be managed by the County's Trip Reduction Incentive Program (TRIP) in the General Services Department, and will yield both air quality and traffic mitigation benefits along two of the most heavily traveled (and heavily congested) corridors in Santa Cruz County. Further gains are expected in that all participants will be employees working at the Santa Cruz Government Center location and the vans will be utilized by participants during the day for business or delivery travel to outlying facilities, travel which would otherwise be conducted by County fleet or employee owned gasoline burning vehicles.

It is therefore RECOMMENDED that your Board take the following actions:

1. Adopt the attached resolution approving the proposed filing of a grant application to the Monterey Bay Unified Air Pollution Control District; and
2. Appoint Roy K. Holmberg, Director of General Services, and the Department of General Services, administrating agency applicant to execute and submit all documents which may be necessary for the completion of the projects.

Sincerely,



ROY K. HOLMBERG  
Director

RH:bd3/emission

Attachment - Resolution

RECOMMENDED:



SUSAN A. MAURIELLO  
County Administrative Officer

cc: County Administrative Office  
Auditor-Controller

BEFORE THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

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RESOLUTION NO. \_\_\_\_\_

On the motion of Supervisor  
duly seconded by Supervisor  
the following resolution is adopted:

RESOLUTION AUTHORIZING THE DIRECTOR OF GENERAL SERVICES TO MAKE  
A GRANT APPLICATION TO THE MONTEREY BAY UNIFIED AIR POLLUTION  
CONTROL DISTRICT FOR FISCAL YEAR 1999-2000 VEHICLE REGISTRATION  
SURCHARGE FEE GRANT FUNDS AS AUTHORIZED BY AB2766 FOR MOBILE  
SOURCE EMISSION REDUCTION PROJECTS

WHEREAS, the Monterey Bay Unified Air Pollution Control District is the  
administrating agency of the AB 2766 Grant Program for mobile source emission  
reduction projects; and

WHEREAS, Santa Cruz County has a proposed employee vanpool project that  
would allow a significant improvement to vehicular emissions.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the  
County of Santa Cruz:

1. Approve the filing of a grant application to the Monterey Bay Unified Air Pollution Control District for the purchase of two Compressed Natural Gas (CNG) vans for use as employee van pool vehicles.
2. Appoint Roy K. Holmberg, Director of General Services, and the Department of General Services, administering agency applicant to execute and submit all documents including, but not limited to: applications, agreements, amendments, payment requests, etc. which may be necessary for the completion of the aforementioned project.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this \_\_\_\_\_ day of \_\_\_\_\_ 1999, by the following vote:

AYES: SUPERVISORS  
NOES: SUPERVISORS  
ABSENT: SUPERVISORS

\_\_\_\_\_  
Chairperson of the Board

ATTEST: \_\_\_\_\_  
Clerk of the Board

Approved as to form: \_\_\_\_\_  
County Counsel

Distribution: County Counsel, General Services



# County of Santa Cruz 228

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## GENERAL SERVICES DEPARTMENT

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701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 454-2210 FAX: (831) 454-2710 TDD: (931) 454-2123

ROY HOLMBERG, DIRECTOR

May 18, 1999

Doug Quetin, Air Pollution Control Officer  
MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT  
24580 Silver Cloud Court  
Monterey, CA 93940

Dear Mr Quetin,

Attached is a Grant Application from The County of Santa Cruz seeking \$64,980 in 1999/2000 AB 2766 funds for the purchase and operation of two 9-passenger CNG vans to be used for Santa Cruz County employee van pools.

The County has long supported environmental and traffic mitigation efforts, and operation of these 5 day per week employee van pools is viewed as a positive and significant step in reducing vehicle emissions and addressing very serious congestion on the two main highways in Santa Cruz County. Using conservative figures and allowing for vacation, sickness, and other absences by as many as two participants per day, such a pool would still remove twelve single occupant vehicles per day from the roads during peak morning and afternoon commute periods, replace two more with cleaner burning CNG vehicles, and eliminate over 1700 vehicle miles per week.

