

# Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: June 24, 2020

From: MITCH WEISS, Executive Director

Reference Number: 4.31, Action

Prepared By: Anja Aulenbacher  
Assistant Deputy Director

Published Date: June 12, 2020

Subject: Approval of the Local Partnership Program Baseline Agreement for the Purchase Zero Emission Buses- Phase 2 project, Resolution LPP-P-1920-10B

## **Recommendation:**

Staff recommends the California Transportation Commission (Commission) approve the following Local Partnership Competitive Program Project Baseline Agreement and establish this agreement as the basis for project delivery and monitoring:

County	Implementing Agency	Project Title (with embedded link to agreement)
Alameda and Contra Costa	Alameda-Contra Costa Transit District	Purchase Zero Emission Buses- Phase 2

## **Issue:**

The Alameda-Contra Costa Transit District requests that the California Transportation Commission (Commission) consider approval of Local Partnership Program Project Baseline Agreement for the Purchase Zero Emission Buses- Phase 2 project in Alameda and Contra Costa Counties submitted in accordance with the Commission's Senate Bill (SB) 1 Accountability and Transparency Guidelines. In addition, it is requested that the Commission establish this baseline agreement as the basis for project delivery and monitoring.

Commission staff has reviewed the Project Baseline Agreement for this project and determined that the expected benefits, delivery schedule, cost and funding plan is consistent with the project which the Commission approved at the time of programming.

## **Background:**

The Commission adopted the SB 1 Accountability and Transparency Guidelines at its March 21, 2018 meeting and directed agencies to provide executed Baseline Agreements that set forth the agreed upon expected benefits, delivery schedule, project cost and funding plan.

The Baseline Agreement provides a benchmark for comparison to the current status of a project for subsequent reporting purposes. The Baseline Agreement must be signed by the Director of the California Department of Transportation (Caltrans), the appropriate Caltrans District Director, the Commission's Executive Director, the project applicant, and the implementing agency.