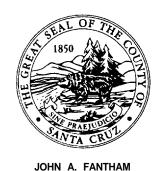
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D RECTOR OF PUBLIC WORKS

County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 95060 (831) 454-2160 FAX (831) 454-2385 TDD (831) 454-2123

AGENDA: JUNE 20, 2000

June 8, 2000

SANTA CRUZ COUNTY BOARD OF SUPERVISORS 701 Ocean Street Santa Cruz, California 95060

SUBJECT: AIR DISTRICT GRANT RENEWAL

Members of the Board:

On May 28, 1999, Public Works applied to the Monterey Bay Unified Air Pollution Control District (MBUAPCD) for project funding under the AB2766 Motor Vehicle Emissions Reduction Grant Program. Our application for a Bike Commute Demonstration Project was successful, and on January 11, 2000, your Board approved a Grant Acceptance Agreement with the MBUAPCD and an independent contractor agreement with the local non-profit Growing Cycles to carry out the project.

The goal of the Bike Commute Demonstration Project is to improve air quality by providing access to bicycles, safety equipment, and affordable repairs to low-income adult residents of Santa Cruz County entering or returning to the labor market. The focus is on individuals who are participating in a welfare-to-work program. Repair classes and maintenance workshops are scheduled to provide low-income residents with the assurance that they can continue getting to work by bicycle. This project will provide for a significant waste diversion effect through recycling of bicycles and emphasizing reuse and repair in the instructional workshops.

This project, now successfully underway in northern Santa Cruz County, was originally envisioned as a two-year project, with the second phase to expand the same benefits to south county.

On May 30, 2000, Public Works submitted a preliminary application package to the MBUAPCD for Phase II (copy attached) of the Bike Commute Demonstration Project, contingent on your Board's approval. Growing Cycles would be maintained as the main contractor to implement the program. Grant funding requested is \$60,000.

Page -2-

0308

It is therefore recommended that the Board of Supervisors approve the submission of an application for the AI32766 Motor Vehicle Emissions Reduction Grant Program to the Monterey Bay Unified Air Pollution Control District in the amount of \$60,000 and direct Public Works to complete the application process.

Yours truly,

JOHN A. FANTHAM Director of Public Works

JS:mg

Attachment

RECOMMENDED FOR APPROVAL:

County Administrative Officer

copy to: Public Works

0309



County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 950604070 (831) 454-2160 FAX (831) 454-2385 TDD (831) 454-2123

May 31, 2000

DOUGLAS QUETIN, DISTRICT AIR POLLUTION CONTROL OFFICER MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT 24580 Silver Cloud Court Monterey, CA 93940

SUBJECT: AB2766 EMISSION REDUCTION GRANT PROGRAM APPLICATION

Dear Mr. Quetin:

Santa Cruz County Public Works Department is pleased to submit the attached application for the fiscal year 2000/2001 cycle of the Emission Reduction Grant Program authorized by Assembly Bill 2766 of 1990.

This application is for Phase II of our Bike Commute Demonstration Project, which is now underway to extend its benefits to southern Santa Cruz County.

We are also submitting this application to our Board of Supervisors for their endorsement of our continued participation in the application process.

Yours truly,

JOHN A. FANTHAM

Director of Public Works

IS:bbs

Attachment

EMISB

ATTACHMENT 1 - PROJECT DESCRIPTION

FY 2000-2001 AB 2766 Motor Vehicle Emission Reduction Grant Program See instructions below

Α.	Public agency applic	cant:	inty of	Santal	xuz Deot.a	st Publi
	Implementing entity,			CYCLES		. work
		Project Cost:		3,900		
C.	0	J	Request: \$ 6	7	ىد)	עדא נטעט דץ)
D.	Project Title: Bil				. / \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
	Project Schedule:	1	End	Date: \2 6 \		-
	Activities: [List each				ioctl	
г.	Activities, [List each	i distilict acti	vity needed to	implement pro	Jeci j	
	عملک : Activity #1	+ 0x2648	m setus	1 Bihe (ollection	
	Activity #2: Recycl					: .Fiu.u
	Activity #3: Comv					
	Activity #4: Out	. ,	A D. 51	FALO (3+)	on: lommatly	4 Traile
	Activity #4. Occi	16601 47	USE -P	precycling.		3/
Table 1	F. AB2766 Budget			, ,	Quarter	
Table	r. AD2100 Duuget		[Chac	k type of Period]:	Semester	
			Clicc	k type of Teriouj.	Year	
	1st Period	2nd Period	3rd Period	4th Period		
Activity	,	s 6/0 I	Ends <u>9/01</u>	Ends (201	Project Total	
1101111) II	- 			3	
1.	\$ 16,000	\$ 8 000	\$ 3.000	\$ 2,000	\$ 23,000	
2.	59000	\$ 8,000	\$ 4,000	\$ 3,000	\$ 24,000	
3.	\$ (000	\$ 2,000	\$ 7,000	\$ 2,000	\$ 7,000	
4.	\$ (000	\$ 7,000	\$ 2,000	\$ 1.000	6,000	
TOTA	L \$ 2/.000	\$ 76,000	\$ 11,000	\$ 8,000	\$60,000	