The AB 2766 funds requested will allow for operation at virtually no cost to the participants, and the pools will be strategically managed by the County to insure maximum participation. This pilot program is expected to carry through 2005, with operating costs for three years included in the grant request amount. The County would assume responsibility for operating costs after the initial three years. We believe this will allow for structuring the pool in a way that provides incentive for full and active participation, and we would expect that its success will allow and encourage additional pools. Should demand for use of the commuter vans not continue as anticipated due to lack of employee interest, it is proposed that the vans be sold or redeployed for other County needs and the undepreciated value of the vans would be used to fund other TRIP program goals.

It is our belief that this is an excellent match with the objectives of the AB 2766 program. We ask that you accept and review our application, and we thank the District for funding consideration.

Sincerely,

ROY K. HOLMBERG  
Director of General Services

RH:bd3/vangrant

## ATTACHMENT 1 - PROJECT DESCRIPTION

FY 1999-2000 AB 3766 Motor Vehicle Emissions Reduction Grant Program

- A. Public Agency Grant Applicant: COUNTY OF SANTA CRUZ
- B. Grant Acceptance Agreement Date: Not applicable until grant is awarded
- C. Budget: Total Project Amount: \$ 99,300.  
Current AB 2766 Grant Request \$ 64,980.
- D. Project Title: COUNTY EMPLOYEE VAN POOL
- E. Project Schedule: Start Date: End 1/00 12 / 05
- F. Activities: Describe AB2766 Grant funded project activities:
- Activity 1: Solicit & Qualify Potential Employee Participants.
- Activity 2: Develop PGM Guidelines & Participant Responsibility Agreements.
- Activity 3: Select Initial Participants, Discuss & Document Criteria
- Activity 4: Purchase Vehicle, Outfit & Sign, Implement Program.

Table F. Grant Activity by Period

Type of Period: Quarter:    Semester:    Year: ☒

Show only AB2766 grant funds in the following table:

	<u>1st Period</u>	<u>2nd Period</u>	<u>3rd Period</u>	<u>4th Period</u>
<u>Activity #</u>	<u>Ends 6/30/00</u>	<u>Ends 01</u>	<u>Ends 02</u>	<u>Ends 6/30/03</u>
1.	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
2.	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
3.	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>	\$ <u>          </u>
4.	\$ <u>54,000.</u>	\$ <u>3,660.</u>	\$ <u>3,660.</u>	\$ <u>3,660.</u>
Total	\$ <u>54,000.</u>	\$ <u>3,660.</u>	\$ <u>3,660.</u>	\$ <u>3,660.</u>

G. To tal Project Budget:

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Table G.	AB2766	Other	Other	Project
	Grant Request	Secured Funds	Unsecured	Total
Equipment	\$ 54,000.-	\$ 2,000.	\$	56,000
Other capital	\$	\$	\$	\$
Personnel	\$	\$ 25,000.	\$	\$ 25,000
Other operating	\$ 10,980	\$ 7,320	\$	\$ 18,300
Grant Administration	\$ XXXXX	\$ INC	\$	\$
Total	\$ 64,980	\$ 34,320.	\$	\$ 99,300.

H. Status of Other Funding Sources:

	Funding Source	Amount	S ✓	U	P
1.	ALL COSTS OVER & ABOVE \$ 64,980	\$	-	-	-
2.	GRANT REQUEST WILL BE	\$	-	-	-
3.	COUNTY PROVIDED FROM	\$	-	-	-
4.	ANNUAL BUDGET APPROP.	\$	-	-	-
5.		\$	-	-	-
	Total	34,320			

S = Secured funds: Available by September 1, 1999 or guaranteed within FY 1999-2000.

U = Unsecured funds: To be applied for and availability unsure.

P = Previously awarded AB 3766 funding available for this project.

I. Monitoring Program:

12. Travel or other activity measurements to be collected:
- Measure 1 VEHICLE ODOMETER READINGS.
- Measure 2 METERED SINGLE-SOURCE FUEL USAGE.
- Measure 3 COUNTY AUDITOR-CONTROLLER MILEAGE STANDARDS.
- Measure 4 \_\_\_\_\_
13. Type of Data Collection (Counts, surveys, logs, etc.): VEHICLE ODOMETER, MAINTENANCE RECORD, & POOL LOGS.
14. Frequency and source of collection for each measure: POOL LOGS - DAILY OTHER - AS NECESS / AS SCHED.

## J. Grantee Contacts:

Program or Project Manager

Name: TRIP - BETH DUNN  
 Telephone: 831/454-2713  
 Fax: 831/454-2709  
 E-Mail: \_\_\_\_\_

Requests for Reimbursement

Name: STEVE BAUER  
 Telephone: 831/454-4613  
 Fax: 831/454-1708  
 E-Mail: \_\_\_\_\_

## K. Emissions and Cost Effectiveness Calculations:

*Leave blank. Entries will be separately calculated by District staff:*

1. Useful Life of Project : \_\_\_\_\_ Years
2. AB2766 Grant Request: \$ \_\_\_\_\_
3. Total Tons over Useful Life: \_\_\_\_\_ Tons, Sum of NOx, ROG and PM,,
4. Cost Effectiveness \$ \_\_\_\_\_ Request \$ / Total Tons

***Instructions for Attachment I:***

E. Project Schedule: **Start date** is when Grant Acceptance Agreement is signed by both Grantee and APCO. Project **End date** is December 31, 2001 or two years after start date, whichever is sooner - unless an extension is approved by the District Board.

F. Activity Budget: List up to four AB2766 grant-funded project activities described in more detail in Attachment I A.

- Activity Periods. Up to four activity periods or phases are identified. The first period includes the project start date and the last includes the end date. Periods may be calendar years, semesters or quarters.
- Activity by Period. Show only project costs to be reimbursed by AB2766 grant funds here. Budget line items total to the approved AB2766 grant amount in §C.

G. Total Project Budget: Identify the amount of funding from the requested AB2766 grant and from other sources, including prior AB2766 grants if applicable to this project. The first column AB2766 grant request should be equal that shown in item C and the project total should be the sum of the other columns. Project total must equal project total in Item C.

- Grant administration costs may not be reimbursed from the AB 2766 grant. If the AB 2766 grant will be administered within the routine operations of the agency and not taken as a cost for this project, indicate as "Inc." in space provided.

H. Status of Other Funding **Sources**: Indicate the source and amount of funds included as "Other" in Item G. Mark whether the funding will be secured (S) and available within FY 1999-2000 by September 30, 1999 or whether funds are to be obtained through a competitive process or from another agency, brought before the governing body for funding approval, or provided by a yet-to-be-determined funding source and therefore unsecured (U). A reasonable expectation of funding is considered secured funding up to the time of Grant Acceptance Agreement approval, when funding for the match must be assured. Leveraging points are only given for funds reasonably expected to be secured OR or before September 30, 1999.

I. Monitoring Program: Complete each item indicating what type of monitoring will be conducted if a grant is awarded. (See accompanying *Travel Activity Data Requirements* for any such monitoring data collection needs for the proposed project, or call District staff for these requirements.).

J. Contact Person: The contact person for both grant management and requests for reimbursement, if different.

K. Emissions and Cost Effectiveness Calculations: For emissions reducing projects, proposed project data are provided by applicant to District staff in accordance with the accompanying *Travel Activity Data by Type of Project* for data needs and default values. Defaults or assumptions may be used by District staff if local travel data are not available, inadequate or incomplete.

This concludes Attachment 1



ATTACHMENT 1A - PROJECT NARRATIVE  
FY 1999-2000 AB2766 Motor Vehicle Emissions Reduction Grant Program

PROJECT TITLE: County Employee Van-pool Project  
GRANTEE AGENCY: County of Santa Cruz

The proposed project will provide two 9 passenger vans to be operated on a daily basis to carry County Employees from Watsonville to the Santa Cruz County Government Center and return and from the San Lorenzo Valley to the County Government Center and return. The vans will be new, dedicated compressed natural gas (CNG) vehicles, operated by members of the pool.

This new project will be managed by the County's Trip Reduction Incentive Program (TRIP) in the General Services Department, and will yield both air quality and traffic mitigation benefits along two of the most heavily traveled (and heavily congested) corridors in Santa Cruz County. Further gains are expected in that all participants will be employees working at the Santa Cruz Government Center location and the vans will be utilized by participants during the day for business or delivery travel to outlying facilities, travel which would otherwise be conducted by County fleet or employee owned gasoline burning vehicles.