[NOTE: Show ONLY AB2766 grant funds in Table F. Total must equal AB2766 request in §C].

Table G. Total Project Budget:

	<u>This</u>		<u>Other</u>	
	<u>AB2766</u>		<u>Unsecured</u>	Total Project
	Grant Reauest	Secured Funds	Funds	Funding. all Sources
Equipment	\$ 4,000	\$ 8	\$	5 4,000
Other capital	\$ 8	\$ 0	\$ 8	<u>\$</u>
Personnel	\$ 42,000	\$ 18,000	\$4,000	\$ 64,000
Other operating	\$ 14,000	\$ &	\$ 7 700	<u>s 21, 700</u>
Grant Administration	<u>\$XXXXXX</u>	\$ 3,000	\$ 1,200	<u>s 4.200</u>
Total Project	\$60,000	\$21,000	\$12,900	\$ 93,900

[NOTE: Show funding for all project costs in Table G . Total of all funding sources must equal Total Project Cost amount in $\S C$.]

н.	Status of funding sources other than this AB2766 grant request		atus Codes below. ox for each source : s u P
1. 2. 3. 4. 5.	County of SoutoCruz-WASTERS City of Watsonville SCRTC+ LOCAL FOLLUDATIONS	SOOO South Sooo Sooo	d within FY 2000-2001
I. M	Ionitoring Program:		
	Grantee will collect and report to the surements at the frequencies shown. Any are listed in Attachment 2. <u>Data Collection Method</u> (E.g.: survey receipt) and annual survey of bike receipt.	special conditions for collectors, counts, other): Initial (2^{nd})	nonth after bike
	collected from all bike recipients in A		Mathad
2.	Unit of measure 1 .Number of bikes distributed 2.Length and freq. of bike trips 3.Number of workshop participants 4.Recipient travel data	Freauency continuous, report annually at 2 nd month, then annual continuous, report annually annual survey	Method y count census count survey
J.	Grantee Contacts: Program or Project Manager Name: Je Ff ver Swed Deva Telephone: 831 - 454 - 2373 Fax: 831 - 454 - 2385	Requests for Reimbu Name: Lew Telephone: (831) Fax: (831) 454	Drever Fiscal Officer 454-2399

AB2766 [Prior + Request] / Total Tons

K. Emissions and Cost Effectiveness Calculations:					
	[Leave Section K entries blank. They are calculated by District staff]:				
1.	Useful Life of Project:Years				
2.	Prior AB2766 Award: \$				
<i>2</i> .	This AB2766 Request: \$				
<i>3</i> .	Total Tons over Useful Life: Total Tons, NOx, ROG and PM,,				

Instructions for Attachment 1:

- **E. Project Schedule:** Start date is when Grant Acceptance Agreement is signed by both Grantee and APCO. Project End date is December 31, 2002 or two years after start date, whichever is sooner unless an extension is approved by the District Board.
- **F. Activities:** Briefly describe all distinct grant-funded activities or phases of the proposed project.
 - **Table F. AB2766 Budget.** First, define up to four periods of project implementation. Check whether time periods are quarters, semesters or years. If annual, end June 30th. The first period should include the project start date and the last period should include the end date. Next, enter the expected grant funded project costs for each activity by period. Project total must be the same as the requested AB2766 g-rant amount shown in §C.
- G. Total Project Budget: For the budget categories shown, distribute the requested AB2766 grant; other secured funding, and funding not yet secured that will be needed to implement the project. The first column total equals the grant request amount shown in §C and the project total column should be-the sum of the other columns. Grant administration costs may not be reimbursed from the AB2766 grant.