In order to minimize collateral vehicle mileage from participants driving to a pick-up area, or for the vans to drive wide area pick-up routes, the County TRIP Coordinator will qualify participants to enlist those living in proximity to one another. This approach will also minimize the time spent not directly enroute to work, which has been shown in numerous studies to be a significant factor in maintaining active participation. To provide incentive for full 9-passenger occupancy in each van, pool participants would not be required to contribute towards the costs of the program.

Although actual mileage will almost certainly be greater, for purposes of this application, the County Auditor-Controller standard of 17 miles one-way between Watsonville and Santa Cruz, and 12 miles one-way between Boulder Creek and Santa Cruz, are used. With the vehicles operated by the pool participants however, the emission and traffic reduction benefits begin as they leave the driveway and continue until they return each evening. The two areas from which the pools will originate include a substantial number of County employees, giving us a large pool of perspective participants. Because of our intent to include those living relatively close however, and to allow for any vacation or other off-time, we assume a computational participation level of seven. Even with these conservative figures, the project will reduce the number of daily commute vehicles by twelve and the weekly vehicle miles traveled by over 1700, and will exchange two gasoline vehicles of indeterminate age and emission efficiency for cleaner burning CNG vehicles.

**ATTACHMENT 1B - PROGRAM CRITERIA CHECKLIST**  
**FY 1999-2000 AB 2766 Motor Vehicle Emissions Reduction Grant Program**

Project Title COUNTY EMPLOYEE VAN POOL  
 Grantee Agency COUNTY OF SANTA CRUZ

**PROJECT TYPE:** *Instructions: One or more of the following project types must be checked*

**DEMONSTRATION PROJECT** - Testing or demonstration of facilities, equipment, methods and/or procedures that could lead to motor vehicle emissions reduction.

**EDUCATION PROJECT** - Education, public information and policy or regulatory projects.

**INFRASTRUCTURE PROJECT** - Infrastructure facilities, equipment and/ or services which will enable emission reductions.

☒ **EMISSIONS REDUCING PROJECT** - Quantifiable mobile source emissions will occur within five years as a result of this project.

**TIER I CRITERIA:** *Instructions: Check ALL the following criteria that apply. Criteria 1-10 must be met by all projects, and Criterion 11 must be met by "cleaner engine" projects.*

1. ☒ Project will result in actions needed to implement the California Clean Air Act (as amended in 1992) and/or achieve emission reductions to meet requirements of Health & Safety Code §44220 to 44247.
2. ☒ Projects will be implemented within the North Central Coast Air Basin.
3. ☒ Application is complete, in a format acceptable to the District and has been submitted during the application period.
4. ☒ This application requests no more than \$200,000 in AB2766 funds in this grant year, or if a bicycle path project -- not more than 5100,000 in this grant year.
5. ☒ Applicant is a public agency who will sign a Grant Acceptance Agreement to implement and maintain the proposed project for its useful life. (Project may be implemented by private individual, corporation, or entity under contractual agreement with applicant, with that public agency's formal resolution of support).
6. ☒ The project proposal indicates that the project will be operational and/or providing emissions reductions within five years of the grant award date.

7. ☒ This project is consistent with a comprehensive, targeted program to either reduce overall mobile source emissions or reduce the use of the single occupant vehicle as included in, or consistent with adopted state, regional or local plans. The project proposed must be consistent with the policy direction of the relevant plan, listed below, even if that plan does not specifically list the proposed project:
- 
- 
- 
8. ☒ Applicant has provided information and assumptions sufficient for District staff to assess project mobile source emission reductions for ROG, NO<sub>x</sub> and PM<sub>10</sub> (including entrained dust), as well as VMT reductions over the useful life of the project.
3. ☒ Project proposal does not include any funds for preparation of application, preliminary work related to obtaining a grant, or for project administration if awarded a grant.
10. ☒ Project proposal clearly indicates all contributors to the project, and identifies secure funds as those affirmed by a formal action of a policy board with the authority to commit those funds to the project.
11. ☒ If proposal includes retrofit, engine repower or purchase of new vehicle, project engine will meet or exceed approved California Air Resource Board standards for engines and vehicle classes applicable to the midpoint year of the project's useful life.