Securedfunds are those in an approved budget or program, or are reasonably likely to be so by September 30, 2000. Leveraging points are scored for applications based on the ratio of grant request to secured funds.

Other Unsecured funds include funds being sought through a competitive process; that may or may not be budgeted or programmed by a governing body; or are from some yet-to-be-determined source. Leveraging points are not scored for such unsecured funds. Grants may be awarded before all funding has been secured, but an AB2766 grant agreement cannot be signed by the District until all the unsecured funds necessary to implement the proposed project have been secured. Grant agreements must be signed by February 29, 2000.

4.

Cost-effectiveness:

- H. Status of Other Funding Sources: Indicate the source and amount of all funding except the current AB2766 grant request here. Check whether each funding source is secured (S), unsecured (U) or from a prior AB2766 grant (P), using the definitions above.
- I. Monitoring Program: If request is for an emission-reducing project, enter the kind, type and frequency of travel monitoring to be conducted grant is awarded. (See enclosed AB2766 Travel Activity Data Requirements for data needed for each type of proposed project, or call District staff). Monitoring is not required for infrastructure, demonstration or education projects.
- **J. Contact Person:** Enter contact information for both management and reimbursement, if different.
- **K. Emissions and Cost-effectiveness Calculations:** For emission reducing projects, proposed project data are provided by the 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



Budget Detail Bike Commute Demonstration Project Phase II

	m	onthly	annual	other	sources	total requested
Personnel	position 1(0.3 FTE of 45,000 annual compenswation inclusive position 2(0.8 FTE of 33,750 annual compensation inclusive				22,000	42.000
	adult trainee youth trainees		18,000 4,000		18,000	
Equipment	shop ofifce		4,000 3,500 500			4,000
Supplies	repair outreach/education commute equipment demonstration bikes & trailers		7,500 4000 1500 1500 500			7,500
Overhead	rent phone insurance Workman's Comp	800 100 100	14200 9600 1200 1200 2200		7700 4800 1200 600 1160	<u>6500</u>
Admin(7%)			4200		4200	<u>0</u>
Total PROJE(TOTAL other Total Reques	sources		93,900		33,900	<u>60.000</u>

IN-KIND (NON- CASH) SUPPORT

	BIKES TOOLS PARTS PAPER & Office supplies Computers	500 500 500 500	
TOTAL		12000	



Attachment 1A- PROJECT NARRATIVE FY 2000-2001 AB2766 Motor Vehicle Emissions Reduction Grant Program

Project Title: <u>Bike Commute Demonstration Project Phase II</u>
Grantee Agency: <u>Department of Public Works of Santa Cruz County</u>

The Department of Public Works, in Collaboration with Growing Cycles (a California Corporation), proposes to implement phase II of its bike distribution and safety education program for adults. This project which the air district is providing funds for the first year of operations is a great success. The project is designed as a two year project as stated in our original funding request. Most of our work in South County will occur in the second year of the project. Phase II of the Bike Commute Demonstration Project will distribute 150 bicycles and safety equipment to adult low income residents in Santa Cruz County. Participants will be asked to commit to use to using the bikes go to work and access job training. The focus will be on individuals that are at or are approaching a decision point regarding transportation, and participating in a welfare to work program or whose employment will be in jeopardy with out reliable low cost transportation. In addition, repair classes & maintenance workshops will be provided to 300 low income residents to ensure that these individuals can continue getting to work by bicycle.

Participants will include low-income adults who are participating in the CalWORKs welfare-to-work program, or who left CalWORKs with in 12 months after finding a job. In a recent Transportation survey of CalWORKs participants in Santa Cruz County, 38% would prefer to use bikes as alternatives to automobile as their primary means of transportation to work.

The Goal is to improve air quality by providing access to bicycles, safety equipment and affordable repairs to low-income individuals entering or returning to the labor market who would other wise be driving up to 7 miles to and, from work. It is estimated that the project will directly eliminate 23,400 short distance stop and go car trips to grocery stores and self service laundries. In addition air quality will be maintained be keeping bikes that are currently used for regular transportation to and from work in good working order. The project will divert surplus bicycles from the waste-stream. We will educate program participants and the public in bicycle maintenance. And we will encourage the selection of quality repairable bicycles to increase the usable life of bicycles used for commuting. This project should be replicable in other locations.

Objectives will include: 1) Recycling 150 bikes to low income job seekers or workers; 2) educating 300 low-income residents on safe bicycle use, repair, maintenance and selection for quality and reparability and durability; 3) distributing safety equipment to 300 low income bike commuters; 4) reducing car trips to and from work and errands; and 5) establishing a permanent facility for low cost bike repairs in Watsonville or the vicinity.

Funds will be used to repair used bicycles for redistribution, and teach bike repair skills and bike commuting safety skills. The teaching will be used to educate the public and program participants about the importance of bicycle maintenance and selection of quality repairable bikes to insure maximum commuting satisfaction, minimize frustration and insure a long lifetime for an individual bike. Funds will also be used to provide essential bicycle commute and safety gear(bicycles, helmets: locks, raingear, lights, cargo trailers, air pumps) as well as partial staffing, rent, utilities, bike tools: bike parts, and supplies. Growing Cycles will work closely

with local agencies (Santa Cruz Regional Transportation Commission [SCCTRC], local municipalities, etc.) to collect abandoned bicycles and to refer participants to other commuter resources.

A local cash match will be provided by Growing Cycles including \$18,000 from the Welfare to Work program for a .8 FTE work experience position and \$3000 from local events and fundraising by Growing Cycles. An additional \$13,900 in funding will be requested from the following sources: City of Watsonville, County Waste Reduction Grants Program, local foundations, SCCRTC, and revenue from Growing Cycle's local service contracts.

Project Phases

Quarter One: Finalize any needed agreements for a South County work-site. Hire staff. Tools, shop equipment, supplies and parts will be orders. Used bikes will be collected and repaired. An opening event for the South county program will be scheduled and announced.

Quarter Two: Opening event for South County program will be held. Publicity materials for repair and commute workshops will be developed and distributed. Publicity will be distributed to CalWORKs

participants in mid and South County. Summer staff will be hired. Summer workshops will be held. 50 Bikes and safety equipment will be distributed. Evaluation of results will begin.

Quarter Three: More bikes will be collected and repaired. 50 bikes and safety equipment will be distributed. Bike commute and repair and maintenance workshops will be held. Evaluation of results will continue.

Quarter Four: More bikes will be collected and repaired and 50 bikes and safety equipment will be distributed. Bike Commute and maintenance workshops will be held. Evaluation of the Project will conclude at the end of this quarter.

Ongoing Operations: Through a combination of public funds, foundation funding , service fees, service enterprises and donations, the program will continue to be supported indefinitely.

Monitoring

Follow-up Transportation survey- The Human Resources Agency conducted a transportation survey in the past. We will assist in designing a follow-up survey and compare the results with the earlier survey, especially for the geographic areas in which we are focusing. The past survey covered transportation needs, habits and preferences. The follow-up survey will include questions matched to the original for comparison and will ask for more detail regarding bike use.

Repair Logs- When program participants repair and maintenance or bike commute and safety workshops at our facility or facilities throughout the county will be recorded. Participants will also be given the opportunity to till out a feedback form to indicate whether they learned what they needed at the workshop and indicate what they would like to see offered in the future.

Participant intake form- All participants receiving bikes will fill out an application indicating their commute length or expected commute length and how much of it they will travel by bike and how often. This same information will be collected from a sample of participants making repairs at out workshop.

Budget Justification

Our experience with the first year of this program will lead to increased efficiency and some lower costs. Additionally we will not have to duplicate much of the work in phase I. We will not need to create a collection and storage system from scratch; we will simply extend the existing organizational infrastructure to include South County. As a result, our budget for this phase of the project is \$17,000 less. Our saving will be offset by the following added costs: increased staffing while we build up and train a volunteer base in South County; staff costs to replace Hire-A-Youth positions that are no longer available; and a share of the costs of establishing and equipping a repair facility in South County.

Project Sponsors

The Department of Public Works of Santa Cruz County (DPW) is-the fiscal sponsor. The Human Resources Agency is a collaborative partner in this project. As a department of Santa Cruz County, I-IRA operates all of the employment and training programs of the County, including Cal WORKs, the Job Training Partnership Act program (JTPA), and the One-Stop Career Centers in Santa Cruz, Capitola, and Watsonville. Some of the activities outlined in this proposal will be made available at the One-Stop Career Center System. DPW plans to continue to contract with Growing Cycles (a California Corporation) for the operation of the Bike Commute Demonstration Project Phase II.

Over the next year we will be building a relationship with the Parks & Recreation Department of the City of Watsonville and request financial support from the Watsonville City Council.

Contractor Profile

Growing Cycles received Transportation Excellence Awards in both 1996 and 1998 for the Santa Cruz county Regional Transportation Commission (SCCRTC).

Growing Cycles offers the following resources to ensure the success of this program: a core group of active volunteers; experienced professional staff including bilingual staff; a mobile bike repair workshop; equipment and capacity to establish a permanent repair space in south county; a warehouse facility that can serve both North and South County; and an established bike collection program which will be extended to South County.

Growing Cycles works with teams of 3 to 6 youth workers recycling bicycles and providing bike safety training. Under the direction of Harry Baker, Program Director, volunteers, paid supervisors, and teen workers carry out and apprentice in all components of a bike collection, reuse and education program.

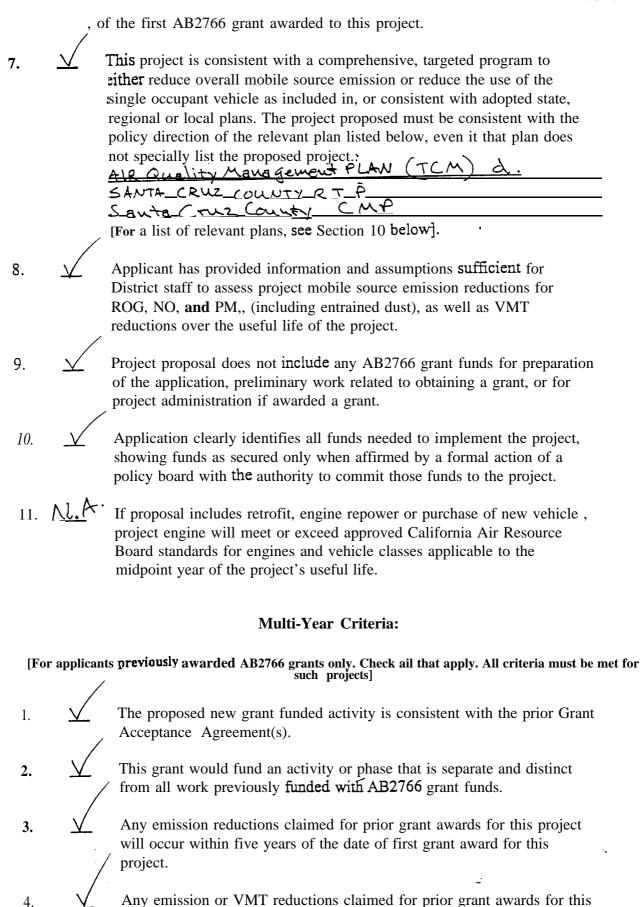
ATTACHMENT 1B - PROGRAM CRITERIA CHECKLIST

FY 2000-2001 AB 2766 Motor Vehicle Emission Reduction Grant Program (South Courty) Project Title Kine Commute Demonstration Praject - PHASE Grantee Agency Country of Sauta Cruz PROJECT TYPE: [For all applicants. Must check one or more. If A is checked, do not check B, C or D.] A. EMISSION REDUCING PROJECT - Quantifiable mobile source emission reductions will occur within five years as a result of this project. B. DEMONSTRATION PROJECT - Testing or demonstration of facilities, equipment, methods and/or procedures that could lead to motor vehicle emission reductions. C. EDUCATION PROJECT - Education, public information and policy or regulatory projects. D. INFRASTRUCTURE PROJECT - Infrastructure facilities, equipment and/ or services which will enable emission reductions. **Required Criteria:** [For all applicants. AU must be met to be eligible] 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 in complete, in a format acceptable to the District and has been submitted during the application period. Application requests no more than \$200,000 in AB2766 funds in this 4. grant year, or if a bicycle path project — not more than \$100,000 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).

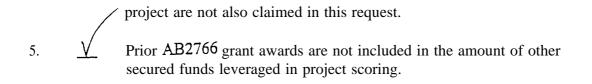
6.

The project proposal indicates that the project will be operational and/or

providing emissions reductions within five years of the grant award date ج بدأ إيدا ويدران أحدثك للعظمين ويوسعناهم المعاجات



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Instructions for Attachment 1B:

Applicant prepares Attachment 1B. All applicants must meet all Required criteria to be considered by the District Board. Only applicants previously awarded AB2766 grants need to meet Multi-Year 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. For emission-reducing projects, awards will generally be based on cost-effectiveness and point scoring as described in the next section.

This concludes Attachment 1B