**TIER II CRITERIA:** *Instructions: ONLY for projects previously awarded AB2766 grant funds. Check all that apply. All criteria must be met for such projects.*

1. The proposed new grant funded activity is consistent with the prior Grant Acceptance Agreement(s).
2. This grant would fund an activity or phase that is separate and distinct from all work previously funded with AB2766 grant funds.
3. ☐ Any **emissions** reductions claimed for prior grant awards for this project: will occur within five years <sup>of</sup> the date of first grant award for this project.
4. Any **emissions** or VMT reductions claimed for prior grant awards for this project are not also claimed in this request.

5. ☒ Prior AB2766 grant awards are not included in the amount of other secured funds leveraged in project **scoring**.

*Instructions for Attachment 1B.*

- Applicant prepares Attachment 1B.
- Applications must meet all Tier I criteria to be considered by the District Board.
- Only applications proposed for multi-year AB2766 grant funding must meet Tier II criteria.
- Meeting applicable criteria does not guarantee a grant award, as AB2766 grants are awarded at the sole discretion of the District Board of Directors, based on cost-effectiveness, this checklist and other criteria.

This concludes Attachment 1B

## 9. PROJECT SCORING by DISTRICT STAFF

FY 1999-2000 AB 2766 Motor Vehicle Emissions Reduction Grant Program

(For Emissions Projects Only)

Project Title COUNTY EMPLOYEE VAN POOLGrantee-Agency COUNTY OF SANTA JUE

Grant Request of \$ \_\_\_\_\_, divided by tons of: ROG \_\_\_\_\_, NO<sub>x</sub> \_\_\_\_\_, and PM<sub>10</sub> \_\_\_\_\_  
 (Total T ons), for a Grant Cost Effectiveness of \$ \_\_\_\_\_ per Ton.

	<u>Point Score</u>	Date: _____
Cost Effectiveness		
\$ 1 - \$ 2,000	50	
\$ 2,001 - \$ 3,500	30	
\$ 3,501 - \$ 10,000	20	
\$ 10,001 - \$ 15,000	15	
\$ 15,001 - \$ 20,000	8	
\$ 20,001 - Greater	0	Points _____

VMT Reduced *Annual vehicle miles of travel reduced.*

1,000,000 - O r More	10	
500,001 - 1,000,000	8	
250,001 - 500,000	6	
100,001 - 250,000	4	
50,001 - 100,000	2	
i - 50,000	0	Points _____

TCM Status *Whether the project is a Transportation  
 Control Measure (TCM) adopted in the 1997 AQMP.*

Yes, TCM # _____	20	
No	0	Points _____

Leveraging *Percent of total project funding from this  
 request (less prior AB2766 funding):*

Up to - 10%	20	
11% - 20%	15	
21% - 35%	8	
36% - 50%	2	
Over - 50%	0	Points _____

Total Score:

## 9. PROJECT SCORING by DISTRICT STAFF

FY 1999-2000 AB 2766 Motor Vehicle Emissions Reduction Grant Program

(For Emissions Projects Only)

Project Title COUNTY EMPLOYEE VAN POOLGrantee Agency COUNTY OF SANTA CRUZGrant Request of \$ \_\_\_\_\_, divided by tons of: ROG \_\_\_\_\_ NO<sub>x</sub> \_\_\_\_\_, and PM<sub>10</sub> \_\_\_\_\_  
(Total Tons), for a Grant Cost Effectiveness of \$ \_\_\_\_\_ per Ton.

			<u>Point Score</u>	Date: _____
Cost Effectiveness				
\$ 1	-	\$ 2,000	50	
3 2,001	-	\$ 3,500	30	
\$ 3,501	-	\$ 10,000	20	
\$10,001	-	\$ 15,000	16	
\$15,001	-	520,000	8	
\$20,001	-	Greater	0	Points _____

VMT Reduced *Annual vehicle miles of travel reduced.*

1,000,000	- Or More	10	
500,001	- 1,000,000	8	
250,001	- 560,000	6	
100,001	- 250,000	4	
50,001	- 100,000	2	
1	- 50,000	0	Points _____

TCM Status *Whether the project is a Transportation**Control Measure (TCM) adopted in the 1997 AQMP.*

Yes, TCM # _____	20	
No	0	Points _____

Leveraging *Percent of total project funding from this request (less prior AB2766 funding):*

Up to	- 10%	20	
11%	- 20 %	15	
21%	- 35%	8	
36%	- 50%	2	
Over	- 50%	0	Points _____

Total Score: