



**ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
(ACTAC)
MEETING NOTICE**

Tuesday, February 5, 2013, 1:30 P.M.
1333 Broadway, Suite 300,
Oakland, California 94612
(see map on last page of agenda)

Chairperson:	Art Dao
Staff Liaison:	Matt Todd
Secretary:	Angie Ayers-Smith

AGENDA

*Copies of Individual Agenda Items are Available on the:
Alameda CTC Website -- www.AlamedaCTC.org*

1 INTRODUCTIONS / ROLL CALL

2 PUBLIC COMMENT

Members of the public may address the Committee during “Public Comment” on any item not on the agenda. Public comment on an agenda item will be heard when that item is before the Committee. Anyone wishing to comment should make his or her desire known to the Chair.

3 CONSENT CALENDAR

- | | |
|---|----------|
| 3A. Approval of Minutes of January 8, 2013 – Page 1 | A |
| 3B. Funding Opportunity – Natural Gas Fueling Infrastructure – Page 5 | I |
| 3C. Funding Opportunity – Caltrans’ Transportation Planning Grant Program – Page 7 | I |

4 ACTION ITEMS

- | | |
|---|----------|
| 4A. Approval of State Transportation Improvement (STIP) Program At Risk Report – Page 9 | A |
| 4B. Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report – Page 17 | A |
| 4C. Approval of Transportation Fund for Clean Air (TFCA) Program At Risk Report – Page 31 | A |
| 4D. Approval of Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines, Consistent with the Air District’s FY 2013/14 TFCA Policies – Page 37 | A |
| 4E. Approval of Transportation for Clean Air (TFCA) FY 2013/14 Expenditure Plan Application – Page 57 | A |
| 4F. Approval to Release the Draft Priority Development Area Investment and Growth Strategy for Review and Comment – Page 63 | A |

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- | | |
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| 4G. Approval of Sustainable Communities Technical Assistance Program (SC-TAP) Program Guidelines and Budget – Page 65 | A |
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5 NON ACTION ITEMS

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| 5A. One Bay Area Grant (OBAG) Program Update* | I |
| 5B. Metropolitan Transportation Commission Complete Streets Checklist * | I |
| 5C. California Transportation Commission (CTC) January 2013 Meeting Summary – Page 75 | I |
| 5D. Federal Inactive List of Projects: December 2012 Quarterly Review – Page 79 | I |
| 5E. Caltrans' Proposed Adjustments to Local Urbanized Area Boundaries – Page 85 | I |
| 5F. Local Streets and Roads Working Group (LSRWG) Update – Page 123 | I |

6 LEGISLATIVE PROGRAM UPDATE

- | | |
|---------------------------------|----------|
| 6A. Legislative Program Update* | I |
|---------------------------------|----------|

7 STAFF AND COMMITTEE MEMBER REPORTS**8 ADJOURNMENT AND NEXT MEETING: March 5, 2013**

Key: A- Action Item; I – Information Item; *Material will be provided at meeting.
(#) All items on the agenda are subject to action and/or change by the Committee.

PLEASE DO NOT WEAR SCENTED PRODUCTS SO INDIVIDUALS WITH ENVIRONMENTAL SENSITIVITIES MAY ATTEND

*Alameda County Transportation Commission
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(510) 208-7400
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www.alamedactc.org*



Alameda County Technical Advisory Committee (ACTAC)

Fiscal Year 2012/13

Member Agencies

City of Alameda
City of Albany
City of Berkeley
City of Dublin
City of Emeryville
City of Fremont
City of Hayward
City of Livermore
City of Newark
City of Oakland
City of Piedmont
City of Pleasanton
City of San Leandro
City of Union City
County of Alameda
AC Transit
BART

Other Agencies

Chair, ACTC
ABAG
ACE
BAAQMD
Caltrans
CHP
LAVTA
MTC
Union City Transit
WETA

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Glossary of Acronyms

ABAG	Association of Bay Area Governments	MTC	Metropolitan Transportation Commission
ACCMA	Alameda County Congestion Management Agency	MTS	Metropolitan Transportation System
ACE	Altamont Commuter Express	NEPA	National Environmental Policy Act
ACTA	Alameda County Transportation Authority (1986 Measure B authority)	NOP	Notice of Preparation
ACTAC	Alameda County Technical Advisory Committee	PCI	Pavement Condition Index
ACTC	Alameda County Transportation Commission	PSR	Project Study Report
ACTIA	Alameda County Transportation Improvement Authority (2000 Measure B authority)	RM 2	Regional Measure 2 (Bridge toll)
ADA	Americans with Disabilities Act	RTIP	Regional Transportation Improvement Program
BAAQMD	Bay Area Air Quality Management District	RTP	Regional Transportation Plan (MTC's Transportation 2035)
BART	Bay Area Rapid Transit District	SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act
BRT	Bus Rapid Transit	SCS	Sustainable Community Strategy
Caltrans	California Department of Transportation	SR	State Route
CEQA	California Environmental Quality Act	SRS	Safe Routes to Schools
CIP	Capital Investment Program	STA	State Transit Assistance
CMAQ	Federal Congestion Mitigation and Air Quality	STIP	State Transportation Improvement Program
CMP	Congestion Management Program	STP	Federal Surface Transportation Program
CTC	California Transportation Commission	TCM	Transportation Control Measures
CWTP	Countywide Transportation Plan	TCRP	Transportation Congestion Relief Program
EIR	Environmental Impact Report	TDA	Transportation Development Act
FHWA	Federal Highway Administration	TDM	Travel-Demand Management
FTA	Federal Transit Administration	TEP	Transportation Expenditure Plan
GHG	Greenhouse Gas	TFCA	Transportation Fund for Clean Air
HOT	High occupancy toll	TIP	Federal Transportation Improvement Program
HOV	High occupancy vehicle	TLC	Transportation for Livable Communities
ITIP	State Interregional Transportation Improvement Program	TMP	Traffic Management Plan
LATIP	Local Area Transportation Improvement Program	TMS	Transportation Management System
LAVTA	Livermore-Amador Valley Transportation Authority	TOD	Transit-Oriented Development
LOS	Level of service	TOS	Transportation Operations Systems
		TVTC	Tri Valley Transportation Committee
		VHD	Vehicle Hours of Delay
		VMT	Vehicle miles traveled



**Directions to the Offices of the
Alameda County Transportation
Commission:**

**1333 Broadway, Suite 220
Oakland, CA 94612**

***Public Transportation
Access:***

BART: City Center / 12th Street Station

AC Transit:

Lines 1,1R, 11, 12, 13, 14,
15, 18, 40, 51, 63, 72, 72M,
72R, 314, 800, 801, 802,
805, 840

Auto Access:

- Traveling South: Take 11th Street exit from I-980 to 11th Street
- Traveling North: Take 11th Street/Convention Center Exit from I-980 to 11th Street
- Parking:
City Center Garage –
Underground Parking,
(Parking entrances located on
11th or 14th Street)

**Alameda County
Transportation Commission
1333 Broadway, Suite 220
Oakland, CA 94612**





ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
Minutes of January 8, 2013

1 INTRODUCTIONS

2 PUBLIC COMMENT

3 CONSENT CALENDAR

3A Minutes of November 6, 2012

A motion was made by Frascinella (Hayward) to approve the consent calendar.
Ruark (Union City) made a second. The motion passed unanimously.

4 OBAG ITEMS

None

5 ACTION ITEMS

5A State Transportation Improvement (STIP) Program Timely Use of Funds Monitoring Report

James O'Brien of Advance Project Delivery requested ACTAC to review the project specific information included in the STIP Timely Use of Funds Report, dated January 31, 2013. This item was presented for information only.

5B Federal Surface Transportation/Congestions Mitigation Air Quality (STP/CMAQ) Program Timely Use of Funds Monitoring Reports

James O'Brien of Advance Project Delivery requested ACTAC to review the project specific information included in the Federal STP/CMAQ Program Timely Use of Funds Report, dated January 31, 2013. This item was presented for information only.

5C Transportation Fund for Clean Air (TFCA) Program Timely Use of Funds Monitoring Report

Taylor requested ACTAC to review the project specific information included in the TFCA Timely Used of Funds report, dated January 31, 2013. This item was presented for information only.

5D One Bay Area Grant (OBAG) Program Update

Todd and Vuicich provided ACTAC with an update on the One Bay Area Grant Program. Vuicich informed ACTAC that in December 2012, the Commission adopted a revised PDA readiness classification that used lower development activity thresholds than what had been presented at the November ACTAC meeting. Todd informed ACTAC that the OBAG Programming Guideline elements were approved by the Commission at their October meeting which the action included that additional fund sources allocated by the ACTC be programmed in coordination with the OBAG process, with a focus on the PDA Supportive Transportation Investment and Safe Routes to School categories. Todd also informed that the final OBAG selection and scoring criteria was approved by the Commission in December 2012. ACTAC was informed that MTC has requested

that ACTC provide an OBAG program recommendation by June 30, 2013. This item was presented for information only.

5E Metropolitan Transportation Commission Complete Streets Checklist

Todd informed ACTAC that at the February ACTAC meeting, staff will invite MTC to walk us through the web-based Complete Streets checklist. Todd also informed ACTAC that although an extension until June 30, 2013 was obtained from MTC for the Complete Streets Resolution Requirement, jurisdictions applying for OBAG funds would need to submit their Complete Streets Resolution to the Alameda CTC by April 1, 2013. This item was presented for information only.

5F California Transportation Commission (CTC) December 2012 Meeting Summary

Vivek Bhat informed ACTAC that The CTC met on December 5th, 2012 in Riverside. Bhat stated that there were nine agenda items of significance pertaining to Projects and Programs within Alameda County that were considered at the CTC meeting. This item was presented for information only.

5G Transportation Fund for Clean Air (TFCA) Draft FY 2013/14 Fund Estimate and Schedule

Jacki Taylor requested ACTAC to review the draft fund estimate for the fiscal year 2013/14 TFCA program. Taylor informed ACTAC that the FY 2013/14 call for projects is scheduled to be released in late February and the final fund estimate will be released at that time. This item was presented for information only.

5H 2013 Countywide Travel Demand Model Update Scope of Work

Saravana Suthanthira provided ACTAC with an update on the 2013 Countywide Travel Demand Model Update Scope of work. Suthanthira informed ACTAC that ABAG is in the process of finalizing the updated land use and socioeconomic database called the Sustainable Communities Strategy (SCS), which is scheduled to be adopted by MTC and ABAG in June 2013. Suthanthira also stated that the ACTC is looking to VTA's modeling team to update the model in view of the potential benefits and interagency information sharing, partnership on projects and cost efficiencies and seeking input on the draft scope of work for the model update. Dave Campbell of the East Bay Bicycle Coalition made a public comment on this item. He appreciated the efforts to improve the model sensitivity for bicycle and walk trips. He added that the ability of the model to reasonably assess bikeway related project impacts in the future should also be improved. Staff responded that model forecasts traffic volume by mode on a network and will attempt to include the bicycle network and assign bicycle trips to them as part of this update. Bikeway impacts should be separately addressed at the individual project level, outside the model.

5I 2012 Level of Service (LOS) Monitoring Study Results

Saravana Suthanthira provided ACTAC with the results of the 2012 Level of Service (LOS) Monitoring Study. Suthanthira reported that travel time was collected during the Spring of 2012 and based on the data collected the deficiency determinations were made on the CMP segments that were found to perform at LOS F and no new deficiencies were identified. This item was presented for information only.

5J Local Streets and Roads Working Group (LSRWG) Update
No Meeting held in December 2012

6 NON ACTION ITEMS

6A Legislative Program Update

Tess Lengyel provided ACTAC with an update on federal, state and local legislative activities including the fiscal cliff outcomes, new federal and state members and their committee appointments, the state budget, recommended positions on state bills and an update on local legislative activities. This item was presented for information only.

7 STAFF AND COMMITTEE MEMBER REPORTS

Art Dao informed the ACTAC committee that the ACTAC Secretary, Claudia Leyva resigned from the Alameda CTC and wished her the best of luck with her future endeavors.

8 ADJOURNMENT AND NEXT MEETING:

Meeting adjourned at 2:50 p.m.

NEXT MEETING: Tuesday, February 5, 2013 @ 1:30pm

Location: Alameda CTC Offices, 1333 Broadway, Suite 300,
Oakland, CA 94612.

Attest by:

Claudia D. Leyva, Secretary

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Memorandum

DATE: January 23, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Jacki Taylor, Program Analyst

SUBJECT: Funding Opportunity for Natural Gas Fueling Infrastructure

Information

The following information was also provided to ACTAC members January 11, 2013 via email.

In November 2012 the California Energy Commission (CEC) released a competitive grant solicitation for natural gas fueling infrastructure projects. The application deadline is February 7, 2013. The types of projects the CEC will be considering for funding are:

- Publicly accessible retail compressed natural gas (CNG), liquefied natural gas (LNG), or liquefied and compressed natural gas (L/CNG) fueling stations that support at least one of the following: local and regional goods movement along major transportation corridors; fleet operations; light-duty vehicle use.
- New fueling infrastructure or upgrade to existing infrastructure that supports an existing natural gas vehicle fleet used for local and regional goods movement or other fleet operations.
- New fueling infrastructure or upgrade to existing infrastructure for California public and private school fleets. The Application must document that there will be school vehicles to use the fueling infrastructure.

Proposals must be received at the CEC by February 7, 2013 at 3 pm. Details regarding this solicitation (CEC Program Opportunity Notice PON-12-605) can be found at:

http://www.energy.ca.gov/contracts/PON-12-605/00-Application_Manual_PON-12-605.pdf

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CALIFORNIA DEPARTMENT OF
TRANSPORTATION

[Caltrans](#) → [Transportation Planning](#) → **Transportation Planning Grant Program**

Transportation Planning Grant Program

The California Department of Transportation (Caltrans), Division of Transportation Planning is now accepting applications for the Transportation Planning Grant Program. The Division will award approximately \$9 million in funding through six Grant Programs for Fiscal Year 2013-14. These programs provide monetary assistance for transportation planning projects to improve mobility and lead to the programming or implementation phase for a community or region.

Applications are due via email by 5:00pm, Tuesday, April 2, 2013

Hard copies will not be accepted. See Grant Guide for instructions.

[Grant Application Guide](#)

[Application](#)

[Scope of Work Checklist & Template](#)

[Project Timeline Template, Sample & Checklist](#)

[Third Party In-Kind Valuation Plan Template, Sample & Checklist](#)

Use the latest version of [Adobe Acrobat Reader®](#)
to complete the application.

Caltrans' district staff is a valuable resource and will be available during the application process to answer questions and help interested groups complete their applications. Applicants are strongly encouraged to contact their Caltrans' District grant coordinators prior to submitting an application.

[District Contacts](#)

Grant Programs

Caltrans offers six different transportation planning grant programs:

- Community-Based Transportation Planning
- Environmental Justice
- Partnership Planning
- Statewide or Urban Transit Planning Studies
- Rural or Small Urban Transit Planning Studies
- Transit Planning Student Internships

More information about each grant program's purpose and goal, eligibility, and grant funding cap can be found in the Grant Application Guide.

Program Related Websites

Additional information can be found at the following websites:

Office of Community Planning:

- >> Environmental Justice Transportation Planning Grants
- >> Community-Based Transportation Planning Grants

Office of Regional and Interagency Planning:

- >> Partnership Planning
- >> Statewide or Urban Transit Planning Studies
- >> Rural or Small Urban Transit Planning Studies
- >> Transit Planning Student Internships

Grants Awards Archives

- >> [Fiscal Years 2000/01 through 2011/12](#)

Contact Us

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Memorandum

DATE: January 25, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
James O'Brien, Project Controls Team

SUBJECT: **Approval of State Transportation Improvement Program (STIP) At Risk Report**

Recommendation

It is recommended the Commission approve the attached STIP At Risk Report, dated January 31, 2013.

Summary

The Report includes a total of 37 STIP projects being monitored for compliance with the STIP "Timely Use of Funds" provisions. Red zone projects are considered at a relatively high risk of non-compliance with the provisions. Yellow zone projects are considered at moderate risk and Green zone projects at low risk.

Discussion

The report is based on the information made available to the Alameda CTC's project monitoring team. This information stems from the project sponsors as well as other funding agencies such as Caltrans, MTC and the CTC.

The report segregates projects into Red, Yellow, and Green zones. The criteria for determining the project zones are listed near the end of the report. The durations included in the criteria are intended to provide adequate time for project sponsors to perform the required activities to meet the deadline(s). The risk zone associated with each risk factor is indicated in the tables following the report. Projects with multiple risk factors are listed in the zone of higher risk.

The Alameda CTC requests copies of certain documents related to the required activities to verify that the deadlines have been met. Typically, the documentation requested are copies of documents submitted by the sponsor to other agencies involved with transportation funding such as Caltrans, MTC, and the CTC. The one exception is the documentation requested for the "Complete Expenditures" deadline which does not have a corresponding requirement from the other agencies. Sponsors must provide documentation supported by their accounting department as proof that the Complete Expenditures deadline has been met.

Attachment

Attachment A: STIP At Risk Report

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STIP At Risk Report
STIP-RIP Locally-Sponsored Alameda County Projects

Status Date: January 31, 2013

Red Zone Projects

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
1	0044C RIP	Alameda CTC \$2,000	I-880 Reconstruction, 29th to 23rd PSE	10/11	Complete Expend	6/30/13	R		Y
2	2100K RIP-TE	Alameda CTC \$400	I-880 Landscape/Hardscape Improvements in San Leandro PSE	09/10	Complete Expend	6/30/13	R	\$400K Allocated 6/30/10 12-Mo Ext App'd April 2012	Y
3	0057J RIP RIP RIP	Caltrans \$400 \$1,100 \$500	SR-24 Caldecott Tunnel 4th Bore Landscaping PSE ConSup Con	12/13 13/14 13/14	Allocate Funds Allocate Funds Allocate Funds	6/30/13 6/30/14 6/30/14	R G G	Added in 2012 STIP	Y
4	2100E ARRA-TE	Oakland \$1,300	7th St. / West Oakland TOD Con	09/10	Accept Contract	Note 1	R	\$1,300 Obligated 8/5/09 Contract Awd 2009	R
5	2110A RIP RIP-TE	Union City \$715 \$3,000	Union City Intermodal Stn, Ped Enhanc PH 2 & 2A Con Con	11/12 10/11	Award Contract	Note 1	R G	6-mo Ext. appv'd 1/25/12 \$3M Allocated 6/23/11 Transferred to FTA Grant	R R

*End of Red Zone***Yellow Zone Projects**

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
<i>No Yellow Zone Projects</i>									

*End of Yellow Zone***Green Zone Projects**

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
6	2009N RIP	Alameda \$4,000	Tinker Avenue Extension Con	07/08	Final Invoice/Report		NA	\$4M Allocated 9/25/08	G
7	2009A RIP	AC Transit \$3,705	Maintenance Facilities Upgrade Con	06/07	Final Invoice/Report		NA	\$3,705K Allocated 9/7/06	G

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STIP At Risk Report
STIP-RIP Locally-Sponsored Alameda County Projects

Status Date: January 31, 2013

Green Zone Projects (cont.)

Index	PP No.	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
8	2009B	AC Transit	SATCOM Expansion	RIP	\$1,000	Con	06/07	Accept Contract	Note 3	G	\$1,000K Allocated 9/7/06	G
9	2009C	AC Transit	Berkeley/Oakland/San Leandro Corridor MIS	RIP	\$2,700	Env	06/07	Final Invoice/Report	Note 3	NA	\$2,700K Allocated 4/26/07	G
10	2009D	AC Transit	Bus Component Rehabilitation	RIP	\$4,500	Con	06/07	Accept Contract	Note 3	G	\$4.5M Allocated 7/20/06	G
11	2009Q	AC Transit	Bus Purchase	RIP	\$14,000	Con	06/07	Accept Contract	Note 3	G	\$14M Allocated 10/12/06	G
12	2009L	Alameda Co.	Vasco Road Safety Improvements	RIP	\$4,600	Con	07/08	Final Invoice/Report		NA	\$4.6M Allocated 2/14/08 Contract Awd 7/29/08 Final Billing sub'd 2/14/12	G
13	2100F	Alameda Co.	Cherryland/Ashland/Castro Valley Sidewalk Imps.	RIP-TE	\$1,150	Con	10/11	Accept Contract	11/1/14	G	\$1,150 Allocated 5/12/11 Awarded Nov 2011	G
14	0016O	Alameda CTC	I-680 SB HOT Lane Accommodation	RIP	\$8,000	Con	07/08	Final Invoice/Report	6/26/13	G	\$8M Allocated 6/26/08 42 -Mo Ext for Awd App'd 12-Mo Ext for Accept App'd 5/23/12	Y
15	0016U	Alameda CTC	I-580 Castro Valley I/C Improvements	RIP	\$7,315	Con	07/08	Final Invoice/Report		NA	Contract Accepted July '11	G
16	0062E	Alameda CTC	I-80 Integrated Corridor Mobility	RIP	\$954	Env	07/08	Final Invoice/Report		NA	\$954 Allocated 9/5/07 Contra Costa RIP Expenditures Comp	G
17	0081H	Alameda CTC	RT 84 Expressway Widening (Segment 2)	RIP	\$34,851	Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	G
				RIP-TE	\$2,179	Con	16/17	Allocate Funds	6/30/17	G		
18	0139F	Alameda CTC	Rt 580, Landscaping, San Leandro Estudillo Ave - 141st	RIP-TE	\$350	Con	10/11	Accept Contract	7/26/15	G	\$350K Allocated 10/27/11 3-Mo Ext for Awd 5/23/12 Contract Awarded 7/26/12	G
19	2179	Alameda CTC	Planning, Programming and Monitoring (Note 2)	RIP	\$1,563	Con	12/13	Complete Expend	6/30/15	G	\$1,563 Allocated 6/28/12	Y
				RIP	\$1,947	Con	11/12	Complete Expend	6/30/14	G	\$1,947 Allocated 8/11/11	
				RIP	\$750	Con	13/14	Allocate Funds	6/30/14	G	Added in 2012 STIP	
				RIP	\$886	Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	

STIP At Risk Report
STIP-RIP Locally-Sponsored Alameda County Projects

Status Date: January 31, 2013

Green Zone Projects (cont.)

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
20	1014 RIP	BART \$38,000	BART Transbay Tube Seismic Retrofit Con	07/08	Project Complete		NA	\$38M Allocated 9/5/07 Final Invoice 12/21/12	R
21	2008B RIP-TE	BART \$954	MacArthur BART renovate & enhance entry plaza Con	10/11				\$954 Allocated 6/23/11 Transferred to FTA Grant	G
22	2009P RIP RIP	BART \$3,000 \$248	Alameda County BART Station Renovation Con PSE	07/08 07/08				\$3M Allocated 12/11/08 FTA Grant CA-90-Y270 \$248 Allocated 9/5/07 Expenditures Complete	G
23	2009Y RIP-TE	BART \$1,200	Ashby BART Station Concourse/Elevator Imps Con	07/08	Final Invoice/Report		NA	\$1,200 Allocated 6/26/08	G
24	2103 RIP	BART \$20,000	Oakland Airport Connector Con	10/11	Accept Contract	9/1/14	G	App'd into STIP and allocated 9/23/10 Awarded Oct 2010	G
25	9051A RIP-TE	BATA \$3,063	Improved Bike/Ped Connectivity to East Span SFOBB Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	G
26	2009W RIP RIP	Berkeley \$4,614 \$1,500	Ashby BART Station Intermodal Imps Con Con	07/08 09/10	Final Invoice/Report Final Invoice/Report		NA NA	\$4,614 Allocated 6/26/08 AB 3090 App'd 8/28/08 \$1.5M Allocated 9/10/09	G
27	2100G RIP-TE	Berkeley \$1,928	Berkeley Bay Trail Project, Seg 1 Con	10/11	Accept Contract	5/29/15	G	\$1,928 Allocated 12/15/11 Awarded 5/29/12	G
28	0521J RIP	Caltrans \$0	I-680 Freeway Performance Initiative Project Con	14/15			NA	\$2M Returned to Ala Co RIP Shares June 2012	G
29	2100H RIP-TE	Dublin \$1,021	Alamo Canal Regional Trail, Rt 580 undercrossing Con	10/11	Accept Contract	2/7/15	G	\$1,021 Allocated 8/11/11 Contract Awd 2/7/12	G
30	2014U RIP	GGBHTD \$12,000	SF Golden Gate Bridge Barrier Con	11/12	Allocate Funds	12/31/13	G	18-Mo Ext App'd May 12	G

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STIP At Risk Report
STIP-RIP Locally-Sponsored Alameda County Projects

Status Date: January 31, 2013

Green Zone Projects (cont.)

Index	PP No.	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
31	2140S	LAVTA	Rideo Bus Restoration Project	RIP-TE	\$200	Con	10/11	Accept Contract	8/10/14	G	\$200 Allocated 5/12/11 from SM County Reserve Contract Awd 8/10/11	G
32	2009K	LAVTA	Satellite Bus Operating Facility (Phases 1 & 2)	RIP	\$4,000	Con	11/12	Accept Contract	11/7/14	G	Note 3 \$4M Alloc'd 6/23/11 PTA Contract Awd 11/7/11	G
				RIP	\$1,500	Con	06/07	Final Invoice/Report		NA	Contract Accepted	
33	2100	MTC	Planning, Programming and Monitoring ²	RIP	\$118	Con	13/14	Allocate Funds	6/30/14	G		
				RIP	\$122	Con	14/15	Allocate Funds	6/30/15	G		
				RIP	\$114	Con	12/13	Complete Expenditures	6/30/15	G	\$114 Allocated 6/27/12	G
				RIP	\$126	Con	15/16	Allocate Funds	6/30/16	G	Added in 2012 STIP	
				RIP	\$131	Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	
34	1022	Oakland	Rte. 880 Access at 42nd Ave./High St., APD	RIP	\$5,990	R/W	07/08	Final Invoice/Report	NA	G	\$5.99M Allocated 12/13/07	R
35	2100C1	Oakland	MacArthur Transit Hub Improvement, 40th St	RIP-TE	\$193	Con	07/08	Final Invoice/Report		NA	\$193 Allocated 7/26/07	G
36	2103A	Oakland	Oakland Coliseum TOD	RIP-TE	\$885	Con	10/11	Accept Contract	11/10/14	G	\$885 Allocated 6/23/11 Contract Awd 11/10/11	G
37	2110	Union City	Union City Intermodal Station	RIP	\$4,600	Con	07/08	Final Invoice/Report		NA	\$4.6M Allocated 9/5/07	G
				RIP	\$720	Con	05/06	Final Invoice/Report		NA	\$720K Allocated 11/9/06	
				RIP-TE	\$5,307	Con	05/06	Final Invoice/Report		NA	\$5,307K Allocated 11/9/06	
				RIP-TE	\$2,000	Con	06/07	Final Invoice/Report		NA	\$2,000K Allocated 11/9/06	
				RIP	\$9,787	Con	06/07	Final Invoice/Report		NA	\$9,787K Allocated 11/9/06 6-Mo Ext App'd 9/23/10 for Accept Contract - Site Imps accepted 11/19/10	

End of Green Zone

Notes:

- The "Date Req'd By" for the required activity is before the status date of this report. Sponsor is working with Caltrans, MTC and Alameda CTC to expedite/complete the required activity and/or satisfy the requirement.
- PPM funds programmed in the Con phase are not subject to the typical construction phase requirements. Once PPM funds are allocated, the next deadline is "Complete Expenditures."
- Transit projects receiving State-only funds are subject to project specific requirements in agreements with Caltrans (Federal funds are typically transferred to FTA grant).

STIP At Risk Report

Status Date: January 31, 2013

STIP-RIP Locally-Sponsored Alameda County Projects

2010 STIP -Timely Use of Funds Provisions

The Timely Use of Funds and At Risk reports monitor the STIP Timely Use of Funds Provisions included in the current STIP Guidelines as adopted by the CTC. The current Timely Use of Funds Provisions are as follows:

Required Activity	Timely Use of Funds Provision
Allocation	For all phases, by the end (June 30th) of the fiscal year identified in the STIP.
Construction Contract Award ¹	Within six (6) months of allocation.
Accept Contract (Construction)	Within 36 months of contract award.
Complete Expenditures	For Env, PSE, & R/W funds, costs must be expended by the end of the second FY following the FY in which the funds were allocated.
Final Invoice/Project Completion (Final Report of Expenditures)	For Env, PSE, & R/W funds, within 180 days (6 months) after the end of the FY in which the final expenditure occurred. For Con funds, within 180 Days (6 months) of contract acceptance.

Zone Criteria

The Timely Use of Funds and At Risk reports utilize the deadlines associated with each required activity of the STIP Timely use of Funds Provisions to assign a zone of risk. The following zone criteria was developed for each of these risk zones (Red, Yellow, & Green). For the Final Invoice, this activity is tracked but no zone of risk is assigned.

Required Activity	Criteria Timeframes for Required Activities		
	Red Zone	Yellow Zone	Green Zone
Allocation -Env Phase	within four months	within four to eight months	All conditions other than Red or Yellow Zones
Allocation -PS&E Phase	within six months	within six to ten months	All conditions other than Red or Yellow Zones
Allocation -Right of Way Phase	within eight months	within eight to twelve months	All conditions other than Red or Yellow Zones
Allocation -Construction Phase	within eight months	within eight to twelve months	All conditions other than Red or Yellow Zones
Construction Contract Award	within six months	within six to eight months	All conditions other than Red or Yellow Zones
Accept Contract	within six months	within six to twelve months	All conditions other than Red or Yellow Zones
Complete Expenditures	within eight months	within eight to twelve months	All conditions other than Red or Yellow Zones
Final Invoice/Project Completion (Final Report of Expenditures)	NA	NA	NA

Other Zone Criteria

Yellow Zone	STIP /TIP Amendment pending
Red Zone	Extension Request pending

Notes:

1. Statute requires encumbrance by award of a contract for construction capital and equipment purchase within twelve months of allocation. CTC Policy is six months.

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Memorandum

DATE: January 25, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
James O'Brien, Project Controls Team

SUBJECT: **Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report**

Recommendation

It is recommended the Commission approve the attached Federal STP/CMAQ Program At Risk Report, dated January 31, 2013.

Summary

The report includes 66 locally-sponsored, federally-funded projects segregated by "zone." Red zone projects are considered at a relatively high risk of non-compliance with the provisions of MTC's Resolution 3606, the Regional STP/CMAQ Project Delivery Policy. Yellow zone projects are considered at moderate risk and Green zone projects at low risk.

Discussion

The report is based on the information made available to the Alameda CTC's project monitoring team. This information stems from the project sponsors as well as other funding agencies such as MTC and Caltrans Local Assistance.

The report is intended to identify activities required to comply with the requirements set forth in MTC's Resolution 3606, the Regional STP/CMAQ Project Delivery Policy-Revised (as of July 23, 2008). Per Resolution 3606, for projects programmed with funding in federal FY 2012/13, the deadline to submit the request for authorization is February 1, 2013 and the obligation deadline is April 30, 2013.

The report segregates projects into Red, Yellow, and Green zones. The criteria for determining the project zones are listed in Appendix A of the report. The durations included in the criteria are intended to provide adequate time for project sponsors to perform the required activities to meet the deadline(s). A project may have multiple risk factors that indicate multiple zones. The zone associated with each risk factor is indicated in the report tables. Projects with multiple risk factors are listed in the zone of higher risk. Appendix B provides details related to the deadlines associated with each of the Required Activities used to determine the assigned zone of risk. The Resolution 3606 deadline for submitting the environmental package one year in advance of the obligation deadline for right of way or construction capital funding is tracked and reported, but is not affiliated with any zone of risk.

Attachment

Attachment A: Federal STP/CMAQ Program At Risk Report

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Federal At Risk Report

Status Date: January 31, 2013

Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
1	HSIP2-04-027	Ala. County	Remove Permanent Obstacle along Shoulder (Foothill Road)	HSIP	\$427	Con	10/11	Submit Req for Auth	Note 1	R	See Note 2	R
				HSIP	\$59	PE	Prior	Complete Closeout	09/30/14	G	Obligated 2/23/09	
2	ALA090069	Ala County	Alameda County: Rural Roads Pavement Rehab	STP	\$1,815	Con	11/12	Award Contract	Note 1	R	\$1,815 Obligated 4/4/12	R
								Submit First Invoice	04/04/13	Y		
								Liquidate Funds	04/04/18	G		
				STP	\$320	PE	10/11	Liquidate Funds	03/16/17	G	\$320 Obligated 3/16/11	
3	ALA110026	Ala County	Alameda Co - Central Unincorporated Pavement Rehab	STP	\$1,071	Con	11/12	Award Contract	Note 1	R	\$1,071 Obligated 4/4/12	R
								Submit First Invoice	04/04/13	Y		
								Liquidate Funds	04/04/18	G		
				STP	\$50	PE	10/11	Liquidate Funds	03/23/17	G	\$50 Obligated 3/23/11	
4	ALA110007	Berkeley	City of Berkeley Transit Action Plan - TDM	CMAQ	\$10	Con	11/12	Obligate Funds	Note 1	R	Working with Caltrans and MTC to add to PE	R
				CMAQ	\$1,990	PE	10/11	Liquidate Funds	02/22/17	G	\$1,990 Obligated 2/22/11	
5	ALA110022	Berkeley	Berkeley - Sacramento St Rehab - Dwight to Ashby	STP	\$955	Con	10/11	Submit First Invoice	Note 1	R	\$955 Obligated 3/18/11	R
								Liquidate Funds	03/18/17	G	Contract Awd 7/19/11	
6	ALA110024	Dublin	Dublin Citywide Street Resurfacing	STP	\$547	Con	11/12	Award Contract	Note 1	R	\$547 Obligated 3/16/12	R
								Submit First Invoice	03/16/13	R		
								Liquidate Funds	03/16/18	G		
7	ALA110012	Fremont	Fremont CBD/Midtown Streetscape	CMAQ	\$1,114	Con	11/12	Award Contract	Note 1	R	\$1,114 Obligated 3/27/12	R
								Submit First Invoice	03/27/13	R		
								Liquidate Funds	03/27/18	G		
				CMAQ	\$432	Con	10/11	Project Complete	NA		\$432 Obligated 4/13/11	
				CMAQ	\$54	Con	10/11	Project Complete	NA		\$54 Obligated 6/13/11	
8	HSIP1-04-005	Fremont	Install Median Barrier, Install Raised Median and Improve Delineation (Mowry)	HSIP	\$164	Con	11/12	Obligate Funds	Note 1	R	See Note 2	R
								Complete Closeout	03/31/14	G		
				HSIP	\$35	PE	Prior				Obligated 11/28/07	

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Federal At Risk Report

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Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
9	HSIP3-04-006	Fremont	Paseo Padre Parkway - Walnut Ave and Argonaut Way									
		HSIP		\$458	Con	12/13		Submit Req for Auth	Note 1	R	See Note 2	R
								Complete Closeout	12/02/14	G		
		HSIP		\$59	PE	Prior					Obligated 11/22/10	
10	ALA110019	Hayward	Hayward Various Arterials Pavement Rehab									
		STP		\$1,336	Con	10/11		Award Contract	Note 1	R	\$1,336 Obligated 2/23/11	R
								Submit First Invoice	Note 1	R		
								Liquidate Funds	02/23/17	G		
11	ALA110035	Hayward	South Hayward BART Area/Dixon Street Streetscape									
		CMAQ		\$1,540	Con	11/12		Award Contract	Note 1	R	\$1,264 Obligated 4/4/12	R
								Submit First Invoice	04/04/13	Y	Amounts per Phase Adjusted	
								Liquidate Funds	04/04/18	G		
		CMAQ		\$260	PE	10/11		Liquidate Funds	01/18/17	G	\$536 Obligated 1/18/11	
12	HSIP5-04-007	Hayward	West "A" Street between Hathaway and Garden									
		HSIP		\$22	PE	12/13		Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
								Obligate Funds	04/30/13	Y		
		HSIP		\$139	CON	13/14		Submit Req for Auth	02/01/14	G		
								Obligate Funds	04/30/14	G		
13	ALA110037	Livermore	Livermore Village Streetscape Infrastructure									
		STP		\$2,500	Con	11/12		Award Contract	02/16/13	R	\$2,500 obligated 5/16/12	R
								Submit First Invoice	05/16/13	Y	Fed Aid (022)	
								Liquidate Funds	05/16/18	G		
14	ALA110016	Newark	Newark - Cedar Blvd and Jarvis Ave Pavement Rehab									
		STP		\$682	Con	11/12		Award Contract	Note 1	R	\$682 Obligated 2/17/12	R
								Submit First Invoice	02/17/13	R	Advertised 8/14/12	
								Liquidate Funds	02/17/18	G		
15	ALA110006	Oakland	Various Streets Resurfacing and Bikeway Facilities									
		STP		\$3,492	Con	11/12		Submit First Invoice	02/16/13	R	\$3,492 Obligated 2/16/12	R
								Liquidate Funds	02/16/18	G	Awd 12/4/12	
		STP		\$560	PE	10/11		Liquidate Funds	02/22/17	G	\$560 Obligated 2/22/11	
16	ALA110029	Oakland	Oakland Foothill Blvd Streetscape									
		CMAQ		\$2,200	Con	11/12		Award Contract	Note 1	R	\$2,200 Obligated 4/4/12	R
								Submit First Invoice	04/04/13	Y		
								Liquidate Funds	04/04/18	G		

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Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects (cont.)

Index	TIP ID	Sponsor		Project Title		Required Activity	Date Req'd By	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY					
17	HSIP5-04-011	Oakland				W. MacArthur Blvd. between Market & Telegraph				
	HSIP		\$125	PE	12/13	Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
						Obligate Funds	04/30/13	Y		
	HSIP		\$574	CON	13/14	Submit Req for Auth	02/01/14	G		
						Obligate Funds	04/30/14	G		
18	HSIP5-04-012	Oakland				98th Avenue Corridor				
	HSIP		\$99	PE	12/13	Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
						Obligate Funds	04/30/13	Y		
	HSIP		\$558	CON	13/14	Submit Req for Auth	02/01/14	G		
						Obligate Funds	04/30/14	G		
19	HSIP5-04-013	Oakland				Market Street between 45th & Arlington				
	HSIP		\$103	PE	12/13	Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
						Obligate Funds	04/30/13	Y		
	HSIP		\$541	CON	13/14	Submit Req for Auth	02/01/14	G		
						Obligate Funds	04/30/14	G		
20	ALA110010	Port				Shore Power Initiative				
	CMAQ		\$3,000	Con	11/12	Award Contract	Note 1	R	\$3,000 Obligated 2/16/12	R
						Submit First Invoice	02/16/13	R		
						Liquidate Funds	02/16/18	G		
21	ALA110027	San Leandro				San Leandro Downtown-BART Pedestrian Interface				
	CMAQ		\$4,298	Con	11/12	Award Contract	Note 1	R	\$4,298 Obligated 2/28/12	R
						Submit First Invoice	02/28/13	R	Advertised	
	CMAQ		\$312	PE	10/11	Liquidate Funds	12/21/16	G	\$312 Obligated 12/21/10	
22	HSIP5-04-019	San Leandro				Bancroft Ave/ Sybil Ave				
	HSIP		\$69	PE	12/13	Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
						Obligate Funds	04/30/13	Y		
	HSIP		\$380	CON	13/14	Submit Req for Auth	02/01/14	G		
						Obligate Funds	04/30/14	G		
23	ALA110028	Union City				Union City Blvd Corridor Bicycle Imp. Phase 1				
	CMAQ		\$860	Con	11/12	Submit First Invoice	03/22/13	R	\$860 Obligated 3/22/12	G
						Liquidate Funds	03/22/18	G	Contract Awd 6/12/12	

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Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
24	HSIP5-04-030	Union City	Alvarado Road between Decoto & Mann									
		HSIP			\$62	PE	12/13	Submit Req for Auth	02/01/13	R	New Cycle 5 Project	NA
								Obligate Funds	04/30/13	Y		
		HSIP			\$288	CON	13/14	Submit Req for Auth	02/01/14	G		
								Obligate Funds	04/30/14	G		

*End of Red Zone***Yellow Zone Projects**

Index	PP No.	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
25	ALA110030	Albany	Albany - Buchanan Bicycle and Pedestrian Path									
		CMAQ			\$1,702	Con	11/12	Submit First Invoice	06/01/13	Y	\$1,702 Obligated 6/1/12	R
								Liquidate Funds	06/01/18	G	Awd 10/15/12	
26	ALA110013	Livermore	Iron Horse Trail Extension in Downtown Livermore									
		CMAQ			\$1,566	Con	11/12	Submit First Invoice	04/04/13	Y	\$1,241 Obligated 4/4/12 Contract Awd 7/23/12	G
								Liquidate Funds	04/04/18	G	TLC Project Fed Aid (025)	
27	ALA110031	Pleasanton	Pleasanton - Foothill/I-580/IC Bike/Ped Facilities									
		CMAQ			\$709	Con	12/13	Obligate Funds	04/30/13	Y	RFA dated 12/3/12	R

*End of Yellow Zone***Green Zone Projects**

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
28	ALA110025	Alameda	Alameda - Otis Drive Rehabilitation									
		STP			\$837	Con	10/11	Accept Contract	05/17/14	G	\$837 Obligated 3/8/11	G
								Liquidate Funds	03/08/17	G	Awarded 5/17/11	
29	HSIP4-04-002	Alameda	Shoreline Dr - Westline Dr - Broadway Improvements									
		HSIP			\$348	Con	11/12	Submit Req for Auth	10/11/13	G	See Note 2	G
								Complete Closeout	01/12/16	G		
		HSIP			\$68	PE	11/12	Liquidate Funds	07/12/15	G	\$68 Obligated 1/18/12	
30	HSIP4-04-010	Alameda	Park Street Operations Improvements									
		HSIP			\$607	Con	11/12	Submit Req for Auth	01/12/14	G	See Note 2	G
								Complete Closeout	04/12/16	G		
		HSIP			\$126	PE		Liquidate Funds	10/12/15	G	\$126 Obligated 1/18/12	

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Green Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
31	ALA030002	Ala County	Vasco Road Safety Improvements Phase 1A									
		STP		\$230	PE	13/14		Submit Req for Auth	02/01/14	G	TIP Amend Pending	G
								Obligate Funds	04/30/14	G	PE & ROW \$ to 13/14	
		STP		\$235	ROW	13/14		Submit Req for Auth	02/01/14	G		
								Obligate Funds	04/30/14	G		
		STP		\$2,250	Con	07/08		Liquidate Funds	08/31/16	G	\$1,785 Obligated 8/31/10	
											Contract awarded 6/7/11	
32	SRTS1-04-001	Ala County	Fairview Elementary School Vicinity Improvements									
		SRTS		\$508	Con	10/11		Liquidate Funds	9/31/13	G	See Note 2	R
								Complete Closeout	03/31/14	G	Obligated 9/19/12	
		SRTS		\$77	PE	Prior					Obligated 1/29/09	
33	SRTS1-04-002	Ala County	Marshall Elementary School Vicinity Improvements									
		SRTS		\$450	Con	12/13		Liquidate Funds	11/01/14	G	See Note 2	G
								Complete Closeout	04/01/15	G	Obligated 9/19/12	
		SRTS		\$50	PE	Prior				G	Obligated 12/7/10	
34	H3R1-04-031	Ala County	Patterson Pass Road - PM6.4 Widen or Improve Shoulder									
		HRRR		\$717	Con	12/13		Submit Req for Auth	09/30/13	G	See Note 2	G
								Liquidate Funds	6/31/15	G		
								Complete Closeout	12/31/15	G		
		HRRR		\$101	PE	Prior		Liquidate Funds	06/30/15	G	\$101 Obligated 12/19/08	
35	HSIP2-04-024	Ala County	Castro Valley Blvd - Wisteria St Intersection and Frontage Improvements									
		HSIP		\$577	Con	11/12		Liquidate Funds	9/31/13	G	See Note 2	R
								Complete Closeout	03/31/14	G	Obligated 9/19/12	
		HSIP		\$59	PE	Prior					Obligated 8/14/09	
		HSIP		\$63	R/W	Prior					Obligated 2/15/11	
36	ALA110033	Alameda CTC	Alameda County Safe Routes to School									
		CMAQ		\$2,289	Con	10/11		Liquidate Funds	03/29/17	G	\$2,689 Obligated 3/29/11	G
		STP		\$400	Con	10/11		Liquidate Funds	03/29/17	G	Obligated w/ALA110009	
37	ALA110009	Alameda CTC	Bikemobile - Bike Repair and Encouragement Vehicle									
		CMAQ		\$500	Con	10/11		Liquidate Funds	03/29/17	G	\$500 Obligated 3/29/11	G
											Obligated w/ALA110033	
38	ALA110039	Albany	Albany - Pierce Street Pavement Rehabilitation									
		STP		\$117	Con	10/11		Liquidate Funds	05/02/17	G	Contract Awd 7/12/11	G
											\$117 Obligated 5/2/11	
39	ALA090068	BART	MacArthur BART Plaza Remodel									
		CMAQ		\$626	Con	10/11					\$626 Obligated 3/16/11	G
											Transferred to FTA Grant	

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Green Zone Projects (cont.)

Index	TIP ID	Source	Sponsor	Project Title	Phase	FY	Required Activity	Date	Zone	Notes	Prev Zone
			Prog'd Amount (\$x 1,000)					Req'd By			
40	ALA110032		BART	Downtown Berkeley BART Plaza/Transit Area Imps.							
		CMAQ	\$706	PE	10/11					\$706 Obligated 3/16/11	G
		CMAQ	\$1,099	Con	10/11					\$1,099 Obligated 3/16/11 Transferred to FTA Grant	
41	ALA110038		BART	BART - West Dublin BART Station Ped Access Imps							
		CMAQ	\$21	PE	10/11					\$21 Obligated 2/2/11	G
		CMAQ	\$839	Con	10/11					\$839 Obligated 2/2/11 Transferred to FTA Grant	
42	ALA110034		Dublin	West Dublin BART Golden Gate Drive Streetscape							
		CMAQ	\$580	Con	11/12	Submit First Invoice	06/01/13		G	\$580 Obligated 6/1/12 Contract Awd 9/18/12	G
		CMAQ	\$67	PE	10/11	Liquidate Funds	03/18/17		G	\$67 Obligated 3/18/11	
43	SRTS3-04-007		Emeryville	San Pablo Avenue 43rd to 47th Pedestrian Safety							
		SRTS		Con	13/14	Submit Req for Auth	03/07/14		G	See Note 2	G
						Complete Closeout	06/07/16		G		
		SRTS	\$52	PE	11/12				G	\$52 Obligated 5/4/12	
44	HSIP2-04-018		Fremont	Replace Concrete Poles with Aluminum in Median (Paseo Parkway)							
		HSIP	\$299		Prior	Liquidate Funds	09/30/13		G	See Note 2	G
						Complete Closeout	03/31/14		G		
45	ALA110018		Fremont	Fremont Various Streets Pavement Rehabilitation							
		STP	\$2,707	Con	10/11	Final Invoice/Report dated 3/30/12				\$2,707 Obligated 2/22/11	R
46	HSIP3-04-005		Fremont	Paseo Padre Parkway - Walnut to Washington - Replace Poles							
		HSIP	\$120	Con	12/13	Complete Closeout	12/02/14		G	\$120 Obligated 2/16/12	
		HSIP	\$23	PE	Prior					Obligated 11/18/10	
47	HSIP4-04-020		Fremont	Fremont Blvd / Eggers Dr							
		HSIP	\$275	Con	13/14	Submit Req for Auth	10/11/13		G	See Note 2	G
						Liquidate Funds	07/12/15		G		
						Complete Closeout	01/12/16		G		
			\$41	PE	Prior					Obligated 11/8/11	
48	HSIP4-04-022		Fremont	Fremont Blvd / Alder Ave							
		HSIP	\$348	Con	13/14	Submit Req for Auth	10/11/13		G	See Note 2	G
						Liquidate Funds	07/12/15		G		
						Complete Closeout	01/12/16		G		
			\$43	PE	Prior					Obligated 11/8/11	

Federal At Risk Report
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Green Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
49	HSIP2-04-009	Hayward	Carlos Bee Blvd between West Loop Rd and Mission Blvd	HSIP	\$725		Prior	Liquidate Funds	09/30/13	G	See Note 2	G
								Complete Closeout	03/31/14	G	Obligated 6/18/10	
50	ALA110015	Livermore	Livermore Downtown Lighting Retrofit	CMAQ	\$176	Con	10/11	Liquidate Funds	04/04/17	G	\$176 Obligated 4/4/11 Billing 1 dated 2/22/12 Fed Aid (024)	G
51	ALA110023	Livermore	Livermore - 2011 Various Arterials Rehab	STP	\$1,028	Con	10/11	Liquidate Funds	03/21/17	G	\$1,028 Obligated 3/21/11 Billing 1 dated 2/22/12 Fed Aid (023)	G
52	ALA110014	Oakland	Oakland - MacArthur Blvd Streetscape	CMAQ	\$1,700	Con	10/11	Liquidate Funds	04/27/17	G	\$1.7M Obligated 4/27/11 Contract Dated 8/19/11	G
53	HSIP2-04-004	Oakland	West Grand at Market, Macarthur at Fruitvale & Market at 55th Improvements	HSIP	\$223	Con	11/12	Liquidate Funds	03/30/14	G	See Note 2	G
								Complete Closeout	09/30/14	G	Obligated 6/30/11	
54	HSIP2-04-005	Oakland	Various Intersections Pedestrian Improvements	HSIP	\$81	Con	11/12	Liquidate Funds	03/30/14	G	See Note 2	G
								Complete Closeout	09/30/14	G	Obligated 7/8/11	
55	HSIP4-04-005	Oakland	San Pablo Ave - West St - W. Grand Ave Intersections	HSIP	\$345	Con	13/14	Submit Req for Auth	12/13/13	G	See Note 2	G
								Liquidate Funds	09/13/15	G		
								Complete Closeout	03/13/16	G		
					\$71	PE	Prior				Obligated 1/23/12	
56	HSIP4-04-011	Oakland	Bancroft Ave - 94th Ave Improvements	HSIP	\$398	Con	13/14	Submit Req for Auth	10/11/13	G	See Note 2	G
								Liquidate Funds	07/12/15	G		
								Complete Closeout	01/12/16	G		
					\$87	PE	Prior				Obligated 1/23/12	
57	HSIP4-04-012	Oakland	Hegenberger Rd Intersections	HSIP	\$738	Con	13/14	Submit Req for Auth	10/11/13	G	See Note 2	G
								Liquidate Funds	07/12/15	G		
								Complete Closeout	01/12/16	G		
					\$162	PE	Prior				Obligated 1/25/12	

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Federally-Funded Locally-Sponsored Alameda County Projects

Green Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Required Activity	Date Req'd By	Zone	Notes	Prev Zone
58	SRTS1-04-014	Oakland	Intersection Improvements at Multiple School (5 Elem. + 1 Middle)	SRTS	\$700		Prior	Liquidate Funds	09/30/13	G	See Note 2	G
								Complete Closeout	03/31/14	G	PE Obligated 3/2/08 Con Obligated 8/18/11	
59	SRTS2-04-007	Oakland	Multiple School (5 Schools) Improvements Along Major Routes	SRTS	\$802	Con	11/12	Liquidate Funds	09/30/13	G	See Note 2	G
								Complete Closeout	03/31/14	G	\$753 Obligated 2/3/12	
				SRTS	\$118	PE	Prior				\$118 Obligated 1/26/10	
60	ALA110021	Pleasanton	Pleasanton Various Streets Pavement Rehab	STP	\$876	Con	10/11	Project Complete		NA	\$876 Obligated 4/14/11 Contract Awd 6/21/11 Final Invoice 10/30/12	R
61	ALA110020	San Leandro	San Leandro - Marina Blvd Rehabilitation	STP	\$807	Con	10/11	Liquidate Funds	03/29/17	G	\$807 Obligated 3/29/11 Contract Awd 5/5/11	G
62	HSIP4-04-015	San Leandro	Washington Ave / Monterey Blvd	HSIP	\$307	Con	13/14	Submit Req for Auth	01/12/14	G	See Note 2	G
								Liquidate Funds	10/12/15	G		
								Complete Closeout	04/12/16	G		
					\$66	PE	Prior				Obligated 12/15/11	
63	HSIP1-04-001	San Leandro	Washington Ave - Estabrook St Intersection	HSIP	\$409		Prior	Liquidate Funds		NA	Revised FROE 10/25/10	G
64	SRTS3-04-017	San Leandro	Multiple Schools Bicycle and Pedestrian Safety	SRTS	\$410	Con	11/12	Liquidate Funds	03/06/16	G	See Note 2	G
								Complete Closeout	09/06/16	G	\$410 Obligated 3/22/12	
65	ALA110017	Union City	Union City - Dyer Street Rehabilitation	STP	\$861	Con	10/11	Liquidate Funds	04/13/17	G	\$861 Obligated 4/13/11 Contract Awd 6/14/11	G
66	ALA110036	Union City	Union City BART East Plaza Enhancements	CMAQ	\$4,450	Con	10/11	Liquidate Funds	02/02/17	G	\$4,450 Obligated 2/2/11 Contract Awd 6/28/11 FTA CA-95-X157	G

End of Green Zone**Notes:**

- 1 MTC Reso 3606 deadline or the Safety Program Monitoring date is before the status date of this report. Sponsor is working with Caltrans, MTC and Alameda CTC to expedite/complete the required activity.
- 2 HSIP, SRTS and HRRR projects may have different timely use of funds provisions than the MTC Reso 3606 requirements. The values for "Date Req'd By" shown in this report are based on the Safety Program Delivery Status Reports - Complete Project Listing available from Caltrans Local Programs at www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm. For the purposes of this monitoring report, the Submit Request for Authorization dates are set to three months prior to the date shown for authorization in the Safety Program Delivery Status Reports, and the Liquidate Funds dates are set to six months prior to the date shown for Complete Closeout shown by Caltrans.

Federal At Risk Report

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Federally-Funded Locally-Sponsored Alameda County Projects

Appendix A**Federal At Risk Report Zone Criteria****Required Activities per Resolution 3606 (Revised July 23, 2008)**

Required Activities Monitored by CMA¹	Criteria Timeframes for Required Activities		
	Red Zone	Yellow Zone	Green Zone
Request Project Field Review	Project in TIP for more than nine (9) months, or obligation deadline for Con funds within 15 months.	Project in TIP for less than nine (9) months, and obligation deadline for Con funds more than 15 months away.	All conditions other than Red or Yellow Zones
Submit Environmental Package	NA	NA	NA
Approved DBE Program and Methodology	NA	NA	NA
Submit Request for Authorization (PE)	within three (3) months	within three (3) to six (6) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (R/W)	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (Con)	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Obligation/ FTA Transfer	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Advertise Construction	within four (4) months	within four (4) to six (6) months	All conditions other than Red or Yellow Zones
Award Contract	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Award into FTA Grant	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Submit First Invoice	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Liquidate Funds	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones Move to Appendix D
Project Closeout	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones

Other Zone Criteria

Red Zone	Projects with funds programmed in the same FY for both a project development phase (i.e. Env or PSE) and a capital phase (i.e. R/W or Con) without the project development phase(s) obligated.
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Yellow Zone	Projects with an Amendment to the TIP pending.
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Notes: ¹ See Appendix B for more information about the Required Activities and Resolution 3606.

Federal At Risk Report
 Federally-Funded Locally-Sponsored Alameda County Projects

Status Date: January 31, 2013

Appendix B
Definitions of the Required Activities per Resolution 3606 (As revised July 23, 2008)

Index	Definition	Deadline
1	Req Proj Field Rev	
	Per MTC Resolution 3606-Revised, "Implementing agencies are required to request a field review from Caltrans Local Assistance within 12 months of approval of the project in the TIP ¹ , but no less than 12 months prior to the obligation deadline of construction funds. This policy also applies to federal-aid projects in the STIP. The requirement does not apply to projects for which a field review would not be applicable, such as FTA transfers, regional operations projects and planning activities. Failure for an implementing agency to make a good-faith effort in requesting and scheduling a field review from Caltrans Local Assistance within twelve months of programming into the TIP could result in the funding being reprogrammed and restrictions on future programming and obligations. Completed field review forms must be submitted to Caltrans in accordance with Caltrans Local Assistance procedures."	12 months from approval in the TIP ¹ , but no less than 12 months prior to the obligation deadline of construction funds.
2	Sub ENV package	
	Per MTC Resolution 3606-Revised, "Implementing agencies are required to submit a complete environmental package to Caltrans for all projects (except those determined Programmatic Categorical Exclusion as determined by Caltrans at the field review), twelve months prior to the obligation deadline for right of way or construction funds. This policy creates a more realistic time frame for projects to progress from the field review through the environmental and design process, to the right of way and construction phase. If the environmental process, as determined at the field review, will take longer than 12 months before obligation, the implementing agency is responsible for delivering the complete environmental submittal in a timely manner. Failure to comply with this provision could result in the funding being reprogrammed. The requirement does not apply to FTA transfers, regional operations projects or planning activities."	12 months prior to the obligation deadline for RW or Con funds. (No change)
3	Approved DBE Prog	
	Per MTC Resolution 3606-Revised, "Obligation of federal funds may not occur for contracted activities (any combination of environmental/ design/ construction/ procurement activities performed outside the agency) until and unless an agency has an approved DBE program and methodology for the current federal fiscal year. Therefore, agencies with federal funds programmed in the TIP must have a current approved DBE Program and annual methodology (if applicable) in place prior to the fiscal year the federal funds are programmed in the TIP. STP/CMAQ funding for agencies without approved DBE methodology for the current year are subject to redirection to other projects after March 1. Agencies should begin the DBE process no later than January 1 to meet the March 1 deadline. Projects advanced under the Expedited Project Selection Process (EPSP) must have an approved DBE program and annual methodology for the current year (if applicable) prior to the advancement of funds."	Approved program and methodology in place prior to the FFY the funds are programmed in the TIP.
4	Sub Req for Auth	
	Per MTC Resolution 3606-Revised, "In order to ensure funds are obligated or transferred to FTA in a timely manner, the implementing agency is required to deliver a complete funding obligation / FTA Transfer request package to Caltrans Local Assistance by February 1 of the year the funds are listed in the TIP. Projects with complete packages delivered by February 1 of the programmed year will have priority for available OA, after ACA conversions that are included in the Obligation Plan. If the project is delivered after February 1 of the programmed year, the funds will not be the highest priority for obligation in the event of OA limitations, and will compete for limited OA with projects advanced from future years. Funding for which an obligation/ FTA transfer request is submitted after the February 1 deadline will lose its priority for OA, and be viewed as subject to reprogramming."	February 1 of FY in which funds are programmed in the TIP.

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 Federally-Funded Locally-Sponsored Alameda County Projects

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Appendix B
Definitions of the Required Activities per Resolution 3606 (As revised July 23, 2008)

Index	Definition	Deadline
5	Obligate Funds/ Transfer to FTA	
	Per MTC Resolution 3606-Revised, "STP and CMAQ funds are subject to an obligation/FTA transfer deadline of April 30 of the fiscal year the funds are programmed in the TIP. Implementing agencies are required to submit the completed request for obligation or FTA transfer to Caltrans Local Assistance by February 1 of the fiscal year the funds are programmed in the TIP, and receive an obligation/ FTA transfer of the funds by April 30 of the fiscal year programmed in the TIP. For example, projects programmed in FY 2007-08 of the TIP have an obligation/FTA transfer request submittal deadline (to Caltrans) of February 1, 2008 and an obligation/FTA transfer deadline of April 30, 2008. Projects programmed in FY 2008-09 have an obligation request submittal deadline (to Caltrans) of February 1, 2009 and an obligation/FTA transfer deadline of April 30, 2009. No extensions will be granted to the obligation deadline."	April 30 of FY in which funds are programmed in the TIP.
6	Execute PSA	
	Per MTC Resolution 3606, "The implementing agency must execute and return the Program Supplement Agreement (PSA) to Caltrans in accordance with Caltrans Local Assistance procedures. The agency must contact Caltrans if the PSA is not received from Caltrans within 60 days of the obligation. This requirement does not apply to FTA transfers. Agencies that do not execute and return the PSA to Caltrans within the required Caltrans deadline will be unable to obtain future approvals for any projects, including obligation and payments, until all PSAs for that agency, regardless of fund source, meet the PSA execution requirement. Funds for projects that do not have an executed PSA within the required Caltrans deadline are subject to de-obligation by Caltrans."	Within 60 days of receipt of the PSA from Caltrans, and within six months from the actual obligation date. ²
7	Advertise Contract /Award Contract/Award into FTA Grant	
	Per MTC Resolution 3606-Revised, "For the Construction (CON) phase, the construction/equipment purchase contract must be advertised within 6 months of obligation and awarded within 9 months of obligation. However, regardless of the advertisement and award deadlines, agencies must still meet the invoicing deadline for construction funds. Failure to advertise and award a contract in a timely manner could result in missing the subsequent invoicing and reimbursement deadline, resulting in the loss of funding. Agencies must submit the notice of award to Caltrans in accordance with Caltrans Local Assistance procedures, with a copy also submitted to the applicable CMA. Agencies with projects that do not meet these award deadlines will have future programming and OA restricted until their projects are brought into compliance. For FTA projects, funds must be approved/ awarded in an FTA Grant within one federal fiscal year following the federal fiscal year in which the funds were transferred to FTA."	Advertised within 6 months of obligation and awarded within 9 months of obligation. FTA Grant Award: Within 1 year of transfer to FTA.
8	Submit First Invoice / Next Invoice Due	
	Per MTC Resolution 3606-Revised, "Funds for each federally funded (Environmental (ENV/ PA&ED), Preliminary Engineering (PE), Final Design (PS&E) and Right of Way (R/W) phase and for each federal program code within these phases, must be invoiced against at least once every six months following obligation. Funds that are not invoiced at least once every 12 months are subject to de-obligation. There is no guarantee that funds will be available to the project once de-obligated. Funds for the Construction (CON) phase, and for each federal program code within the construction phase, must be invoiced and reimbursed against at least once within 12 months of the obligation, and then invoiced at least once every 6-months thereafter. Funds that are not invoiced and reimbursed at least once every 12 months are subject to de-obligation by FHWA. There is no guarantee that funds will be available to the project once de-obligated. If a project does not have eligible expenses within a 6-month period, the agency must provide a written explanation to Caltrans Local Assistance for that six-month period and submit an invoice as soon as practicable to avoid missing the 12-month invoicing and reimbursement deadline. Agencies with projects that have not been invoiced against and reimbursed within a 12-month period, regardless of federal fund source, will have restrictions placed on future programming and OA until the project is properly invoiced. Funds that are not invoiced and reimbursed against at least once every 12 months are subject to de-obligation by FHWA."	For Con phase: Once within 12 months of Obligation and then once every 6 months thereafter, for each federal program code. For all other phases: Once within 6 months following Obligation and then once every 6 months thereafter, for each phase and federal program code.

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Federal At Risk Report
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Status Date: January 31, 2013

Appendix B
Definitions of the Required Activities per Resolution 3606 (As revised July 23, 2008)

Index	Definition	Deadline
8a	Inactive Projects	
	Per MTC Resolution 3606-Revised, "Most projects can be completed well within the state's deadline for funding liquidation or FHWA's ten-year proceed-to-construction requirement. Yet it is viewed negatively by both FHWA and the California Department of Finance for projects to remain inactive for more than twelve months. It is expected that funds for completed phases will be invoiced immediately for the phase, and projects will be closed out within six months of the final project invoice. Funds that are not invoiced and reimbursed at least once every 12 months are subject to de-obligation by FHWA. There is no guarantee the funds will be available to the project once de-obligated."	Funds must be invoiced and reimbursed against once every 12 months to remain active.
9	Liquidate Funds	
	Per MTC Resolution 3606-Revised, "Funds must be liquidated (fully expended, invoiced and reimbursed) within six years of obligation. California Government Codes 16304.1 and 16304.3 places additional restrictions on the liquidation of federal funds. Generally, federal funds must be liquidated (fully expended, invoiced and reimbursed) within 6 state fiscal years following the fiscal year in which the funds were appropriated. Funds that miss the state's liquidation/ reimbursement deadline will lose State Budget Authority and will be de-obligated if not re-appropriated by the State Legislature, or extended (for one year) in a Cooperative Work Agreement (CWA) with the California Department of Finance. This requirement does not apply to FTA transfers."	Funds must be liquidated within six years of obligation.
10	Estimated Completion Date/Project Closeout	
	Per MTC Resolution 3606-Revised, "Implementing Agencies must fully expend federal funds on a phase one year prior to the estimated completion date provided to Caltrans. At the time of obligation, the implementing agency must provide Caltrans with an estimated completion date for that project phase. Any un-reimbursed federal funds remaining on the phase after the estimated completion date has passed, is subject to project funding adjustments by FHWA. Projects must be properly closed out within six months of final project invoice. Projects must proceed to construction within 10 years of federal authorization of the initial phase. Federal regulations require that federally funded projects proceed to construction within 10 years of initial federal authorization of any phase of the project. Furthermore, if a project is canceled, or fails to proceed to construction in 10 years, FHWA will de-obligate any remaining funds, and the agency is required to repay any reimbursed funds. If a project is canceled as a result of the environmental process, the agency does not have to repay reimbursed costs for the environmental activities. However, if a project is canceled after the environmental process is complete, or a project does not proceed to construction within 10 years, the agency is required to repay all reimbursed federal funds. Agencies with projects that have not been closed out within 6 months of final invoice will have future programming and OA restricted until the project is closed out or brought back to good standing by providing written explanation to Caltrans Local Assistance, the applicable CMA and MTC."	Est. Completion Date: For each phase, fully expend federal funds 1 year prior to date provided to Caltrans. Project Close-out: Within 6 months of final project invoice.

Notes:

- ¹ Approval in the TIP: For administrative/ minor TIP Amendments it is the date of Caltrans approval. For formal TIP Amendments, it is the date of FHWA approval.
- ² Per DOT letter from Caltrans Local Assistance to MPOs, regarding "Procedural Changes in Managing Obligations", dated 9/15/05.



Memorandum

DATE: January 23, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Jacki Taylor, Program Analyst

SUBJECT: **Approval of Transportation Fund for Clean Air (TFCA) Program
At Risk Report**

Recommendation

It is recommended the Commission approve the TFCA Program At Risk Report, dated January 31, 2013.

Summary

The report includes currently active and recently completed projects programmed with Alameda County TFCA Program Manager funds. The report segregates the active projects into “Red”, “Yellow”, and “Green” zones based on the project delivery milestones tracked in the report.

Discussion

The report includes currently active and recently completed projects programmed with Alameda County TFCA Program Manager funds. The report segregates the active projects into “Red”, “Yellow”, and “Green” zones based on the project delivery milestones tracked in the report. For this reporting cycle, there are a total of 27 active projects, 18 of which are listed under the report’s Green Zone and do not have required activities due for eight months or more. There are nine projects in the Red Zone, for upcoming final report, final invoice or agreement execution deadlines. Eight projects have been completed and will be removed from the next At Risk report.

Attachment

Attachment A: TFCA Program Manager Fund At Risk Report

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TFCA County Program Manager Fund

At Risk Report

Report Date: January 31, 2013

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
RED ZONE (Milestone deadline within 4 months)							
07ALA06	BART	Multi-Jurisdiction Bike Locker Project	TFCA Award	Agreement Executed	1/1/08	3/8/08	Expenditures complete Final Invoice received - approval pending FMR received
			\$ 275,405	Project Start	2/1/08	Feb-08	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ 238,225	FMR	Mar-12	Mar-12	
				Expend Deadline Met?	12/22/11	Yes	
08ALA05	Alameda CTC	Oakland San Pablo Avenue TSP/Transit Improvement Project	TFCA Award	Agreement Executed	NA	8/22/08	Expenditures complete Final Invoice paid FMR due Feb '13 (Required 2-year post-project reporting due Feb 2013)
			\$ 174,493	Project Start	Apr-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/11	07/29/11	
			\$ 174,493	FMR	Feb-13		
				Expend Deadline Met?	12/22/10	Yes	
09ALA07	AC Transit	Easy Pass Transit Incentive Program	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '13 Expenditures not complete FMR due Mar '13 1st extension approved 10/27/11
			\$ 350,000	Project Start	Sep-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 236,535	FMR	Mar-13		
				Expend Deadline Met?	01/13/13		
10ALA02	Alameda CTC	I-80 Corridor Arterial Management	TFCA Award	Agreement Executed	2/17/11	07/09/10	Expenditures complete Final invoice paid FMR due May '13 (Project completion scheduled spring 2013)
			\$ 100,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13	10/15/12	
			\$ 100,000	FMR	May-13		
				Expend Deadline Met?	10/28/12	Yes	
10ALA08	AC Transit	TravelChoice-New Residents (TCNR)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures complete \$36,854 to be relinquished FMR due Jan '13
			\$ 165,000	Project Start	Mar-11	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/13	01/07/13	
			\$ 128,146	FMR	Jan-13		
				Expend Deadline Met?	10/28/12	Yes	
11ALA01	Alameda	Park Street Corridor Operations Improvement	TFCA Award	Agreement Executed	1/5/12	06/13/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due Feb '14
			\$ 230,900	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA06	Fremont	North Fremont Arterial Management	TFCA Award	Agreement Executed	1/5/12	01/04/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due Feb '14
			\$ 256,000	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
12ALA02	Pleasanton	Pleasanton Trip Reduction Program (FY 12/13)	TFCA Award	Agreement Executed	2/1/13		Agreement to be executed Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 57,507	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		
12ALA03	Cal State - East Bay	CSUEB Second Shuttle - Increased Service Hours (FY 12/13)	TFCA Award	Agreement Executed	2/1/13		Agreement to be executed Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 56,350	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		

TFCA County Program Manager Fund

At Risk Report

Report Date: January 31, 2013

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
GREEN ZONE (Milestone deadline beyond 7 months)							
08ALA01	Alameda CTC	Webster Street Corridor Enhancements Project	TFCA Award	Agreement Executed	1/8/09	12/16/08	Expenditure deadline Dec '13 Expenditures not complete FMR due Mar '14 3rd 1-yr extension approved
			\$ 420,000	Project Start	Jan-09	Jun-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 236,372	FMR	Mar-14		
				Expend Deadline Met?	12/22/13		
09ALA01	Alameda CTC	Webster St SMART Corridors	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Dec '13 Expenditures not complete FMR due Mar '14 2nd extension request approved 9/27/12
			\$ 400,000	Project Start	Oct-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 327,145	FMR	Mar-14		
				Expend Deadline Met?	12/22/13		
10ALA03	Fremont	Signal Retiming: Paseo Padre parkway and Auto Mall Parkway	TFCA Award	Agreement Executed	2/17/11	02/24/11	Expenditures complete Final invoice received FMR received
			\$ 210,000	Project Start	Mar-11	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 121,177	FMR	Jan-13	Jan-13	
				Expend Deadline Met?	10/28/12	Yes	
10ALA04	Hayward	Traffic Signal Controller Upgrade and Synchronization	TFCA Award	Agreement Executed	2/17/11	01/26/11	Expenditures complete FMR due date TBD (2 years post-project) 1st extension request approved 9/27/12
			\$ 614,000	Project Start	Mar-11	Dec-10	
			TFCA Expended	Final Reimbursement	12/31/14	01/07/13	
			\$ 614,000	FMR	Jan -15 (est.)		
				Expend Deadline Met?	10/28/13	Yes	
11ALA02	Alameda County	Mattox Road Bike Lanes	TFCA Award	Agreement Executed	1/5/12	01/24/12	Expenditure deadline Nov '13 FMR due Feb '14
			\$ 40,000	Project Start	Dec-12	Dec-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA03	Albany	Buchanan Bike Path	TFCA Award	Agreement Executed	1/5/12	06/01/12	Expenditure deadline Nov '13 FMR due Feb '14
			\$ 100,000	Project Start	Dec-12	Oct-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA04	Cal State - East Bay	CSUEB - 2nd Campus to BART Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Expenditure deadline Nov '13 FMR due Feb '14
			\$ 194,000	Project Start	Dec-12	Aug-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 88,310	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA05	Cal State - East Bay	Transportation Demand Management Pilot Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Expenditure deadline Nov '13 Project completed Final Invoice to be received FMR received
			\$ 52,000	Project Start	Dec-12	Sep-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 49,000	FMR	Dec-12	Dec '12	
				Expend Deadline Met?	11/14/13		
11ALA07	Hayward	Post-project Monitoring/ Retiming activities for Arterial Mgmt project 10ALA04	TFCA Award	Agreement Executed	1/5/12	06/01/12	Expenditure deadline Nov '13 FMR due Jan '16 (FMR to be coordinated with 10ALA04)
			\$ 50,300.00	Project Start	Dec-12	Feb-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Jan-16		
				Expend Deadline Met?	11/14/13		

TFCA County Program Manager Fund

At Risk Report

Report Date: January 31, 2013

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
GREEN ZONE (Milestone deadline beyond 7 months), continued							
11ALA08	Hayward	Clawiter Road Arterial Management	TFCA Award	Agreement Executed	1/5/12	02/27/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due Feb '14
			\$ 190,000.00	Project Start	Dec-12	Feb-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA09	Oakland	Traffic Signal Synchronization along Martin Luther King Jr. Way	TFCA Award	Agreement Executed	1/5/12	03/08/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 125,000	Project Start	Dec-12	Mar-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA10	Oakland	Broadway Shuttle - 2012 Daytime Operations	TFCA Award	Agreement Executed	1/5/12	05/07/12	Expenditures complete FMR due Mar '13
			\$ 52,154	Project Start	Dec-12	Jan-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 39,117	FMR	Mar-13		
				Expend Deadline Met?	11/14/13	Yes	
11ALA12	San Leandro	San Leandro LINKS Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Expenditure deadline Nov '13 FMR due Feb '14
			\$ 59,500	Project Start	Dec-12	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 47,500	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA13	Alameda CTC	Alameda County Guaranteed Ride Home (GRH) Program (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	07/05/11	Expenditure deadline Nov '13 FMR due Feb '14
			\$ 245,000	Project Start	Dec-12	Jan-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
12ALA01	Oakland	Broadway Shuttle: Fri and Sat Evening Extended Service (FY 12/13)	TFCA Award	Agreement Executed	2/1/13	12/14/12	Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 35,300	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		
12ALA04	LAVTA	Route 10 - Dublin/Pleasanton BART to Livermore ACE Station and LLNL (FY 12/13 Operations)	TFCA Award	Agreement Executed	2/1/13	1/9/13	Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 144,346	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		
12ALA05	LAVTA	ACE Shuttle Service - Route 53 (FY 12/13 Operations)	TFCA Award	Agreement Executed	2/1/13	1/9/13	Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 34,180	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		
12ALA06	LAVTA	ACE/BART Shuttle Service - Route 54 (FY 12/13 Operations)	TFCA Award	Agreement Executed	2/1/13	1/9/13	Project to start by Dec '13 Expenditures not complete FMR due Jan '15
			\$ 30,700	Project Start	Dec-13		
			TFCA Expended	Final Reimbursement	12/31/15		
				FMR	Jan-15		
				Expend Deadline Met?	10/17/14		

TFCA County Program Manager Fund

At Risk Report

Report Date: January 31, 2013

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
Completed Projects (will be removed from the next monitoring report)							
08ALA11	LAVTA	Route 10 BRT TSP and Queue Jumper Improvements	TFCA Award	Agreement Executed	1/8/09	11/19/08	Expenditure deadline Dec '10 Expenditures complete Final Invoice received Jan'11 2-yr post-project report completed Jan '13
			\$ 444,722.00	Project Start	Jul-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/11	Apr-11	
			\$ 444,722.00	FMR	Jan-13	Jan-13	
				Expend Deadline Met?	12/22/10	Yes	
10ALA05	Oakland	Broadway Shuttle - Extended Service	TFCA Award	Agreement Executed	2/17/11	01/21/11	Expenditures complete Final invoice paid \$22.90 relinquished FMR received
			\$ 166,880	Project Start	Mar-11	Feb-11	
			TFCA Expended	Final Reimbursement	12/31/13	Aug-12	
			\$ 166,857	FMR	Jan-13	Dec-12	
				Expend Deadline Met?	10/28/12	Yes	
10ALA06	Oakland	Webster/Franklin Bikeway Project	TFCA Award	Agreement Executed	2/17/11	01/20/11	Expenditures complete Final invoice paid \$33,350 relinquished FMR received
			\$ 90,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13	Oct-12	
			\$ 56,650	FMR	Jan-13	Oct-12	
				Expend Deadline Met?	10/28/12	Yes	
10ALA11	LAVTA	ACE Shuttle Service - Route 53 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditures complete Final invoice paid FMR received
			\$ 70,677	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13	Aug-12	
			\$ 70,677	FMR	Jan-13	Oct-12	
				Expend Deadline Met?	10/28/12	Yes	
10ALA12	LAVTA	ACE/BART Shuttle Service - Route 54 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditures complete Final invoice paid FMR received
			\$ 72,299	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13	Jul-12	
			\$ 72,299	FMR	Jan-13	Oct-12	
				Expend Deadline Met?	10/28/12	Yes	
11ALA11	Pleasanton	Pleasanton Trip Reduction Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditures complete Final invoice paid FMR received
			\$ 52,816	Project Start	Dec-12	Sep-11	
			TFCA Expended	Final Reimbursement	12/31/14	Nov-12	
			\$ 52,816	FMR	Feb-14	Dec-12	
				Expend Deadline Met?	11/14/13	Yes	
11ALA14	LAVTA	Route 9 Shuttle BART/Hacienda Business Park (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditures complete Final invoice paid FMR received
			\$ 42,947	Project Start	Dec-12	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/14	Jul-12	
			\$ 42,947	FMR	Jan-13	Jan-13	
				Expend Deadline Met?	11/14/13	Yes	
11ALA15	LAVTA	Route 10 - Dublin/ Pleasanton BART to Livermore ACE Station (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditures complete \$17,586 relinquished Jan '13 FMR rec'd Jan'13
			\$ 141,542	Project Start	Dec-12	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/14	Aug-12	
			\$ 123,956	FMR	Jan-13	Jan-13	
				Expend Deadline Met?	11/14/13	Yes	

Report Milestone Notes

Agmt Executed = Date TFCA Agreement executed

Project Start = Date of project initiation

FMR = Date Final Monitoring Report (Final Project Report) received by Alameda CTC

Exp. Deadline Met? = Expenditures completed by deadline (Yes/No)



Memorandum

DATE: January 28, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Jacki Taylor, Programming Analyst

SUBJECT: **Approval of Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines, Consistent with the Air District's FY 2013/14 TFCA Policies**

Recommendation

It is recommended the Commission approve the Alameda CTC TFCA Program Guidelines for FY 2013/14, consistent with the Bay Area Air Quality Management District (Air District) FY 2013/14 TFCA Policies.

Summary

It is recommended the Commission approve the Alameda CTC TFCA Program Guidelines for FY 2013/14. TFCA County Program Managers are required to review their TFCA Guidelines annually and the Alameda CTC's Guidelines were last approved by the Commission in March 2012. The proposed edits to the Alameda CTC TFCA Program Guidelines are shown in Attachment A and are consistent with the Air District Board-adopted TFCA Policies, included as Attachment B.

Discussion

TFCA funding is generated by a \$4.00 vehicle registration fee collected by the Air District. Projects that result in the reduction of motor vehicle emissions are eligible for TFCA. Eligible projects are to achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations. Projects typically funded with TFCA include shuttles, bicycle lanes and lockers, signal timing and trip reduction programs. As the TFCA Program Manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the four dollar vehicle registration fee that is collected in Alameda County for this program. Five percent of new revenue is set aside for the Alameda CTC's administration of the TFCA program. Per the Alameda CTC TFCA Guidelines, 70 percent of the available funds are to be allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. The remaining 30 percent of the funds are to be allocated to transit-related projects on a discretionary basis.

The total amount of available TFCA is required to be completely programmed on an annual basis. A jurisdiction may borrow against its projected future share in order to receive more funds in the current year, which can help facilitate the programming of all available funds. Projects proposed for TFCA funding are required to meet the eligibility and cost-effectiveness requirements of the TFCA program.

Statute requires Program Managers to annually review their programming guidelines for the TFCA Program. As specified in Section 44241 of the Health and Safety Code, the Alameda CTC, as the entity designated to receive the TFCA Program Manager funds, is required to hold a public meeting at least once a year for the purpose of adopting criteria for the expenditure of the funds and to review the expenditure of revenues. This review period will allow staff to incorporate updates to the TFCA legislation into the Alameda CTC's TFCA program, as well as consider additional comments to the program.

The Alameda CTC's Guidelines are consistent with Air District guidance and the Air District Board-adopted FY 2013/14 TFCA Policies (included for reference as Attachment B). The Air District has not proposed any substantive changes to TFCA program for FY 2013/14, but clarifications are proposed to the Alameda CTC's Guidelines based on staff's experience with administering the TFCA program.

Key proposed edits and clarifications to the Alameda CTC TFCA Program Guidelines for FY 2013/14:

- Based on Air District requirements:
 - Clarification added, regarding timely implementation of projects, that projects approved for FY 2013/14 funding must commence by the end of calendar year 2014 (i.e., by the end of the calendar year following the program approval). This milestone deadline will be tracked in the TFCA At Risk report.
- To help ensure program compliance and timely project delivery:
 - Staff recommends delegating the approval for the first and second extension requests for the expenditure deadline to staff and retaining the requirement for Board approval for the third extension. Currently, all TFCA expenditure deadline extension requests are brought to the Board for consideration.
 - Section XI has been expanded to include examples of reimbursable costs.

Additional proposed edits are clarifications to the current Alameda CTC TFCA Program Guidelines.

Attachment

Attachment A: Draft FY 2013/14 Alameda CTC TFCA County Program Manager Fund Guidelines

Attachment B: Air District FY 2013/14 TFCA County Program Manager Policies

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION FUND FOR CLEAN AIR
(TFCA) PROGRAM GUIDELINES**

I. BACKGROUND

Pursuant to the 1998 California Clean Air Act, the Bay Area Air Quality Management District (Air District) is required to adopt a Clean Air Plan (CAP), which describes how the region will work toward compliance with State and Federal ambient air quality standards and make progress on climate protection. To reduce emissions from motor vehicles, the 2010 CAP includes transportation control measures (TCMs) and mobile source measures (MSMs). A TCM is defined as any strategy to reduce vehicle trips, vehicle use, vehicle miles traveled, vehicle idling, or traffic congestion for the purpose of reducing motor vehicle emissions. MSMs encourage the retirement of older, more polluting vehicles and the introduction of newer, less polluting motor vehicle technologies.

To fund the implementation of TCMs and MSMs, the State Legislature, through AB 434 (Sher; Statutes of 1991) and AB 414 (Sher, Statutes of 1995), authorized the Air District to collect a fee of up to \$4 per vehicle per year for reducing air pollution from motor vehicles and for related planning and programs. This legislation requires the Air District to allocate 40% of the revenue to an overall program manager in each county. The overall program manager must be designated by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population.

AB 414 references the trip reduction requirements in the Congestion Management Program (CMP) legislation and states that Congestion Management Agencies (CMAs) in the Bay Area that are designated as AB 434 program managers “shall ensure that those funds are expended as part of an overall program for improving air quality and for the purposes of this chapter (the CMP Statute).” The Air District has interpreted this language to allow a wide variety of transportation control measures as now eligible for funding by program managers, including an expansion of eligible transit, rail and ferry projects.

AB 414 adds a requirement that County Program Managers adopt criteria for the expenditure of the county subventions and to review the expenditure of the funds. The content of the criteria and the review were not specified in the bill. However, the Air District has specified that any criteria used by a Program Manager must allocate funding to projects that are: 1) eligible under the law, 2) reduce motor vehicle emissions, 3) implement the relevant Transportation Control Measures and/or Mobile Source Measures in the Air District’s most recently approved strategy(ies) for state and national ozone standards (2010 Clean Air Plan, or CAP), and 4) are not planning or technical studies.

II. ELIGIBLE PROJECTS

Only projects that result in the reduction of motor vehicle emissions are eligible for TFCA funding. Projects must achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations at the time of the execution of a funding agreement between the program manager (Alameda CTC) and the project sponsor.

Projects and programs eligible for funding from revenues generated by this fee include (consistent with the project types authorized under the California Health and Safety Code (HSC) Section 44241):

1. Implementation of rideshare programs;
2. Purchase or lease of clean fuel buses for school districts and transit operators;
3. Provision of local feeder bus or shuttle service to rail and ferry stations and to airports;
4. Implementation and maintenance of local arterial traffic management, including, but not limited to, signal timing, transit signal preemption, bus stop relocation and “smart streets”;
5. Implementation of rail-bus integration and regional transit information systems;
6. Implementation of demonstration projects in telecommuting and in congestion pricing of highways, bridges and public transit-;
7. Implementation of vehicle-based projects to reduce mobile source emissions, including, but not limited to light duty vehicles with a gross vehicle weight (GVW) of 10,000 pounds or lighter, engine repowers (subject to Air District approval on a case-by-case basis), engine retrofits, fleet modernization, alternative fuels, and advanced technology demonstrations-;
8. Implementation of smoking vehicles program;
9. Implementation of bicycle facility improvement projects that are included in an adopted countywide bicycle plan or congestion management program; and
10. Design and construction by local public agencies of physical improvements that support development projects that achieve motor vehicle emission reductions. The projects and the physical improvements shall be identified in an approved area-specific plan, redevelopment plan, general plan, or other similar plan.

Projects that are authorized by the HSC section 44241 and achieve TFCA cost-effectiveness, but do not fully meet the Air District’s current TFCA Policies are subject to Air District approval on a case-by-case basis.

TFCA funds may not be used for:

- Planning activities that are not directly related to the implementation of a specific project; or
- The purchase of personal computing equipment for an individual's home use.

III. COST EFFECTIVENESS

The Air District requires the evaluation of all proposed and completed projects for TFCA cost-effectiveness. The Alameda CTC will measure the effectiveness level of TFCA-funded projects using the TFCA cost of the project divided by an estimate of the total tons of emissions reduced (reactive organic gases (ROG), oxides of nitrogen (NOx), and weighted particulate matter ten microns in diameter and smaller (PM₁₀)) due to the project. These are used to calculate a cost effectiveness number of \$/ton. The Alameda CTC will only approve projects with a TFCA cost effectiveness, on an individual project basis-, equal to or less than \$90,000 of TFCA funds per ton of total ROG, NOx and weighted PM₁₀ emissions reduced -(\$/ton). Project sponsors are required to provide the data necessary to evaluate projects for TFCA cost-effectiveness. This may include but is not limited to transit ridership, verifiable survey data, bicycle counts, and results from comparable projects.

IV. GENERAL PROGRAM STRUCTURE

As the overall program manager in Alameda County, the Alameda CTC is allocated 40% of the funds collected in Alameda County. The Air District will advance these funds to the Alameda CTC in biannual installments each fiscal year. The Alameda CTC must program the TFCA revenue received each year within the Air District's allowable time period. Any unallocated funds may be reallocated by the Air District.

The TFCA funds programmed by the Alameda CTC will be distributed as follows:

- A maximum of 5% of the annual revenue to the Alameda CTC for program implementation and administration.
- 70% of the remaining funds to be allocated to the cities/county based on population as follows:
 - A minimum of \$10,000 to each jurisdiction.
 - City population will be updated annually based on State Department of Finance (DOF) estimates.
 - The 70% funds will be programmed annually in its own call for projects or in a coordinated call for projects with like funding sources.
 - A city or the county, with approval from the Alameda CTC, may choose to roll its annual 70% allocation into a future program year.
 - A jurisdiction may borrow against its projected future year share in order to use rolled over funds from other jurisdictions available in the current year.
 - Relinquished funds from a city's or the county's completed projects are made available to the same jurisdiction through its 70% allocation for reprogramming to future projects.
 - The Board may also program against future TFCA revenue for projects that are larger than the annual funds available.
- 30% of the funds allocated to transit related projects on a discretionary basis, as follows:
 - 30% funds will be programmed annually in its own call for projects or in a coordinated call for projects with like funding sources.
 - Projects competing for the 30% discretionary funds will be evaluated based on the total emissions reductions projected as a result of the project. Projects will be prioritized based on the TFCA cost-effectiveness evaluation. When this calculation is not sufficient to prioritize candidate projects, the Alameda CTC Board may also consider the emissions reductions per total project dollar invested for the project and the matching funds provided by the project sponsor.
 - Relinquished funds from completed discretionary projects are returned to the 30% revenue for reprogramming in future funding cycles.
 - The Board may also program against future TFCA revenue for projects that are larger than the annual funds available.

The minimum TFCA funding request is \$50,000, unless the project sponsor can show special and unusual circumstances to set this limit aside.

V. PROGRAM SCHEDULE

Below is the 2013 schedule for the FY 2013/14 program:

February ____ Annual review of Alameda County TFCA Program Guidelines. A call for projects will be issued by the Alameda CTC. Alameda CTC adopts resolution endorsing the programming of TFCA funds consistent with the Expenditure Plan Application.

March Expenditure Plan Application due to Air District. Project applications due to Alameda CTC.

April Semi-annual project status reports due to Alameda CTC.

May - June Review of draft program by Alameda CTC Board. Alameda CTC submits Semi-annual Report to Air District by May 31st.

June - July Final program approval by Alameda CTC Board.

September For on-going projects, annual status reports from project sponsors due to the Alameda CTC.

October Alameda CTC submits Annual Report to Air District by October 31st.

Schedule subject to modification based on schedule changes imposed by the Air District and previous programming actions by the Alameda CTC.

VI. APPLICATION PROCESS

Project sponsors shall complete the Alameda CTC TFCA funding application. The application is updated annually and may be included in a coordinated call for projects process that consolidates like fund sources. The type of information required for the application includes the following:

- 1. Partner agencies/organizations:** If the project is sponsored by more than one agency, the applicant shall list the partner agencies, including the point of contact(s).
- 2. TFCA Funding Category:** The applicant shall indicate whether the funds applied for are from the 70% city/county funds or the 30% transit discretionary funds. Project sponsors may choose to rollover their 70% funds to into a future fiscal year 70% allocation. Project sponsors may also request to reprogram any remaining TFCA funds from previous projects or allocations in their jurisdiction, to the proposed project.
- 3. Funding Sources/Budget:** Applicants shall include a funding plan listing all funding sources and amounts (including regional 60% TFCA funds and unsecured funds). Applicants shall include a project budget listing the total project cost by phase and cost type.
- 4. Schedule and Project Milestones:** Applicants shall include project schedule and milestones.
- 5. Project Data:** Applicants shall submit the requested project-related data necessary to determine eligibility and calculate the estimated emissions reductions and cost-effectiveness.
- 6. Transportation Control Measures (TCM) and Mobile Source Measures (MSM):** Applicants shall list the TCMs and/or MSMs from the Air District's most recently approved strategies for state and national ozone standards that are applicable to the project.

VII. MONITORING REQUIREMENTS

The Air District requires a pre- and post-project evaluation of emissions reductions. The first is an estimate of the projected emissions reduction. Sponsors must provide data for this calculation in the project application.

Sponsors must also conduct post-project monitoring and/or surveys (known as the monitoring requirements) as specified in the fund transfer agreement for the project. This information is required for the post-project evaluation of emissions reductions.

Project sponsors requesting TFCA reimbursement for monitoring costs shall provide the estimated cost in the TFCA application. The cost of collecting data to fulfill the TFCA monitoring requirements is considered an administrative project cost. Administrative project costs reimbursed by TFCA are limited to a total of 5% of the TFCA funds received. ~~The cost of the monitoring requirements data collection efforts should not exceed 5% of the total project budget (including both TFCA and non-TFCA funds).~~

VIII. INSURANCE REQUIREMENTS

Each Project Sponsor must maintain general liability insurance, workers compensation insurance and additional insurance as appropriate for specific projects, with coverage amounts specified in the project funding agreement, throughout the life of the project.

This section provides guidance on the insurance coverage and documentation typically required for TFCA Program Manager Fund projects. Note that the Air District reserves the right to specify different types or levels of insurance in the funding agreement. The typical funding agreement requires that each project sponsor provide documentation showing that the project sponsor meets the following requirements for each of its projects.

- 1. Liability Insurance** with a limit of not less than \$1,000,000 per occurrence, of the type usual and customary to the business of the Project Sponsor, and to the operation of the vehicles, vessels, engines or equipment operated by the Project Sponsor.
- 2. Property Insurance** in an amount of not less than the insurable value of Project Sponsor's vehicles, vessels, engines or equipment funded under the Agreement, and covering all risks of loss, damage or destruction of such vehicles, vessels, engines or equipment.
- 3. Worker's Compensation Insurance** for construction projects including but not limited to bike/pedestrian paths, bike lanes, smart growth and vehicle infrastructure, as required by California law and employers insurance with a limit not less than \$1 million.

Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A, VII. The Air District may, at its sole discretion, waive or alter this requirement or accept self-insurance in lieu of any required policy of insurance.

The following table lists the types of insurance coverage generally required for each project type. The requirements may differ in specific cases.

County Program Manager Fund Contract Activity:

Insurance Required:

Vehicle Purchase and lease / Engine retrofits	Automobile Liability and Automobile Physical Damage
Operation of shuttle to/from transit hubs	Commercial General Liability, Automobile Liability and Automobile Physical Damage
Construction projects including: bicycle/pedestrian overpass; bicycle facilities including bike paths, lanes, and routes; smart growth and traffic calming; and vehicle infrastructure.	Commercial General Liability, Automobile Liability and Worker's Compensation
Bicycle lockers and racks, Arterial Management, and Signal Timing	Commercial General Liability
Guaranteed Ride Home programs, transit marketing programs, and transit pass subsidy or commute incentives.	None

IX. FUNDING AGREEMENT, REPORTS AND AUDIT REQUIREMENTS

Prior to receiving any reimbursement of funds, project sponsors must execute a fund transfer agreement with the Alameda CTC. The fund transfer agreement includes a description of the project/program to be funded and specifies the terms and conditions for the expenditure of funds, including audit requirements.

An executed funding agreement between the Air District and the Alameda CTC constitutes final approval and obligation for the Air District to fund a project. Costs incurred prior to the execution of the funding agreement between the Air District and Alameda CTC will not be reimbursed. An executed funding agreement between the Alameda CTC and project sponsor is required before any reimbursements will be made. The funding agreement between the Alameda CTC and project sponsor is to be executed within three months from the date the funding agreement is provided to the project sponsor. After the three month deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed.

Project sponsors will be required to submit semi-annual progress reports to the Alameda CTC which provide project status and itemize the expenditure of funds for each project. Project sponsors are also required to submit a final project report upon completion of the project, which includes monitoring requirements.

All projects will be subject to a performance audit including project monitoring requirements established by the Air District. Project sponsors will, for the duration of the project/program, and for three (3) years following completion, make available to the Air District or to an independent auditor, all records relating to expenses incurred in implementing the projects.

X. TIMELY IMPLEMENTATION OF PROJECTS AND USE OF FUNDS

The enabling legislation requires project sponsors to encumber and expend funds within two years, unless a time extension has been granted. To ensure the timely implementation of projects and use of funds, the following timelines will be imposed for each program year:

1. Within two months of receipt of funds from the Air District, the Alameda CTC will send out fund transfer agreements to each project sponsor.
2. Project sponsors must execute a fund transfer agreement with the Alameda CTC within three months of receipt of an agreement from the Alameda CTC ~~to ensure that the agreement is executed within six months from the execution of the funding agreement between the Air District and the Alameda CTC.~~ The executed fund transfer agreement must contain an expenditure plan for implementation of the project. After the deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed ~~by the Air District.~~
3. Project sponsors must initiate implementation of a project within three months of the date of receipt of the executed fund transfer agreement from the Alameda CTC, unless an extended schedule has been approved in advance by the Alameda CTC. The Alameda CTC will not approve an extended schedule with a project start date beyond calendar year 2014.
4. Funds must be expended within two years from the date of the first receipt of funds by the Alameda CTC from the Air District. The Alameda CTC ~~Board~~ may, if it finds that significant progress has been made on a project, approve no more than two one-year schedule extensions for a project. Additional schedule extension requests can only be granted with approval from the Alameda CTC Board and Air District.
5. Sponsors must submit requests for reimbursement at least once per fiscal year. Requests must be submitted within six (6) months after the end of the fiscal year, defined as the period from July 1 to June 30. All final requests for reimbursement must be submitted no later than the submittal date of the Final Project Report.
6. Sponsors must submit semi-annual progress reports within the period established by the Air District.
7. Sponsors must submit required Final Project Reports (project monitoring reports) within three months of project completion or, as applicable, within three months after the post-project evaluation period as established in the funding agreement.
8. An at risk report will be presented to Alameda CTC Committees periodically to advise sponsors of upcoming critical dates and deadlines.

Any sponsor that does not comply with any of the above requirements within the established time frames will be given written notice from the Alameda CTC that they have 60 days in which to comply. Failure to comply within 60 days will result in the reprogramming of the funds allocated to that project, and the project sponsor will not be permitted to apply for new projects until the sponsor has demonstrated to the Alameda CTC that steps have been taken to avoid future violations of this policy.

XI. REIMBURSABLE COSTS AND REIMBURSEMENT OF FUNDS

TFCA funds can be used for project implementation costs as follows:

- Project implementation costs are charges associated with implementing a specific TFCA-funded project, including:
 - Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to implementation of the TFCA project,
 - Capital costs,
 - Capital equipment and installation costs,
 - Shuttle driver labor and equipment maintenance costs,
 - Shuttle driver labor costs,
 - Labor costs related to capital purchases,
 - Operator or personnel training directly related to project implementation,
 - Contractor labor charges related to the TFCA project,
 - Travel, and training and associated personnel costs that only if these costs are directly related to the implementation of the TFCA-funded project (e.g., the cost of training mechanics to service TFCA-funded natural gas clean air vehicles),
 - Indirect costs associated with implementing the project, including reasonable overhead costs incurred to provide a physical place of work (e.g., rent, utilities, office supplies), general support services (e.g., payroll, reproduction) and managerial oversight, and
 - Sponsor may choose not to charge any indirect costs to a TFCA project.

Upon execution of a fund transfer agreement, project sponsors may request reimbursement for documented project expenses. All project costs must be identified in the budget from the approved grant application and conform to the project scope included in attachment A of the TFCA funding agreement. For each reimbursement request, project sponsors must complete the TFCA "Request for Reimbursement of Funds" form attached to the fund transfer agreement. The form must have an original signature by an authorized person, and should be sent to the attention of Alameda CTC's Financial Officer.

The form must be accompanied by the following documentation:

1. **Direct Costs:** Direct project costs are directly and solely related to the implementation of the project. Documentation includes copies of paid invoices and evidence of payment.
2. **Labor Charges:** Hourly labor charges are the sum of the salary paid to an employee plus the cost of fringe benefits provided, expressed on the basis of hours worked. Documentation of hourly charges includes payroll records indicating job title, hourly pay rate, and time sheets indicating time worked on project (other accounting methods to allocate and document staff time will be considered on a case by case basis).
3. **Indirect Costs:** Indirect costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. Sponsor will be required to submit an Indirect Cost Rate proposal for approval in advance. ~~by the Air. The Air District relies on OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments for determining appropriate~~

~~Indirect Costs for TFCA projects. The required documentation for indirect project costs would be similar to what is required for direct costs and hourly labor charges.~~

4. **Administrative Costs:** Administrative costs that are reimbursable to a project sponsor are limited to a maximum of 5% of the total TFCA funds received. Administrative project costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. The required documentation for administrative project costs would be similar to what is required for direct costs and hourly labor charges.~~Administrative project costs include cost associated with entering into a TFCA funding agreement and fulfilling monitoring, reporting and record keeping requirements, including accounting, annual reporting, invoices and final reports. Administrative costs proposed for reimbursement by TFCA are to be identified in the approved grant application. Sponsor may choose not to charge any administrative costs to a TFCA project.~~

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Appendix D: Board-Adopted TFCA County Program Manager Fund Policies for FYE 2014

Adopted November 7, 2012

The following Policies apply only to the Transportation Fund for Clean Air (TFCA) County Program Manager Fund.

BASIC ELIGIBILITY

1. **Reduction of Emissions:** Only projects that result in the reduction of motor vehicle emissions within the Air District's jurisdiction are eligible.

Projects must conform to the provisions of the California Health and Safety Code (HSC) sections 44220 et seq. and these Air District Board of Directors adopted TFCA County Program Manager Fund Policies for FYE 2014.

Projects must achieve surplus emission reductions, i.e., reductions that are beyond what is required through regulations, ordinances, contracts, and other legally binding obligations at the time of the execution of a grant agreement between the County Program Manager and the grantee. Projects must also achieve surplus emission reductions at the time of an amendment to a grant agreement if the amendment modifies the project scope or extends the project completion deadline.

2. **TFCA Cost-Effectiveness:** Projects must achieve TFCA cost-effectiveness, on an individual project basis, equal to or less than \$90,000 of TFCA funds per ton of total of emissions reduced, unless a different value is specified in the policy for that project type. (See "Eligible Project Categories" below.) Cost-effectiveness is based on the ratio of TFCA funds divided by the sum total tons of reactive organic gases (ROG), oxides of nitrogen (NOx), and weighted particulate matter 10 microns in diameter and smaller (PM10) reduced (\$/ton). All TFCA-generated funds (e.g., TFCA Regional Funds, reprogrammed TFCA funds) that are awarded or applied to a project must be included in the evaluation. For projects that involve more than one independent component (e.g., more than one vehicle purchased, more than one shuttle route, etc.), each component must achieve this cost-effectiveness requirement.

County Program Manager administrative costs are excluded from the calculation of a project's TFCA cost-effectiveness.

3. **Eligible Projects, and Case-by-Case Approval:** Eligible projects are those that conform to the provisions of the HSC section 44241, Air District Board adopted policies and Air District guidance. On a case-by-case basis, County Program Managers must receive approval by the Air District for projects that are authorized by the HSC section 44241 and achieve Board-adopted TFCA cost-effectiveness but do not fully meet other Board-adopted Policies.
4. **Consistent with Existing Plans and Programs:** All projects must comply with the transportation control measures and mobile source measures included in the Air District's most recently approved plan for achieving and maintaining State and national ambient air quality standards,

which are adopted pursuant to HSC sections 40233, 40717 and 40919, and, when applicable, with other adopted State, regional, and local plans and programs.

5. **Eligible Recipients:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing with the Air District.
 - A. Public agencies are eligible to apply for all project categories.
 - B. Non-public entities are only eligible to apply for new alternative-fuel (light, medium, and heavy-duty) vehicle and infrastructure projects, and advanced technology demonstrations that are permitted pursuant to HSC section 44241(b)(7).
6. **Readiness:** Projects must commence in calendar year 2014 or sooner. “Commence” includes any preparatory actions in connection with the project’s operation or implementation. For purposes of this policy, “commence” can mean the issuance of a purchase order to secure project vehicles and equipment, commencement of shuttle and ridesharing service, or the delivery of the award letter for a construction contract.
7. **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years. Grant applicants that seek TFCA funds for additional years must reapply for funding in the subsequent funding cycles.

APPLICANT IN GOOD STANDING

8. **Independent Air District Audit Findings and Determinations:** Grantees who have failed either the fiscal audit or the performance audit for a prior TFCA-funded project awarded by either County Program Managers or the Air District are excluded from receiving an award of any TFCA funds for five (5) years from the date of the Air District’s final audit determination in accordance with HSC section 44242, or duration determined by the Air District Air Pollution Control Officer (APCO). Existing TFCA funds already awarded to the project sponsor will not be released until all audit recommendations and remedies have been satisfactorily implemented. A failed fiscal audit means a final audit report that includes an uncorrected audit finding that confirms an ineligible expenditure of TFCA funds. A failed performance audit means that the program or project was not implemented in accordance with the applicable Funding Agreement or grant agreement.

A failed fiscal or performance audit of the County Program Manager or its grantee may subject the County Program Manager to a reduction of future revenue in an amount equal to the amount which was inappropriately expended pursuant to the provisions of HSC section 44242(c)(3).

9. **Authorization for County Program Manager to Proceed:** Only a fully executed Funding Agreement (i.e., signed by both the Air District and the County Program Manager) constitutes the Air District’s award of County Program Manager Funds. County Program Managers may only incur costs (i.e., contractually obligate itself to allocate County Program Manager Funds) after the Funding Agreement with the Air District has been executed.
10. **Insurance:** Both the County Program Manager and each grantee must maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific projects, with required coverage amounts provided in Air District guidance and final amounts specified in the respective grant agreements.

INELIGIBLE PROJECTS

11. **Duplication:** Grant applications for projects that provide additional TFCA funding for existing TFCA-funded projects (e.g., Bicycle Facility Program projects) that do not achieve additional emission reductions are ineligible. Combining TFCA County Program Manager Funds with other TFCA-generated funds that broaden the scope of the existing project to achieve greater emission reductions is not considered project duplication.
12. **Planning Activities:** A grantee may not use any TFCA funds for planning related activities unless they are directly related to the implementation of a project or program that results in emission reductions.
13. **Employee Subsidies:** Projects that provide a direct or indirect financial transit or rideshare subsidy or shuttle/feeder bus service exclusively to the grantee's employees are not eligible.

USE OF TFCA FUNDS

14. **Cost of Developing Proposals:** Grantees may not use TFCA funds to cover the costs of developing grant applications for TFCA funds.
15. **Combined Funds:** TFCA fund may be combined with other grants (e.g., with TFCA Regional Funds or State funds) to fund a project that is eligible and meets the criteria for all funding sources.
16. **Administrative Costs:** The County Program Manager may not expend more than five percent (5%) of its County Program Manager Funds for its administrative costs. The County Program Manager's costs to prepare and execute its Funding Agreement with the Air District are eligible administrative costs. Interest earned on County Program Manager Funds shall not be included in the calculation of the administrative costs. To be eligible for reimbursement, administrative costs must be clearly identified in the expenditure plan application and in the Funding Agreement, and must be reported to the Air District.
17. **Expend Funds within Two Years:** County Program Manager Funds must be expended within two (2) years of receipt of the first transfer of funds from the Air District to the County Program Manager in the applicable fiscal year, unless a County Program Manager has made the determination based on an application for funding that the eligible project will take longer than two years to implement. Additionally, a County Program Manager may, if it finds that significant progress has been made on a project, approve no more than two one-year schedule extensions for a project. Any subsequent schedule extensions for projects can only be given on a case-by-case basis, if the Air District finds that significant progress has been made on a project, and the Funding Agreement is amended to reflect the revised schedule.
18. **Unallocated Funds:** Pursuant to HSC 44241(f), any County Program Manager Funds that are not allocated to a project within six months of the Air District Board of Directors approval of the County Program Manager's Expenditure Plan may be allocated to eligible projects by the Air District. The Air District shall make reasonable effort to award these funds to eligible projects in the Air District within the same county from which the funds originated.
19. **Incremental Cost (for the purchase or lease of new vehicles):** For new vehicles, TFCA funds awarded may not exceed the incremental cost of a vehicle after all rebates, credits,

and other incentives are applied. Such financial incentives include manufacturer and local/state/federal rebates, tax credits, and cash equivalent incentives. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle, and its new conventional vehicle counterpart that meets the most current emissions standards at the time that the project is evaluated.

20. **Reserved.**

21. **Reserved.**

ELIGIBLE PROJECT CATEGORIES

22. Alternative Fuel Light-Duty Vehicles:

Eligibility: For TFCA purposes, light-duty vehicles are those with a gross vehicle weight rating (GVWR) of 8,500 lbs. or lighter. Eligible alternative light-duty vehicle types and equipment eligible for funding are:

- A. Purchase or lease of new hybrid-electric, electric, fuel cell, and CNG/LNG vehicles certified by the CARB as meeting established super ultra low emission vehicle (SULEV), partial zero emission vehicle (PZEV), advanced technology-partial zero emission vehicle (AT-PZEV), or zero emission vehicle (ZEV) standards.
- B. Purchase or lease of new electric neighborhood vehicles (NEV) as defined in the California Vehicle Code.
- C. CARB emissions-compliant vehicle system retrofits that result in reduced petroleum use (e.g., plug-in hybrid systems).

Gasoline and diesel (non-hybrid) vehicles are not eligible for TFCA funds. Funds are not available for non-fuel system upgrades, such as transmission and exhaust systems, and should not be included in the incremental cost of the project.

23. Alternative Fuel Medium Heavy-Duty and Heavy Heavy-Duty Service Replacement Vehicles (low-mileage utility trucks in idling service):

Eligibility: For TFCA purposes, medium and heavy-duty service vehicles are on-road motor vehicles with a GVWR of 14,001 lbs. or heavier. Eligible alternative fuel service vehicles are only those vehicles in which engine idling is required to perform the vehicles' primary service function (for example, trucks with engines to operate cranes or aerial buckets). In order to qualify for this incentive, each new vehicle must be placed into a service route that has a minimum idling time of 520 hours/year, and a minimum mileage of 500 miles/year. Eligible MHDV and HHDV vehicle types for purchase or lease are:

- A. New hybrid-electric, electric, and CNG/LNG vehicles certified by the CARB or that are listed by the IRS as eligible for a federal tax credit pursuant to the Energy Policy Act of 2005.

Scrapping Requirements: Grantees with a fleet that includes model year 1998 or older heavy-duty diesel vehicles must scrap one model year 1998 or older heavy-duty diesel vehicle for each new vehicle purchased or leased under this grant. Costs related to the scrapping of heavy-duty vehicles are not eligible for reimbursement with TFCA funds.

24. Alternative Fuel Heavy-Duty Replacement Vehicles (high mileage):

Eligibility: For TFCA purposes, Alternative Fuel Heavy-Duty Vehicles are defined as follows: Light-heavy-duty vehicles (LHDV) are those with a GVWR between 8,501 lbs. and 14,000 lbs., medium-heavy-duty vehicles (MHDV) are those with a GVWR between 14,001 lbs. and 33,000 lbs., and heavy-heavy-duty vehicles (HHDV) are those with a GVWR equal to or greater than 33,001 lbs. Eligible LHDV, MHDV and HHDV vehicle types for purchase or lease are:

- A. New hybrid-electric, electric, and CNG/LNG vehicles certified by the CARB or that are listed by the IRS as eligible for a federal tax credit pursuant to the Energy Policy Act of 2005.

TFCA funds may not be used to pay for non-fuel system upgrades such as transmission and exhaust systems.

Scrapping requirements are the same as those in Policy #23.

25. **Alternative Fuel Bus Replacement:**

Eligibility: For purposes of transit and school bus replacement projects, a bus is any vehicle designed, used, or maintained for carrying more than 15 persons, including the driver. A vehicle designed, used, or maintained for carrying more than 10 persons, including the driver, which is used to transport persons for compensation or profit, or is used by any nonprofit organization or group, is also a bus. A vanpool vehicle is not considered a bus. Buses are subject to the same eligibility requirements listed in Policy #24 and the same scrapping requirements listed in Policy #23.

26. **Alternative Fuel Infrastructure:**

Eligibility: Eligible refueling infrastructure projects include new dispensing and charging facilities, or additional equipment or upgrades and improvements that expand access to existing alternative fuel fueling/charging sites (e.g., electric vehicle, CNG). This includes upgrading or modifying private fueling/charging sites or stations to allow public and/or shared fleet access. TFCA funds may be used to cover the cost of equipment and installation. TFCA funds may also be used to upgrade infrastructure projects previously funded with TFCA-generated funds as long as the equipment was maintained and has exceeded the duration of its years of effectiveness after being placed into service.

TFCA-funded infrastructure projects must be available to and accessible by the public. Equipment and infrastructure must be designed, installed and maintained as required by the existing recognized codes and standards and approved by the local/state authority.

TFCA funds may not be used to pay for fuel, electricity, operation, and maintenance costs.

- 27. **Ridesharing Projects:** Eligible ridesharing projects provide carpool, vanpool or other rideshare services. Projects that provide a direct or indirect financial transit or rideshare subsidy are also eligible under this category.

28. **Shuttle/Feeder Bus Service:**

These projects link a mass transit hub (i.e., rail or Bus Rapid Transit (BRT) station, ferry or bus terminal, airport) to or from a final destination. These projects are intended to reduce single-occupancy, commonly-made vehicle trips (e.g., commuting or shopping center trips) by enabling riders to travel the remaining, relatively short, distance between a mass transit hub and the nearby

final destination. The final destination must be a distinct commercial, employment or residential area. The project's route must operate to or from a mass transit hub and must coordinate with the transit schedules of the connecting mass transit's services. Project routes cannot replace or duplicate an existing local transit service. These services are intended to support and complement the use of existing major mass transit services.

Shuttle/feeder bus service applicants must be either:

- 1) a public transit agency or transit district that directly operates the shuttle/feeder bus service; or
- 2) a city, county, or any other public agency.

The project applicant must submit documentation from the General Manager of the transit district or transit agency that provides service in the area of the proposed shuttle route, which demonstrates that the proposed shuttle service does not duplicate or conflict with existing transit agency service.

The following is a listing of eligible vehicle types that may be used for service:

- A. a zero-emission vehicle (e.g., electric, hydrogen)
- B. an alternative fuel vehicle (CNG, liquefied natural gas, propane);
- C. a hybrid-electric vehicle;
- D. a post-1998 diesel vehicle with a CARB Verified Diesel Emission Control Strategy (e.g., retrofit); or
- E. a post-1990 gasoline-fueled vehicle.

Pilot shuttle/feeder bus service projects are required to meet a cost-effectiveness of \$125,000/ton during the first two years of operation (see Policy #2). A pilot project is a defined route that is at least 70% unique and has not previously been funded through TFCA. Applicants must provide data supporting the demand for the service, letters of support from potential users and providers, and plans for financing the service in the future.

29. **Bicycle Projects:**

New bicycle facility projects that are included in an adopted countywide bicycle plan or Congestion Management Program (CMP) are eligible to receive TFCA funds. Eligible projects are limited to the following types of bicycle facilities for public use that result in motor vehicle emission reductions:

- A. New Class-1 bicycle paths;
- B. New Class-2 bicycle lanes;
- C. New Class-3 bicycle routes;
- D. New bicycle boulevards;
- E. Bicycle racks, including bicycle racks on transit buses, trains, shuttle vehicles, and ferry vessels;
- F. Bicycle lockers;
- G. Capital costs for attended bicycle storage facilities;
- H. Purchase of two-wheeled or three-wheeled vehicles (self-propelled or electric), plus mounted equipment required for the intended service and helmets; and
- I. Development of a region-wide web-based bicycle trip planning system.

All bicycle facility projects must, where applicable, be consistent with design standards published in the California Highway Design Manual.

30. Arterial Management:

Arterial management grant applications must identify a specific arterial segment and define what improvement(s) will be made to affect traffic flow on the identified arterial segment. Projects that provide routine maintenance (e.g., responding to citizen complaints about malfunctioning signal equipment) are not eligible to receive TFCA funds. Incident management projects on arterials are eligible to receive TFCA funds. Transit improvement projects include, but are not limited to, bus rapid transit and transit priority projects. For signal timing projects, TFCA funds may only be used for local arterial management projects where the affected arterial has an average daily traffic volume of 20,000 motor vehicles or more, or an average peak hour traffic volume of 2,000 motor vehicles or more (counting volume in both directions). Each arterial segment must meet the cost-effectiveness requirement in Policy #2.

31. Smart Growth/Traffic Calming:

Physical improvements that support development projects and/or calm traffic, resulting in motor vehicle emission reductions, are eligible for TFCA funds, subject to the following conditions:

- A. The development project and the physical improvements must be identified in an approved area-specific plan, redevelopment plan, general plan, bicycle plan, pedestrian plan, traffic-calming plan, or other similar plan; and
- B. The project must implement one or more transportation control measures (TCMs) in the most recently adopted Air District plan for State and national ambient air quality standards. Pedestrian projects are eligible to receive TFCA funds.
- C. The project must have a completed and approved environmental plan.

Traffic calming projects are limited to physical improvements that reduce vehicular speed by design and improve safety conditions for pedestrians, bicyclists or transit riders in residential retail, and employment areas.

Appendix E: Glossary of Terms

The following is a glossary of terms found in the TFCA County Program Policies:

Final audit determination - The determination by the Air District of a County Program Manager or grantee's TFCA program or project, following completion of all procedural steps set forth in HSC section 44242(a) – (c).

Funding Agreement - The agreement executed by and between the Air District and the County Program Manager for the allocation of County Program Manager Funds for the respective fiscal year.

Grant Agreement - The agreement executed by and between the County Program Manager and a grantee.

Grantee - Recipient of an award of TFCA Funds from the County Program Manager to carry out a TFCA project and who executes a grant agreement with the County Program Manager to implement that project. A grantee is also known as a project sponsor.

TFCA funds - Grantee's allocation of funds, or grant, pursuant to an executed grant agreement awarded pursuant to the County Program Manager Fund Funding Agreement.

TFCA-generated funds - The Transportation Fund for Clean Air (TFCA) program funds generated by the \$4 surcharge on motor vehicle registration fees that are allocated through the Regional Fund and the County Program Manager Fund.



Memorandum

DATE: January 22, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Jacki Taylor, Programming Analyst

SUBJECT: **Approval of Transportation for Clean Air (TFCA) FY 2013/14 Expenditure Plan Application**

Recommendation

It is recommended the Commission approve Resolution 13-006, regarding the submittal of the FY 2013/14 TFCA County Program Manager Fund Expenditure Plan Application to the Bay Area Air Quality Management District (Air District).

Summary

The attached Alameda CTC Resolution and TFCA Expenditure Plan Application are due to the Air District by March 4, 2013, prior to a detailed program of projects. For FY 2013/14, the Expenditure Plan Application includes approximately \$1.885 million of TFCA funds for projects.

Background

TFCA funding is generated by a \$4.00 vehicle registration fee collected by the Bay Area Air Quality Management District (Air District). Projects that result in the reduction of motor vehicle emissions are eligible for TFCA. Eligible projects are to achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations. Projects typically funded with TFCA include shuttles, bicycle lanes and lockers, signal timing and trip reduction programs. As the TFCA Program Manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the four dollar vehicle registration fee that is collected in Alameda County for this program. Five percent of new revenue is set aside for the Alameda CTC's administration of the TFCA program. Per the Alameda CTC TFCA Guidelines, 70 percent of the available funds are to be allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. The remaining 30 percent of the funds are to be allocated to transit-related projects on a discretionary basis.

A jurisdiction may borrow against its projected future share in order to receive more funds in the current year, which can help facilitate the programming of all available funds. Projects proposed

for TFCA funding are required to meet the eligibility and cost-effectiveness requirements of the TFCA program.

The revenue in the attached FY 2013/14 Expenditure Plan Application includes:

- New projected revenue for FY 2013/14: \$1,896,911
- Earned interest for calendar year 2012: \$11,091
- Relinquished revenue through 12/31/12: \$71,615

Five percent of the new projected revenue is reserved for the Alameda CTC's administration of the TFCA program. The amount available to program to projects is \$1,884,772. This amount includes relinquished funds from completed projects and earned interest.

The Expenditure Plan Application is due to the Air District by March 4, 2013. Following the Air District's approval, the Alameda CTC will enter into a funding agreement with the Air District and will have six months to submit a Board-approved program of eligible projects. A TFCA call for projects is scheduled for late February 2013 with applications due to the Alameda CTC in late March. A draft FY 2013/14 TFCA program is scheduled for the Commission's consideration in June 2013.

Financial Impact:

This programming action has no financial impact to the Alameda CTC. The revenue included in this TFCA program is made available by the Air District. Costs associated with the Alameda CTC's administration of the TFCA program are included in the current Alameda CTC's budget.

Attachments:

- Attachment A: Alameda CTC Resolution 13-006
- Attachment B: FY 2013/14 TFCA Expenditure Plan Application

RESOLUTION 13-006

WHEREAS, as of July 2010, the Alameda County Transportation Commission (“Alameda CTC”) was designated as the overall Program Manager for the Transportation Fund for Clean Air (“TFCA”) County Program Manager Fund for Alameda County;

WHEREAS, the TFCA Program requires that the Program Manager submit an Expenditure Plan Application to the Bay Area Air Quality Management District (“BAAQMD”) by March 4, 2013.

NOW, THEREFORE BE IT RESOLVED, that the Alameda CTC Commission approves the programming of \$1,884,772 to projects, consistent with the attached FY 2013/14 TFCA County Program Manager Fund Expenditure Plan Application; and

BE IT FURTHER RESOLVED, that the Alameda CTC Commission authorizes the Executive Director to execute any necessary fund transfer agreements related to this programming with the BAAQMD and project sponsors.

DULY PASSED AND ADOPTED by the Alameda CTC at the regular Commission meeting held on Thursday, February 28, 2013 in Oakland, California, by the following vote:

AYES: **NOES:** **ABSTAIN:** **ABSENT:**

SIGNED: _____ **ATTEST:** _____

Scott Haggerty, Chairperson

Vanessa Lee, Clerk of the Commission

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SUMMARY INFORMATION

County Program Manager Agency Name: Alameda County Transportation Commission

Address: 1333 Broadway, Suite 220, Oakland, CA 94612

PART A: NEW TFCA FUNDS

- | | | |
|---|---------|-----------------------|
| 1. Estimated FYE 2014 DMV revenues (based on projected CY2012 revenues): | Line 1: | <u>\$1,824,148.00</u> |
| 2. Difference between prior-year estimate and actual revenue: | Line 2: | <u>\$72,763.40</u> |
| a. Actual FYE 2012 DMV revenues (based on CY2011): | | <u>\$1,827,674.40</u> |
| b. Estimated FYE 2012 DMV revenues (based on CY2011): | | <u>\$1,754,911.00</u> |
| <i>('a' minus 'b' equals Line 2.)</i> | | |
| 3. Estimated New Allocation (Sum of Lines 1 and 2): | Line 3: | <u>\$1,896,911.40</u> |
| 4. Interest income. List interest earned on TFCA funds in calendar year 2012. | Line 4: | <u>\$11,091.39</u> |
| 5. Estimated TFCA funds budgeted for administration: ¹ | Line 5: | <u>\$94,845.57</u> |
| <i>(Note: This amount may not exceed 5% of Line 3.)</i> | | |
| 6. Total new TFCA funds available in FYE 2014 for projects and administration | Line 6: | <u>1,908,002.79</u> |
| <i>(Add Lines 3 and 4. These funds are subject to the six-month allocation deadline.)</i> | | |

PART B: TFCA FUNDS AVAILABLE FOR REPROGRAMMING

- | | | |
|--|---------|--------------------|
| 7. Total amount from previously funded projects available for reprogramming to other projects. (Enter zero (0) if none.) | Line 7: | <u>\$71,615.04</u> |
| <i>(Note: Reprogrammed funds originating from pre-2006 projects are not subject to the six-month allocation deadline.)</i> | | |

PART C: TOTAL AVAILABLE TFCA FUNDS

- | | | |
|--|---------|---------------------|
| 8. Total Available TFCA Funds (Sum of Lines 6 and 7) | Line 8: | <u>1,979,617.83</u> |
| 9. Estimated Total TFCA funds available for projects (Line 8 minus Line 5) | Line 9: | <u>1,884,772.26</u> |

I certify that, to the best of my knowledge, the information contained in this application is complete and accurate.

Executive Director Signature: _____

Date: _____

¹ The "Estimated TFCA funds budgeted for administration" amount is listed for informational purposes only. Per California Health and Safety Code Section 44233, County Program Managers must limit their administrative costs to no more than 5% of the actual total revenue received from the Air District.

SUMMARY INFORMATION - ADDENDUM

Complete if there are TFCA Funds available for reprogramming.

[illegible]

TOTAL TFCA FUNDS AVAILABLE FOR REPROGRAMMING
(Enter this amount in Part B, Line 7 of Summary Information form)

\$ 71,615.04

* Enter UB (for projects that were completed under budget) and CP (for cancelled project).

Note: Programming for 12ALA06 was revised from \$37,299 to \$30,700 after the Alameda CTC's approval of the final FYE 13 program. The \$6,599 difference is shown as relinquished and included in the FYE 14 Expenditure Plan.



Memorandum

DATE: January 28, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Beth Walukas, Deputy Director of Planning
Kara Vuicich, Senior Transportation Planner

SUBJECT: **Approval to Release the Draft Alameda County Priority Development Area (PDA) Investment and Growth Strategy for Review and Comment**

Recommendations

It is recommended that the Commission release the Draft Priority Development Area (PDA) Investment and Growth Strategy for review and comment. Once comments have been reviewed and incorporated, the Commission will be requested to adopt the Alameda County PDA Investment and Growth Strategy (anticipated in March 2013) and direct staff to submit it to MTC by the May 2013 deadline. The Draft PDA Investment and Growth Strategy is still being finalized and will be distributed to ACTAC prior to the February 5, 2013 meeting.

Summary

As required by MTC Resolution 4035, which establishes the One Bay Area Grant (OBAG) Program requirements for project selection and programming of federal transportation funds, the Alameda CTC as the county's Congestion Management Agency (CMA) must adopt a PDA Investment and Growth Strategy and submit it to MTC by May 2013. This will be followed by a presentation of the PDA Investment and Growth Strategy to the Joint MTC Planning and ABAG Administrative Committee in Summer or Fall 2013. The purpose of the PDA Investment and Growth Strategy is to ensure that CMAs have a process in place for prioritizing OBAG transportation funds in a way that supports and encourages residential and commercial development in the region's PDAs.

At its December 2012 meeting, the Alameda CTC approved the final PDA readiness criteria and classification that is used to prioritize PDAs for OBAG transportation capital funds for this federal funding cycle. The approved, final PDA readiness criteria and classification have been incorporated into the PDA Investment and Growth Strategy, along with the PDA inventory completed in November 2012, a PDA Strategic Plan that outlines steps for supporting and monitoring future PDA development, and a Priority Conservation Area (PCA) inventory. Alameda CTC staff is now seeking review and comment on the Draft Alameda County PDA Investment and Growth Strategy, particularly on the PDA Strategic Plan (Chapter 4) which has not yet been reviewed and approved by the Alameda CTC Committees or Commission.

The Alameda CTC received a number of stakeholder comments throughout development of the PDA inventory and PDA readiness criteria and classification, many of which were incorporated. A list of specific comments and responses is provided in Appendix E of the Draft PDA Investment and Growth Strategy.

Discussion or Background

Alameda County's Draft PDA Investment and Growth Strategy is organized as follows:

Chapter 1 provides an overview of the policy background that influenced OBAG. OBAG builds on a number of past policy efforts; key terms and other relevant background information are explained here. It is recommended that readers who are unfamiliar with the regional policies and state mandates that preceded OBAG read this chapter.

Chapter 2 describes Alameda County's PDAs. Alameda County has 43 PDAs which vary significantly across the county. Since adoption of OBAG, Alameda CTC has been working with local jurisdictions to create a PDA Inventory in order to better understand the PDAs and the status of development in these areas. Chapter 2 summarizes this inventory as of Fall 2012.

Chapter 3 describes the PDA readiness assessment that the Alameda CTC undertook to prioritize PDAs for this federal funding cycle. The Alameda CTC chose to concentrate the OBAG transportation capital funds in PDAs that have more active development markets because over the four year time horizon of OBAG. Focusing transportation investments in these areas is most likely to support near-term, transit-oriented growth and development. The PDA readiness criteria and classification were reviewed by the Committees and Commission at their meetings throughout Fall 2012 and were finalized and approved by the Commission in December 2012.

Chapter 4 is the PDA Strategic Plan which describes how the 43 PDAs in Alameda County can be supported beyond this short-term funding cycle. It was developed in recognition of the fact that the four-year OBAG funding cycle is focused on short-term investments and that, in many cases, PDA development will occur over a much longer time horizon of 10 to 30 years. It describes a variety of activities that the Alameda CTC will undertake to support PDAs, including a PDA data collection and monitoring plan to fulfill MTC's land use monitoring requirements. The Strategic Plan will assist the agency to implement its own goals for supporting PDA development and integrating land use considerations into transportation investment decisions.

Chapter 5 describes Alameda County's Priority Conservation Areas (PCAs). While this Strategy focuses primarily on PDAs, Alameda County also has 18 Priority Conservation Areas (PCAs) which are also eligible for funding as part of this federal funding cycle. As with PDAs, an inventory of Alameda County's PCAs is summarized in this chapter.

Fiscal Impacts

There are no fiscal impacts.

Attachments

Attachment A: Draft PDA Investment and Growth Strategy (handout at meeting)



Memorandum

DATE: January 28, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Beth Walukas, Deputy Director of Planning
Kara Vuicich, Senior Transportation Planner

SUBJECT: **Approval of Sustainable Communities Technical Assistance Program (SC-TAP) Program Guidelines and Budget**

Recommendation

It is recommended that the Commission approve the following actions related to the Sustainable Communities Technical Assistance Program (SC-TAP):

1. Approve the Program Guidelines (Appendix A) and issuance of a call for projects;
2. Program \$500,000 of Measure B Transit Center Development (TCD) funds for the SC-TAP for FY 2012-13 through FY 2016-17 to support PDA planning and implementation in Alameda County;
3. Program \$50,000 of Measure B Bicycle and Pedestrian Countywide Discretionary Funds for FY 2012-13 through FY 2014-2015 to provide technical, resource, and design and engineering assistance and expertise for complex and/or innovative bicycle and pedestrian projects focused on resolving small-scale bicycle and pedestrian safety, access, and convenience issues; and
4. Authorize the Executive Director, or a designee of the Executive Director, to negotiate and execute one or more professional services agreements with consultants or consultant teams selected as a result of the Request for Qualifications (RFQ) process in accordance with procurement procedures.

Summary

In December 2012, the Commission authorized staff to issue an RFQ and proceed with the selection of qualified consultants to provide a range of services related to the SC-TAP. In conjunction with consultant selection, staff is now seeking approval to move forward with the program guidelines (Attachment A) and issuance of a call for projects. A call for projects is anticipated in Spring or Summer 2013 depending on the timeline for completion of the process to authorize the expenditure of federal funds.

Staff is also seeking approval for the allocation of up to \$500,000 of Measure B TCD funds which will be combined with \$296,700 of TCD Program funds already programmed to the previous TOD-TAP to provide a match for the \$3.905 million of OBAG PDA Planning and Implementation funds. In October 2012, MTC redirected \$20 million of Regional PDA Planning Program funding to the Congestion Management Agencies for local PDA planning activities. These are federal Surface

Transportation Program (STP) funds made available through MTC Resolution 4035 for PDA planning and implementation and require an 11.47% local funding match.

Discussion

As discussed in the report on PDA Readiness Classification made to the Commission in December 2012, one of the primary objectives of the SC-TAP is to support implementation and planning activities in those PDAs designated as Near Active or Needing Support. This may include a range of studies or planning efforts to address multimodal access and complete streets implementation; streetscape and other urban design work; parking management; land use and zoning changes that support higher-intensity, mixed-used development and affordable housing near major transit facilities; infrastructure capacity and low-impact infrastructure improvements; mitigation strategies for air emissions; potential sea level rise; community engagement; and economic analyses. The SC-TAP is also intended to support planning for Growth Opportunity Areas, which are locations in the region with potential capacity for growth that are either in the process of becoming PDAs or are otherwise pursuing sustainability focused on employment, as well as implementation of community-based transportation plans, many of which overlap with PDAs.

The other main objective of the SC-TAP is to provide technical, resource, and design and engineering assistance and expertise for complex and/or innovative bicycle and pedestrian projects focused on resolving small-scale bicycle and pedestrian safety, access, and convenience issues. An initial \$50,000 of Measure B Bicycle and Pedestrian Safety discretionary funds will support the first two years of the program, and additional funding will be identified for the future, depending on need and availability of funding.

The SC-TAP will provide direct support to Alameda County jurisdictions via on-call consultant contracts similar to the existing Transit Oriented Development Technical Assistance Program (TOD TAP). Jurisdictions may apply for consultant services for specific projects or for consultant in-house support for a fixed amount of time in order to complete a specific planning, environmental review or project development task. The selected consultant(s) will perform work directly for project sponsors; however, the Alameda CTC will assume all contract administration and oversight responsibilities, thus reducing the administrative burden for local jurisdictions. Alameda CTC will be responsible for approving all consultant invoices and will closely monitor project budgets, scopes and schedules. Additionally, the Alameda CTC may have a greater participatory role in SC-TAP projects as part of MTC Resolution 4035 requirements.

Fiscal Impacts

The programming of the \$3.905 million of federal STP funding is scheduled for approval by MTC in February 2013 followed by approval in the Federal Transportation Improvement Program (TIP) document and FHWA authorization. Upon MTC approval, up to \$795,700 of Measure B TCD funds (comprised of \$296,700 of Measure B TCD funds previously programmed to the TOD TAP plus \$500,000 of additional Measure B TCD funds) will be included in the Alameda CTC's FY 2012-2013 budget for the SC-TAP. In addition, \$50,000 of Measure B Bicycle and Pedestrian Safety discretionary funds will be budgeted for the SC-TAP in FY 2012-13.

Attachment A: Program Guidelines for the Sustainable Communities Technical Assistance Program (SC-TAP)

Program Description

The Alameda CTC is creating an expanded technical assistance program for Alameda County jurisdictions that will provide significant support in the form of on-call consultant expertise for Priority Development Area (PDA) planning and implementation, complete streets policy implementation, and bicycle and pedestrian planning and engineering technical support. The SC-TAP has been designed to be consistent with OBAG requirements per MTC Resolution 4035 as well as with MTC's PDA Planning Program and ABAG's FOCUS Technical Assistance Program.

The SC-TAP will provide direct support to Alameda County jurisdictions via on-call consultant contracts similar to the existing Transit Oriented Development Technical Assistance Program (TOD TAP). Jurisdictions may apply for consultant services for specific projects or for consultant in-house support for a fixed amount of time in order to complete a specific planning, environmental review or project development task. The selected consultant(s) will perform work directly for project sponsors; however, the Alameda CTC will assume all contract administration and oversight responsibilities. The Alameda CTC will be responsible for approving all consultant invoices and will closely monitor project budgets, scopes and schedules.

As part of the project wrap-up for SC-TAP projects, the consultant and/or project sponsors may be required to develop and provide to Alameda CTC a "best practices" design guide and simple fact sheet to be shared with other local jurisdictions on the Alameda CTC website, as a way to share knowledge and experience and help build a local best practices resource for Alameda County jurisdictions. The consultant and the project sponsor may also be required to make a short presentation to the Alameda CTC Committees and/or Commission on the design, implementation or planning challenges addressed and the solutions or approaches developed.

The funding of specific elements, such as in-house planning support, will depend on the eligibility requirements of SC-TAP funding sources. For this current funding cycle, the primary source of funding for the program is federal Surface Transportation Program (STP) funds, which require a transportation nexus (please see the section describing "Eligible Activities" for further details). The SC-TAP has been designed to accommodate the possible addition of more flexible funding sources in the future, however.

PDA Planning and Implementation

Consistent with the Alameda CTC's PDA Investment and Growth Strategy, the SC-TAP provides local jurisdictions with assistance in planning and implementing the vision for Alameda County's PDAs, namely, creating vibrant places with adequate housing for all income levels, a mix of uses, access to jobs, and multi-modal transportation infrastructure. Additionally, PDAs play a critical role in the region's Sustainable Communities Strategy (SCS) which seeks to coordinate land use and transportation so as to reduce greenhouse gas emissions for cars and light-duty trucks.

For those jurisdictions that have not yet completed PDA-specific planning activities, the SC-TAP program will provide resources to complete specific or area plans, zoning code updates, and required

CEQA analyses (e.g., programmatic EIRs). The SC-TAP may also support projects to update and implement existing community-based transportation plans and incorporate them into PDA planning and implementation efforts.

Many jurisdictions have already completed specific or area plans for their PDAs, however additional technical studies or analyses may still be needed to facilitate implementation of those plans. The SC-TAP will provide a broad range of consultant skills and expertise that jurisdictions can use to implement already completed plans in order to increase the number of housing units, including affordable housing, and jobs located within PDAs and transit corridors as well as improve multi-modal access and mobility.

Complete Streets Policy Implementation

As stipulated in MTC Resolution 4035, a jurisdiction must have an adopted complete streets policy to be eligible for OBAG funds. The SC-TAP will support implementation of complete streets policies, including the development of internal agency protocols and communications for complete streets implementation, technical assistance for developing performance measures for complete streets, or technical assistance with development of local design standards, or other technical assistance to facilitate the implementation of complete streets.

Bicycle and Pedestrian Planning and Engineering Support

Technical, resource and design and engineering assistance and expertise for complex and/or innovative bicycle and pedestrian projects for resolving small-scale bicycle and pedestrian safety, access, and convenience issues will also be eligible under the SC-TAP.

Eligible Applicants

Local governments (cities and counties) are eligible for SC-TAP consultant assistance. Local governments must partner with the transit providers serving the PDA or GOA. Partnerships with local non-profit groups and community-based organizations are also encouraged. Multiple jurisdictions, transit agencies, or the Alameda CTC may also submit project applications. In the case of multiple jurisdiction applications, each jurisdiction must be a co-applicant.

Eligible planning areas include:

- Areas approved as planned or potential PDAs as part of the ABAG FOCUS program
- MTC Resolution 3434 station areas
- Alameda County PDA Investment and Growth Strategy PDAs and GOAs

Jurisdictions may apply for bicycle and pedestrian planning and engineering support for any project that is identified in countywide or local bicycle or pedestrian plans.

Eligible Activities

The following types of activities will be eligible for the SC-TAP. Other activities not specifically listed here but consistent with the overall program goals and objectives and other funding requirements may be considered on a case-by-case basis.

PDA Planning and Implementation

Comprehensive planning activities and studies as well as smaller, “ready-to-go” projects that will advance PDA implementation will be eligible. The latter should be discrete planning projects

designed to overcome specific policy or planning challenges to the adoption or implementation of PDA-related plans. They should be focused on providing creative, forward-thinking solutions for addressing typical barriers to the development of successful TODs or PDAs, and that can help to build a higher level of support for development of complete communities within Alameda County. The SC-TAP will also provide expert consultant staff to work in-house at a jurisdiction or agency for a fixed amount of time in order to complete a specific planning, environmental review or project development task that meets other SC-TAP guidelines.

For this funding cycle, the primary source of funds for this program is Federal Surface Transportation Program (STP) funds. Consequently, eligible activities are restricted to those that have a transportation nexus. Eligible land use-related activities that support transportation objectives (or are specifically related to transportation investments) include:

- Planning for mixed-income housing near transit that improves housing affordability through location efficiency
- Station Area or PDA Planning (i.e., a specific or area plan and completed CEQA review)
- Transit and employment
- Transit corridors and TOD
- Families and TOD – creating complete communities
- Expanding housing opportunities near transit
- Parking management and pricing connected to new land uses
- Bicycle and pedestrian planning connected to new land uses

Ineligible activities are those that do not support the surface transportation system. For example, CEQA clearance for a single development project and staffing assistance for general planning and permitting functions are not eligible. For examples of land use-related projects that support transportation as well as MTC's Station Area Planning Manual, please see http://mtc.ca.gov/planning/smart_growth/stations/.

Potential activities related to SC-TAP studies and plans for TODs, PDAs and GOAs include the following:

1. Prepare or provide assistance preparing planning documents (specific plans, area plans, general plan amendments, etc.) and associated technical studies;¹
2. Corridor planning that integrates one or more PDAs, TODs or GOAs;
3. Develop design guidelines for residential, commercial and mixed-use development;
4. Study multimodal access needs, such as transit, bike, walk, automobile and goods movement, and develop design solutions;
5. Develop streetscape design plans, including wayfinding, landscaping, street furniture, etc.;
6. Develop alternative parking solutions (policies and demand analysis) to meet multiple needs and facilitate infill development;
7. Prepare and/or advise on zoning code amendments related to development in TODs, PDAs and GOAs (i.e., TOD-supportive zoning such as form-based codes, smart growth urban design guidelines to address building form and scale, urban character, connectivity and accessibility, and placemaking);

¹ PDA specific and area plans should be consistent with MTC's PDA Planning Program Guidelines provided in Attachment B. More information about MTC's PDA Planning Program is available here: http://www.mtc.ca.gov/planning/smart_growth/stations/.

8. Prepare and conduct civic engagement, community outreach and education regarding TODs, PDAs, and GOAs;
9. Development of visualization, web-based, or other technical tools, such as GIS mapping or photo simulations to reflect building types associated with adopted plans
10. Develop a Community Risk Reduction Plan that uses Bay Area Air Quality Management District guidelines to address air pollutant emissions;
11. Develop Adaptive Management plans or Risk Assessments that assess and identify ways to address potential sea level rise to protect TODs, PDAs and GOAs per San Francisco Bay Area Conservation and Development Commission (BCDC) guidelines;
12. Develop creative design solutions to address storm water or sewer needs at TOD sites, including green infrastructure and low-impact development approaches;
13. Neighborhood/PDA-wide infrastructure planning and design, emphasizing green infrastructure and low-impact development for energy efficiency, storm water management, etc.;
14. Perform economic analyses for various topics related to development in TODs, PDAs and GOAs, including but not limited to development feasibility and market analyses, financing strategies for infrastructure capital and maintenance costs, and construction and maintenance of affordable housing;
15. Municipal financing mechanisms (both standard and innovative) for TOD, including public and private infrastructure, housing, parks and open space improvements, and other related TOD improvements;
16. Analysis of strategies to promote equitable development and minimize displacement, including comprehensive and targeted affordable housing strategies;
17. Station access improvements for new and existing development, emphasizing and prioritizing the needs of pedestrians, persons with disabilities, bicycles, shuttles, transit, drop-off, and local circulation.
18. Complete CEQA review activities, including the preparation of required CEQA documents and technical studies; and
19. Others, as needed.

Complete Streets Policy Implementation

Complete streets policy implementation tasks may include assistance in the development of internal agency policy and/or protocol development and communications for complete streets implementation, technical assistance for developing performance measures for complete streets, or technical assistance with development of local design standards, or other technical assistance to facilitate the implementation of complete streets.

Bicycle and Pedestrian Planning and Engineering Support

Bicycle and pedestrian planning and engineering support tasks may include developing preliminary and conceptual designs and conducting feasibility studies. The public agency project sponsor who will be responsible for construction of any recommended improvements must accept the final work products.

Examples of the types of activities eligible for SC-TAP assistance include:

1. Preliminary design and engineering support/expertise for innovative designs. For bike projects, this likely would include expertise on new bikeway designs (such as those in the NACTO Urban Bikeway Design Guide (<http://nacto.org/cities-for-cycling/design-guide/>), like cycle tracks, bike boxes, and bike boulevard treatments;

2. Designing bicycle and/or pedestrian improvements for complex intersections or roadway crossings;
3. Designing facilities for bicyclists and pedestrians within limited rights-of-way (especially at intersections);
4. Designing interchange improvements that make them safer and more convenient for bikes and pedestrians;
5. Designing bicycle and transit facilities within the same right-of-way;
6. Designing improvements at the intersections of trails and roadways;
7. Bike parking recommendations for transit stops/stations where rights-of-way are limited;
8. Setting up and meeting federal and state experimentation process requirements, in order to test innovative facility designs; and

Funding Details

Following is a description of the funding available for the different components of the SC-TAP.

PDA Planning and Implementation

Up to \$3.905 million of federal STP funds and \$795,700 of Measure B Transit Center Development funds may be available for the SC-TAP. As stated previously, all PDA planning and implementation projects must meet STP funding eligibility requirements. For this current funding cycle, the primary source of funding for the program is federal Surface Transportation Program (STP) funds, which require a transportation nexus (please see the section describing “Eligible Activities” for further details). The SC-TAP has been designed to accommodate the possible addition of more flexible funding sources in the future, however, enabling additional PDA-related planning activities to become eligible.

Because PDA planning and implementation projects may either be larger planning efforts or smaller projects focused on plan implementation, there is no minimum or maximum grant size being recommended at this time so that a broad range of projects may be considered for the initial call for projects of the expanded program. Projects for which project sponsors can provide a local match will receive additional points, however a local match is not required for SC-TAP eligibility.

Projects must be completed within 30 months from the date the consultant or consultant team is issued a notice to proceed. All projects selected for the SC-TAP will have a final project scope, budget and schedule that will be agreed upon by the project sponsor, the consultant, and the Alameda CTC. The Alameda CTC will require regular progress reports and will carefully track the project scope, schedule and budget. Any exceptions to the agreed upon scope, schedule or budget will require Alameda CTC staff approval.

Complete Streets Policy Implementation

Funding details for complete streets policy implementation are the same as those described for PDA planning and implementation.

Bicycle and Pedestrian Planning and Engineering Support

Bicycle and pedestrian planning and engineering support will be funded with \$50,000 of Measure B Bicycle and Pedestrian Safety discretionary funds for the first two years of the SC-TAP. Bicycle and pedestrian projects that fall within the boundaries of a PDA will be covered by PDA planning and implementation funds. There will not be a minimum amount for bicycle and pedestrian planning and

engineering support grants, however, due to limited funds, projects outside of PDAs will be limited to a maximum project budget of \$25,000.

Evaluation Criteria and Application Review Process

The Alameda CTC will issue a call for SC-TAP projects on a regular basis and/or as funding is available. The first call is anticipated in Spring or Summer 2013 depending on the timeline for completion of the process to authorize the expenditure of federal funds. The Alameda CTC staff will host a workshop prior to the submission of project applications to answer questions and provide guidance to project sponsors.

Upon receipt, Alameda CTC staff will assess applications for completeness and eligibility. A selection panel will be convened to evaluate applications based on the criteria listed below. If necessary, additional information may be requested from project sponsors. Alameda CTC staff will make a final determination of awards and will bring the list of recommended projects to the Commission for final approval. Once awards are made, project sponsors will work with Alameda CTC staff to select the appropriate consultant or consultant team and finalize the project scope, budget and schedule.

The proposed project selection and scoring criteria for each area of the SC-TAP are described below. The criteria are based on OBAG requirements per MTC Resolution 4035 as well as criteria from MTC's PDA Planning Program and ABAG's FOCUS Technical Assistance Program.

PDA Planning and Implementation Project Evaluation Criteria	Points
1. Project Location <ul style="list-style-type: none"> Location in a planned or potential PDA or GOA (per the Alameda County PDA Investment and Growth Strategy) or contains a Resolution 3434 transit station 	Required
2. Communities of Concern – Project area includes a Community of Concern as defined by MTC's Lifeline Transportation Program	5
3. Location within a CARE or freight area – Project area overlaps or is co-located with populations exposed to outdoor toxic air contaminants as identified in the Air District's Community Air Risk Evaluation (CARE) Program or is in the vicinity of a major freight corridor <u>and</u> the local jurisdiction employs best management practices to mitigate particulate matter and toxic air contaminants exposure.	5
4. Existing Policies – the jurisdiction has demonstrated a commitment to provide an increase in housing and transportation choices demonstrated through existing policies such as innovative parking policies, TOD zoning, transportation demand management strategies, existing citywide affordable housing policies and approved projects, supportive general plan policies, sustainability policies, including green building policies and alternative energy policies, etc.	15
5. Project Performance and Impact – extent to which the project or its implementation will help achieve OBAG program goals and objectives and facilitate PDA implementation.	20
6. Project Approach/Scope of Work and Timeline – project has a well-defined scope of work and timeline identifying key purpose and objectives, all necessary tasks and subtasks, as well as expected deliverables and meetings; or, there is a clear and detailed description of the project, its purpose and objectives, and its expected outcomes (in cases where consultant assistance/involvement may be needed in developing the specific project scope and timeline).	20
7. Local Commitment and Community Support – jurisdiction demonstrates local	20

PDA Planning and Implementation Project Evaluation Criteria	Points
commitment to implementation of relevant plans or studies; demonstration of community, major property owner(s), City Council, Board of Supervisors, and relevant transit operator(s) support for the project (i.e., public involvement to date, letters of support, etc.)	
8. Matching Funds – project leverages other funding or current or past planning efforts	5
9. Implementation – project sponsor has a clear approach and timeframe for plan or project implementation.	10

Complete Streets Policy Implementation Project Evaluation Criteria	Points
1. Adoption of a Complete Streets Policy	Required
2. Project Need, Benefit and Effectiveness – there is a clear description of the current problem or need with regard to complete streets implementation, as well as the final outcome or objective to be accomplished by the project. Sponsors should describe how the project is expected to facilitate creation of complete streets within the community.	25
3. Project Approach and Timeline – project has a well-defined scope of work and timeline identifying key purpose and objectives, all necessary tasks and subtasks, as well as expected deliverables and meetings; or, there is a clear and detailed description of the project, its purpose and objectives, and its expected outcomes (in cases where consultant assistance/involvement may be needed in developing the specific project scope and timeline).	25
4. Level of Innovation and Replicability – project has the potential to demonstrate innovative and effective techniques for implementing complete streets policies and/or will provide a useful model for other Alameda County jurisdictions	20
5. Implementation– project sponsor has a clear approach and timeframe for plan or project implementation.	25
6. Matching Funds – project leverages other funding or current or past efforts to implement a complete streets policy.	5

Bicycle and Pedestrian Planning and Engineering Support Project Evaluation Criteria	Points
1. Project Location <ul style="list-style-type: none"> Project or segment is included in local or countywide bicycle or pedestrian plans 	Required
2. Project Need, Benefit and Effectiveness – clear description of project need (collision data or other documentation of the need for improvements) and its potential benefit in terms of improving safety, accessibility and/or mobility for bicyclists and pedestrians.	35
3. Level of Innovation and Replicability – project has the potential to demonstrate innovative and effective techniques for addressing bicycle and pedestrian safety, access and mobility and/or will provide a useful model for other Alameda County jurisdictions	35
4. Local Commitment to Implementation – project sponsor has identified an approach and timeframe for project implementation.	25
5. Matching Funds – project leverages other funding.	5

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Memorandum

DATE: January 24, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Vivek Bhat, Senior Transportation Engineer

SUBJECT: California Transportation Commission (CTC) January 2013 Meeting Summary

Recommendation

This item is for information only. No action is requested.

Discussion

The California Transportation Commission is responsible for programming and allocating funds for the construction of highway, passenger rail, and transit improvements throughout California. The CTC consists of eleven voting members and two non-voting ex-officio members. The San Francisco Bay Area has three (3) CTC members residing in its geographic area: Bob Alvarado, Jim Ghielmetti, and Carl Guardino.

The January 2013 CTC meeting was held at Sacramento, CA. Detailed below is a summary of the two (2) agenda items of significance pertaining to Projects / Programs within Alameda County that were considered at the January 2013 CTC meeting (Attachment A).

1. 2014 State Transportation Improvement Program (STIP) Fund Estimate Overview

CTC staff presented an overview of the 2014 STIP Fund Estimate. Over the next several months, the Department of Transportation (Caltrans) will work closely with CTC staff to identify key issues and assumptions, and prepare the 2014 STIP Fund Estimate for adoption on August 6, 2013. The key milestones for the development of the 2014 STIP Fund Estimate are:

- January 2013 – Overview
- March 2013 – Present Draft Assumption and Key Issues
- May 2013 – Approve Assumptions (pending changes to the May Revision of the 2013-14 Governor's Budget)
- June 2013 – Present Draft Fund Estimate
- August 2013 – Adopt Fund Estimate

2. **Proposition 1B Trade Corridor Improvement Fund (TCIF)/ I-880 Reconstruction, 29th-23rd Avenue project**

The CTC approved an amendment of the TCIF base line agreement for the I-880 Reconstruction, 29th-23rd Avenue project to update the funding plan and delivery schedule.

Outcome: The project delivery has been delayed by two months. Construction phase is scheduled to begin in mid-summer 2013.

Attachment

Attachment A: January 2013 CTC Meeting Summary for Alameda County Projects /Programs

January 2013 CTC Summary for Alameda County Projects/ Programs

Sponsor	Program / Project	Item Description	CTC Action / Discussion
Caltrans	2014 State Transportation Improvement Program (STIP)	CTC staff presented an overview of the 2014 STIP Fund Estimate.	Information Item
Alameda CTC	Trade Corridor Improvement Fund (TCIF)/ I-880 Reconstruction, 29th-23rd Avenue project	Amend baseline agreement for the I-880 Reconstruction, 29th-23rd Avenue project to update the funding plan and delivery schedule	Approved

http://www.dot.ca.gov/hq/transprog/ctcbooks/2013/0113/00_timed.pdf

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Memorandum

DATE: January 17, 2013

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Principal Transportation Engineer
Vivek Bhat, Senior Transportation Engineer

SUBJECT: **Federal Inactive List of Projects: December 2012 Quarterly Review**

Recommendation

This item is for information only. No action is requested.

Summary

ACTAC is requested to review the December 2012 Quarterly Federal Inactive obligation list of projects. Federal regulations require that agencies receiving federal funds invoice against their obligations at least once every six months. Projects that do not have invoicing activity over a six month period are placed on the Inactive Obligation list, and those projects are at risk of deobligation of the project's federal funds unless Caltrans and the Federal Highways Administration (FHWA) receive either an invoice or a valid justification for inactivity. Caltrans is tracking inactive obligations, and releasing a list of inactive projects quarterly. If Caltrans and FHWA do not receive adequate invoicing or justification for the project's inactivity, the project may be deobligated.

Discussion

The Federal Inactive obligations list for the December 2012 Quarterly Review of Inactive Obligations is now available on the Division of Local Assistance website at <http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>. The Inactive Project List contains the current Inactive projects and the 3-Month and 6-Month Look Ahead Projects.

To prevent the deobligation and potential loss of unexpended federal funds, local agencies must submit a valid FMIS transaction (invoice or justification) by **February 22, 2013**.

Project sponsors are requested to review the attached report as well as the Caltrans site on a regular basis for the most current project status.

Attachments

Attachment A: Federal Inactive List
Attachment B: Justification form

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(Review Period 10/01/2012- 12/31/2012)

ACTAC Meeting 02/05/13
Agenda Item 5D
Attachment A

Alameda County Quarterly Review of Inactive Obligations

(Review Period 10/01/2012- 12/31/2012)

Updated on 01/09/2013		Inactive Projects (Review period: 10/01/2012-12/31/2012)		Updated on 01/09/2013		Inactive Projects (Review period: 10/01/2012-12/31/2012)		Updated on 01/09/2013		Inactive Projects (Review period: 10/01/2012-12/31/2012)		Updated on 01/09/2013		Inactive Projects (Review period: 10/01/2012-12/31/2012)	
Project No	STATUS	Agency/District Action Required	Prefix	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal			
5012090	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	STPLZ	Oakland	PARK BLVD VIADUCTS 1, 2 & 3, BRIDGE # 33C0178, 33C0179 & 33C0180, SEISMIC RETROFIT WEST GRAND AVE @ MARKET ST; MACARTHUR BLVD @ FRUITVALE AVE; MARKET ST @ 55TH, INSTALL LEFT TURN LANE	6/14/2012	8/17/2010	6/14/2012	2,048,267.00	1,813,331.00	1,241,713.48	571,617.52			
5012096	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	HSIPL	Oakland		6/30/2011	6/30/2011		269,112.00	222,930.00	-	222,930.00			
5012105	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	STPL	Oakland	FOOTHILL BLVD. FROM AUSTIN AVE. TO 35TH AVE., STREETSCAPING	4/4/2012	4/4/2012		2,881,764.00	2,200,000.00	-	2,200,000.00			
5012108	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	BPMP	Oakland	WEST GRAND AVE VIADUCT, BRIDGE 33C0393, BRIDGE PREVENTIVE MAINTENANCE	6/14/2012	5/4/2011	6/14/2012	1,122,651.00	993,882.00	120,590.04	873,291.96			
5053022	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	CML	Livermore	DOWNTOWN LIVERMORE VILLAGE PEDESTRIAN PLAZA, PEDESTRIAN PLAZA	5/16/2012	5/16/2012		3,162,500.00	2,500,000.00	-	2,500,000.00			
5053025	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	CML	Livermore	DOWNTOWN LIVERMORE, BIKE & PED. TRAIL	4/4/2012	4/4/2012		1,154,649.00	1,153,989.00	-	1,153,989.00			
5178012	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	CML	Albany	BUCHANAN/MARIN STREET FROM PIERCE ST. TO SAN PABLO, BIKE LANE & PED. WALKWAY 18TH STREET IN OAKLAND TO ASHLAND AVENUE IN	6/1/2012	6/1/2012		1,988,012.00	1,702,000.00	-	1,702,000.00			
6000047	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	STPLZ	San Francisco Bay Area Rapid Transit District	HAYWARD/FREMONT, SEISMIC RETROFIT-AERIAL STRUCTURES	5/22/2012	9/21/2010	5/22/2012	40,840,836.00	6,319,773.00	20,743.47	6,299,029.53			
6193009	6 MONTH	Submit invoice to District. DO NOT SUBMIT A JUSTIFICATION.	RPSTPL	Livermore Amador Valley Transit Authority	LIVERMORE, BUS RESTORATION	6/14/2011	6/14/2011		234,502.00	200,000.00	-	200,000.00			



QUARTERLY REVIEW OF **INACTIVE PROJECTS** JUSTIFICATION FORM SUMMARY



1. CT DIST - FEDERAL AID PROJECT NO.	2. STATE PROJECT NUMBER	3. RESPONSIBLE AGENCY			4. DATE
5. GENERAL LOCATION					
6. GENERAL DESCRIPTION OF WORK (INCLUDE PROJECT PHASES WITH OBLIGATED FUNDS)					
7. AUTHORIZATION DATE	8. FEDERAL-AID FUNDS AUTHORIZED	9. PGM CODE	10. PHASE (from E-76)	11. FEDERAL FUNDS EXPENDED TO DATE	12. UNEXPENDED FEDERAL FUNDS
TOTAL:					
13. LAST ACTIVITY (BILLING DATE)					
Important note: Caltrans and/or FHWA reserve the right to reject a Justification and deobligate the Federal Funds.					
14. JUSTIFICATION (CHECK ONE OR MORE IF APPLICABLE)					
<input type="checkbox"/> Litigation Filed <input type="checkbox"/> Environmental Delays <input type="checkbox"/> Right of way, Utility Relocation Delays					
Justification Forms without proper supporting documents will be rejected and returned to Agencies by Caltrans. Decision to accept or reject a Justification may be based exclusively on this form and supporting documentation.					
15. LIST PROJECT HISTORY FROM INITIAL AUTHORIZATION OR FROM LAST BILLING. LIST CURRENT PROJECT STATUS/REASON FOR PROJECT BEING INACTIVE. PROVIDE BACKUP DOCUMENTATION.					
16. ACTIONS TAKEN TO RESOLVE EXISTING ISSUE(S)					
17. DATE ACTIVITIES TO BE RESUMED			18. DATE BILLINGS OR OTHER CORRECTIVE ACTION TO BE TAKEN (e.g. closure, withdrawal, etc)		
19. CURRENT COST ESTIMATE NEEDED TO COMPLETE PROJECT			20. IF ESTIMATE IS LESS THAN UNEXPENDED BALANCE, AMOUNT TO BE DEOBLIGATED (Attach copy of E-76 requesting deobligation)		
21. CONSEQUENCES IF FUNDS ARE DEOBLIGATED					
22. ADDITIONAL DOCUMENTATION (LIST ATTACHMENTS) TO SUPPORT VALIDATION OF THIS OBLIGATION					
23. AGENCY CONTACT	EMAIL	SIGNATURE	PHONE NUMBER	DATE	
24. FORM REVIEWED AND RECOMMENDED FOR APPROVAL BY:					
CT DISTRICT CONTACT NAME/TITLE		SIGNATURE	PHONE NUMBER	DATE	



QUARTERLY REVIEW OF INACTIVE PROJECTS JUSTIFICATION FORM SUMMARY



Please go through the check list before submitting your justification form
(**DO NOT** leave anything blank)

#	Information Required	Additional Information	Check
1	Enter the District number and federal project number (including the project prefix, e.g. STPL)		
2	Enter State Project Number, if applicable		
3	Enter Responsible Agency		
4	Enter date you've completed the form		
5	Enter route information and location description		
6	Enter work description including project phases with obligated funds		
7	Enter date when funds were authorized. Use a separate line for each phase with authorized federal funds	Refer to the current inactive list/file posted in the web http://www.dot.ca.gov/hq/LocalPrograms/InactiveProjects/QuarterlyReviewofInactiveProjects.htm	
8	Enter authorized federal funds		
9	Enter all program code(s)		
10	Enter project phase (e.g. PE, RW, CON, etc.)	Use E-76 for this item	
11	Enter accumulated expenditure by program code	Refer to the current inactive list/file posted in the web http://www.dot.ca.gov/hq/LocalPrograms/InactiveProjects/QuarterlyReviewofInactiveProjects.htm	
12	Enter unexpended funds		
13	Enter last billing date		
14	Select the appropriate reason(s) for justification; for litigation filed, submit copy (with stamp) of the documents filed	http://www.dot.ca.gov/hq/LocalPrograms/InactiveProjects.htm	
15	List project history	Include project timeline from the time of authorization or last financial transaction to present. e.g. original bid rejected - costs exceeded engineer estimate by XX%	
16	Action(s) taken to resolve the issue	Explain why previous commitment has not been met. e.g. to be re-advertised after additional funding determinations	
17	Enter date activities to be resumed	e.g. Revised date for contract award	
18	Enter billing dates or other corrective action to be taken		
19	Enter current cost estimate needed to complete		
20	Enter amount to be deobligated for unneeded funds		
21	Enter reason/consequences if funds are deobligated		
22	Additional back-up documentation	Copy of environmental approval; litigation; r/w acquisition; copy of invoice; proof that they have been working on a project since initial authorization; project timeline and funding plan; PSA; etc.	
23	Enter contact person from local agency	Person prepared the justification must sign the form	
24	DLAE approving official	Person reviewing and approving the justification must sign the form	

ANY INCOMPLETE JUSTIFICATION FORM WILL BE SENT BACK TO DLAE



Memorandum

TO: Alameda County Technical Advisory Committee

FROM: Beth Walukas, Deputy Director of Planning
Matthew Bomberg, Assistant Transportation Planner

DATE: January 28, 2013

SUBJECT: Caltrans' Proposed Adjustments to Local Urbanized Area Boundaries

Recommendation

This item is for information only. No action is recommended.

Summary

Local jurisdictions are requested to review Caltrans' proposed adjustment to Census urbanized area boundaries. Census urbanized area boundaries differentiate between areas that are "rural" and "urban." This designation has implications for roadway functional classification and funding allocation. Caltrans has developed a proposed 2010 urban area boundaries and is now soliciting local review and comment as to whether adjustments to the proposed boundaries are needed. **All jurisdictions should submit a response indicating either corrections or concurrence to MTC by March 11, 2013.** Jurisdictions deciding to adjust the urbanized area must submit documentation including a GIS shapefile or marked-up paper map highlighting changes in boundary, a local agency resolution, and an MTC concurrence letter supporting Urban Area Boundary adjustments.

Background

Census Urban Area Boundaries vs. Adjusted Urban Area Boundaries

Many Federal transportation programs and policies rely upon a clear and well-documented distinction between urban and rural areas. For transportation purposes, States have the option of using Census-defined boundaries exclusively, or they may adjust the Census-defined boundaries to be more consistent with transportation needs. States, in coordination with local planning partners, may *adjust* the urban area boundaries so fringe areas having "...residential, commercial, industrial, and/or national defense significance", as noted in the December 9, 1991 Federal-Aid Policy Guide, are included.

Reasons for adjusting urban area boundaries for transportation planning purposes often relate to a need for consistency or geographic continuity. For example, it may be logical to include, as part of an urban area, a roadway that is used by urban residents but that is located just outside the current urban area boundary. Or, to designate, as urban, a rural pocket in the middle of an urban

area, or to make adjustments to address alternating patterns of rural and urban-designated areas. Lastly, large, low density land uses on the urban fringe that serve the urban population such as airports, industrial parks, regional shopping centers and other urban attractions may also be included in an urban area.

Urban Area Boundaries and Functional Classification

Recent changes to FHWA policy specify that the combined classification of a given roadway will now come from two separate attributes – functional system and area type. As an example, a roadway classified as a minor arterial that happens to be in an urban area has a combined classification of urban minor arterial. There is no change in the definitions of the functionally-classified roads. Nor does this change the eligibility of rural- and urban-classified roads for Federal programs and policies, or how highway statistics are reported. The change in conceptualization (to a two-attribute based classification) provides an opportunity to clarify how functional classifications at the boundary of urban and rural areas are treated. In particular, FHWA desires that roads now maintain a consistent functional class if a boundary is crossed and that urban area boundaries be drawn to minimize roadways crossing in and out of the boundaries.

Process for Review

Jurisdictions can access the Caltrans proposed 2010 urban area boundaries via Caltrans Earth map viewer. Attachment 1 provides instructions on how to display these. Attachments 1 through 3 provide background on factors to consider when adjusting urban areas. If a jurisdiction wishes to modify the Caltrans proposed 2010 urban area boundaries, a city/county resolution and an MTC concurrence letter are required; sample text for these documents can be found in Attachment 1.

Jurisdictions should reply to Sui Tan (stan@mtc.ca.gov) by March 11, 2013 indicating whether they accept the proposed Caltrans boundaries or propose modifications. Questions regarding purpose or process can be directed to Dick Fahey, the District 4 Caltrans Functional Classification Coordinator/GIS Coordinator at 510-286-5761.

Fiscal Impacts

There are no fiscal impacts at this time.

Attachments

- Attachment A: MTC Local Streets and Roads Working Group Materials on Urban Area Boundary adjustments
- Attachment B: FHWA Presentation on Process for and Factors to Consider when Adjusting Urbanized Area Boundaries
- Attachment C: Caltrans Email Response to Questions from January 10, 2013 MTC Local Streets and Roads Working Group

From: Joseph Aguilar <joseph_aguilar@dot.ca.gov>
Date: 12/6/2012 2:33 PM
Subject: Fwd: Urban Boundaries Updates requested by FHWA
Attachments: Attachment A_Adjusted Urban Area Boundary ConceptS.docx; Attachment C_MPO_Concurrence_Letter_TEMPLATE.docx; Attachment B_CITY-COUNTY_Resolution_Template.docx

Following each decennial census, Federal transportation legislation 23 USC 101(a)(36) - (37) allows responsible state and local officials through cooperative efforts, and subject to approval by the Secretary of Transportation, to adjust the Census boundaries outward, as long as they encompass, at a minimum, the entire Census Designated area.

As the MPO and RTPA for the San Francisco Bay Area, we ask that the Metropolitan Transportation Commission (MTC) work cooperatively with responsible city, county and transportation agency staff to adopt the urban boundary as provided or outwardly adjust the boundary for transportation related purposes and obtain resolutions supporting the boundary adjustments.

Proposed and current urban boundaries can be viewed and downloaded in shapefile format at the Caltrans (CT) Earth website: <http://earth.dot.ca.gov/>.

How to display CT Earth data layers:

1. Click “continue” to display CT Earth.
2. Go to the Table of Contents on the left of the web page and click on the “boundaries” pull down.
3. Check the boxes for the “proposed 2010 urban area” and the “2000 urban areas” to display these two layers on the map.

Included with this transmittal is the “Adjusted Urban Area Boundary Concepts” document which provides instruction on why and how to make adjustments to the urban boundaries. Also included are samples of agency resolution and MPO concurrence letter language. Please review these documents and determine whether any urban boundary adjustments are necessary.

Upon completion of the urban boundary adjustments, MPOs should prepare a concurrence letter supporting the urban boundary adjustments. Then forward the GIS shapefile or paper maps, agency resolutions, MPO concurrence letters, and any other support documentation to Caltrans Districts for review and further action.

For those agencies that do not respond by February 4, 2013, it will be determined that they accept the proposed 2010 Caltrans adjusted urban boundaries and the proposed Caltrans adjusted urban boundaries will become the “official” urban area boundaries upon approval by the FHWA

Please contact Dick Fahey your District 4 Caltrans Functional Classification Coordinator/GIS Coordinator at 510-286-5761 with questions you have in this matter.

(See attached file: Attachment A_Adjusted Urban Area Boundary ConceptS.docx)(See attached file: Attachment C_MPO_Concurrence_Letter_TEMPLATE.docx)
(See attached file: Attachment B_CITY-COUNTY_Resolution_Template.docx)

Thank you.

Joseph (Joe) Aguilar
Senior Transportation Planner

Freight Mobility Branch
Office of System and Regional Planning
Caltrans District 4
111 Grand Avenue, Oakland, CA 94612

510-286-5591
Fax 510-286-5513
joseph_aguilar@dot.ca.gov

1 ADJUSTED URBAN AREA BOUNDARY CONCEPTS

1.1 Introduction

Many Federal transportation programs and policies rely upon a clear and well-documented distinction between urban and rural areas. Urban and rural areas are explicitly defined by the Census Bureau according to specific population, density and related criteria.

Very rigid technical definitions define the urban and rural areas. From these technical definitions, irregularities and boundaries that are separated from or inconsistent with transportation features may result. For their transportation purposes, States have the option of using Census-defined boundaries exclusively, or they may adjust the Census-defined boundaries to be more consistent with transportation needs. States, in coordination with local planning partners, may *adjust* the urban area boundaries so fringe areas having "...residential, commercial, industrial, and/or national defense significance", as noted in the December 9, 1991 Federal-Aid Policy Guide, are included.

Reasons for adjusting urban area boundaries for transportation planning purposes often relate to a need for consistency or geographic continuity. For example, it may be logical to include, as part of an urban area, a roadway that is used by urban residents but that is located just outside the current urban area boundary. Or, to designate, as urban, a rural pocket in the middle of an urban area, or to make adjustments to address alternating patterns of rural and urban-designated areas. Lastly, large, low density land uses on the urban fringe that serve the urban population such as airports, industrial parks, regional shopping centers and other urban attractions may also be included in an urban area.

The authority to establish the geographic definitions is set forth in Section 101(a) of Title 23 U.S.C. and subsequent guidance has been provided in 23 CFR 470 and in FHWA policy documents. This chapter is intended to assemble and complete all previous policy given by FHWA for establishing urban area boundaries.

1.2 Defining Urban and Rural

The following provides State and regional transportation planners a set of clear definitions of urban and rural, in the context of the Federal transportation planning process.

The terms urban and rural mean different things to different people, and in many cases their definitions differ depending upon the context in which they are used. At their core, the concepts of *urban* and *rural* are clear; urban areas are considered to have *dense* development patterns, while rural areas are considered to have *sparse* development patterns (see **Figure 1-1**).

Figure 1-1: Prototypical Urban and Rural Areas

Urban



Rural



Source: CDM Smith

1.2.1.1 Federal Highway Administration Area Definitions

The Census Bureau defines urban areas solely for the purpose of tabulating and presenting Census Bureau statistical data. However, a number of Federal agency programs use the Census definitions as the starting point (if not the basis) for implementing and determining eligibility for a variety of their funding programs.

There are differences in the way FHWA and the Census Bureau define and describe urban and rural areas. According to FHWA's definitions, based on 23 U.S.C. 101(a), areas of population greater than 5,000 and above can qualify as urban.

Table 1-1: FHWA Urban Area Types defined by Population Range

FHWA Area Definition	Population Range	Subject to FHWA Urban Area Boundary Adjustments
Urban Area	5,000+	Yes
Small Urban Area (From Clusters)	5,000-49,999	Yes
Urbanized Area	50,000+	Yes

Federal transportation legislation allows for the outward adjustment of Census Bureau defined urban boundaries (of population 5,000 and above) as the basis for development of *adjusted* urban area boundaries for transportation planning purposes, through the cooperative efforts of State and local officials. By Federal rule, these adjusted urban area boundaries must encompass the entire Census-designated urban area (of population 5,000 and above) and are subject to approval by the Secretary of Transportation (23 USC 101(a)(36) -(37) and 49 USC 5302(a)(16) - (17)).

For the purposes of the boundary adjustment process, the term *Adjusted Urban Area Boundaries* to refer to the FHWA boundary adjustment process in all areas of 5,000 population and above.

1.3 Relationship to Functional Classification

Recent changes to FHWA policy have normalized the concepts of urban boundaries and functional classification to improve consistency. Twelve unnormalized classes have been normalized and expanded to fourteen combinations of seven pure functional classes and two area types. The combined classification of a given roadway will now come from two separate attributes -- functional system and area type. As an example, a roadway classified as a minor arterial that happens to be in an urban area has a combined classification of urban minor arterial. There is no change in the definitions of the functionally-classified roads. Nor does this in any way change the eligibility of rural and urban-classified roads for Federal programs and policies, or how highway statistics are reported.

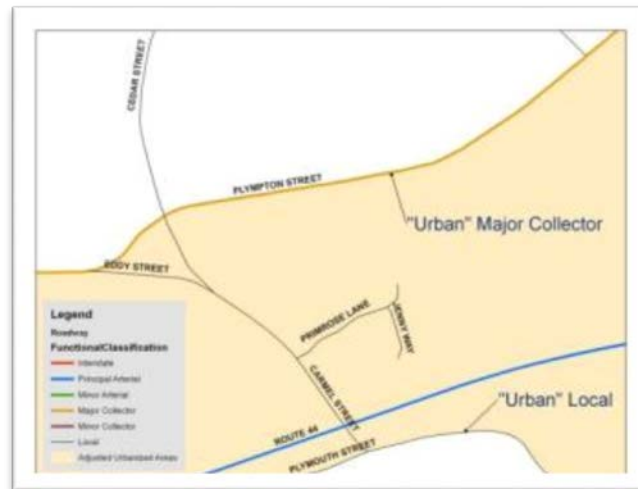
However, this change in conceptualization provides an opportunity to clarify how functional classifications at the boundaries of urban/rural areas should be treated:

1. The previous practice in some States of automatically changing the functional classification of a route that crosses into or out of an adjusted urban area boundary should be phased out and eliminated. Upgrading due to an actual change in function should be the operative criterion.
2. Special attention should be paid to locations at which roadways and boundaries are in close proximity. The Adjusted Urban Area Boundary should be designed to eliminate or minimize a roadway's snaking in and out of the boundary. In these cases, as the boundary is adjusted, it needs to be clearly defined that the road is either in or out. This adjustment serves to maintain consistent designation of these peripheral routes and avoids the situation of a roadway alternating between urban and rural designations. Special care should be taken when developing the boundary so that spatial consistency is maintained with the roadways and associated attributes. (Figure 1-3)

3. Roads that define a boundary should be considered consistently urban or rural, and it is strongly recommended that these roadways are carefully evaluated before they are included in or out of the adjusted urban area boundary. In the graphic below, Plympton Street, a major collector, defines the adjusted urban area boundary, and is considered to be an urban major collector, while Plymouth Street, a local roadway, is considered to be an urban local road.

While the urban/rural designation is independent of the functional classification, it is important to recognize that the adjusted urban area boundary is a significant factor in developing the functional classification of a road in an urban/rural context.

Figure 1-2: Example of roadway coincident with Adjusted Urban Area



Source: CDM Smith 2012; Data provided by Massachusetts Department of Transportation

1.4 Developing Adjusted Urban Area Boundaries

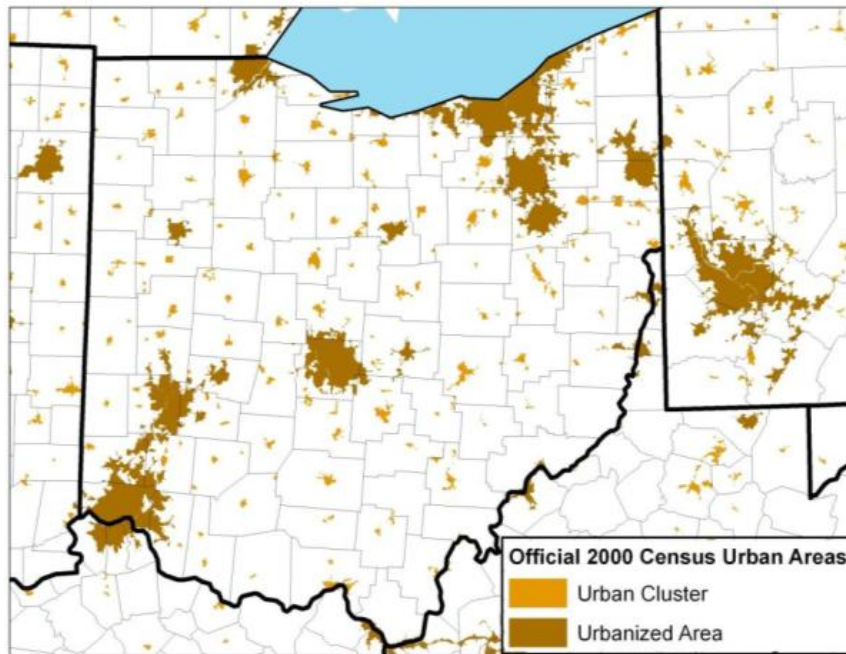
This section outlines a series of recommended technical and procedural steps to develop adjusted urban area boundaries. These tasks should be conducted through a collaborative effort between State Departments of Transportation and their local planning partners.

As described previously, there is no requirement to adjust the Census urban boundaries. States may adopt the Census boundaries as is, or they may adjust them for transportation planning purposes. The only official requirement is that an adjusted boundary includes the original urban area boundary defined by the Census Bureau in its entirety. In other words, any adjustment must expand, not contract, the Census Bureau urban area boundary.

1.4.1 Adjusted Urban Area Boundaries – Technical Tasks

The first step in defining the adjusted urban area boundaries is to obtain the U.S. Census urban area geospatial boundary files.

Figure 1-3: 2000 Census Urban Cluster and Urbanized Areas (Ohio and vicinity)



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

These urban area boundary files should be edited in GIS. Additional GIS layers should also be gathered from the same year as the decennial census (e.g., 2010) or of similar vintage. Potentially useful GIS layers include:

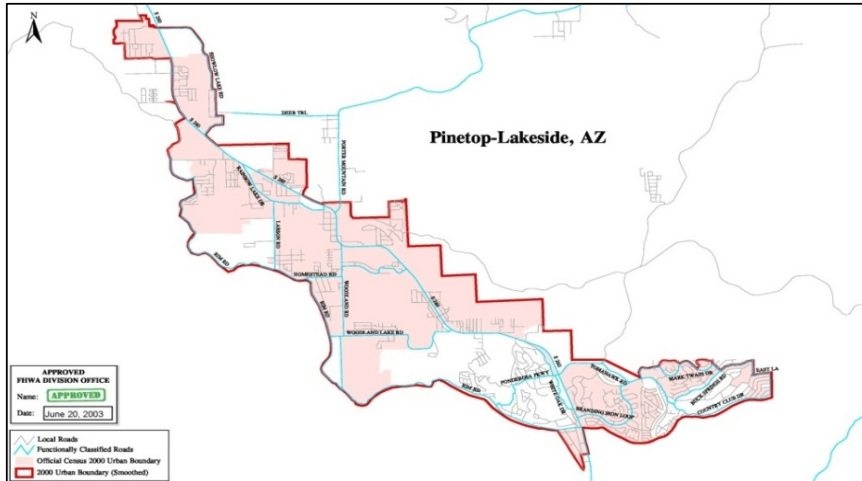
- Land Use, including areas of recent growth
- Roadway Network
- Railroads
- Transit Routes
- Ports (e.g., airports, seaports)
- Military installations
- Other significant traffic generators
- Hydrography
- Municipal boundaries (i.e., incorporated areas)
- Digital Orthophotography

1.4.2 Consideration Factors for Adjusting Urban Areas

When adjusting the urban areas, a variety of factors should be considered. The list below describes these factors and includes an example for each. All examples are courtesy of the Arizona or Massachusetts Department of Transportation.

1. **The adjusted urban area boundary will encompass the entire urban area (of population 5,000 or greater) as designated by the Bureau of Census.**

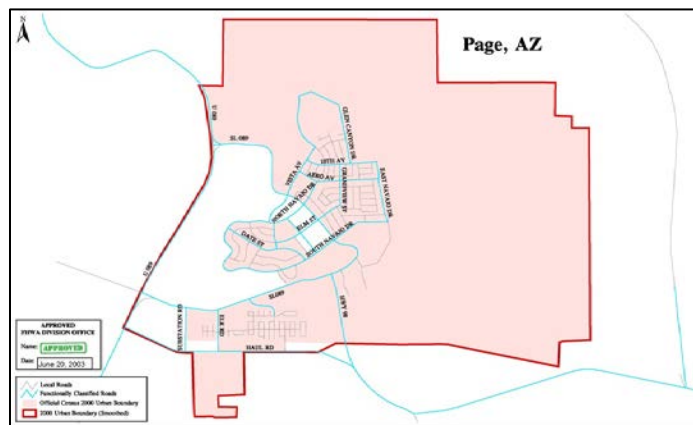
In the example that follows, no part of the original urban area was removed.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

The adjusted urban area boundary will be one, single contiguous area.

In the example below, the new boundary, like the original Census boundary, is a single contiguous area without any holes or discontinuities, such that there is no rural area contained within the outer urban boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

2. **The Adjusted Urban Area Boundary may seek to include entire municipalities (i.e., incorporated areas) if the municipality has not extended its limits well beyond the Census urban area and the municipality is likely to become part of the urban area in the next decade.** Note: this situation may arise when a city has annexed a narrow buffered area along a roadway that extends for several miles outside of the urban area, or has a very aggressive annexation policy. In these situations, the urban area should not be extended to include the annexed territory.

In the example below, the urban area was extended to encompass the entire core municipality.



4. The Adjusted Urban Area Boundary should encompass areas outside of municipal boundaries that have urban characteristics with residential, commercial, industrial, or national defense land uses that are consistent with or related to the development patterns with the boundary.

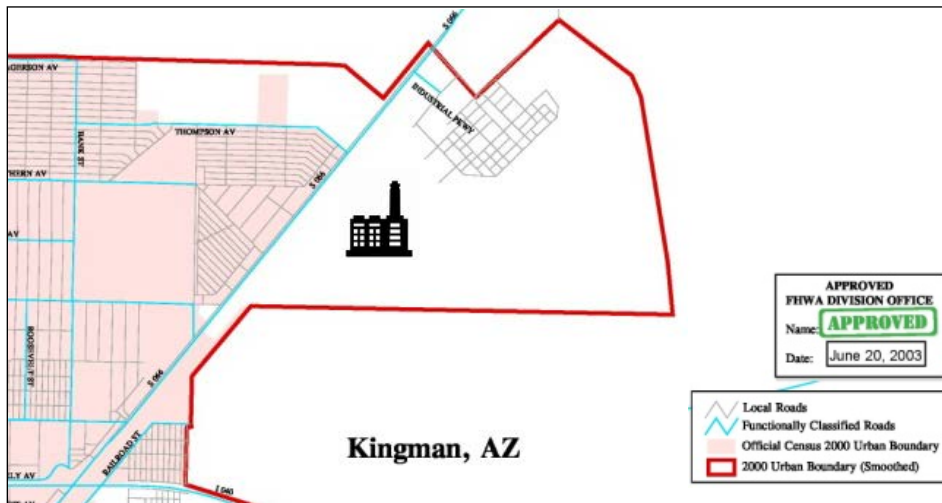
In the example below, the urban area was expanded to cover the nearby Air Force base.



Source: Map created by CDM Smith, using data provided by MassDOT and U.S. 2000 Census.

4. The FHWA adjusted Census urban area boundary should encompass all large traffic generators that are within a reasonable distance from the urban area (e.g., fringe area public parks, large places of assembly, large industrial plants, etc.).

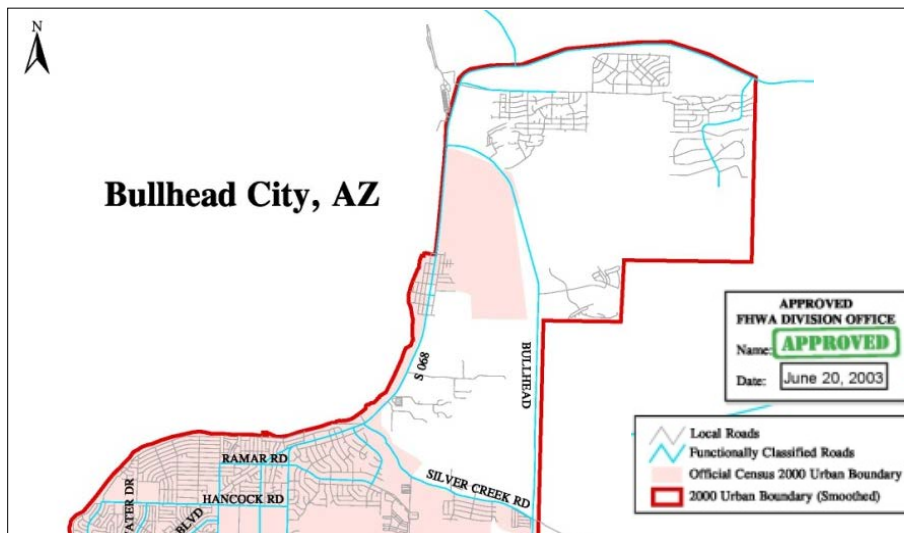
In the example below, the urban area was expanded to include the industrial area east of the Census urban area boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp> with overlay graphic by CDM Smith to identify industrial plant.

5. The adjusted Census urban area boundary should include areas of rapidly developing urbanization that lie within a reasonable distance from the urban area. Moreover, a review of local and regional plans should be conducted so that the boundary reflects expectations for the upcoming decade (i.e., until the next Census urban area boundary release), accounting for anticipated development, roadway construction, and city annexations.

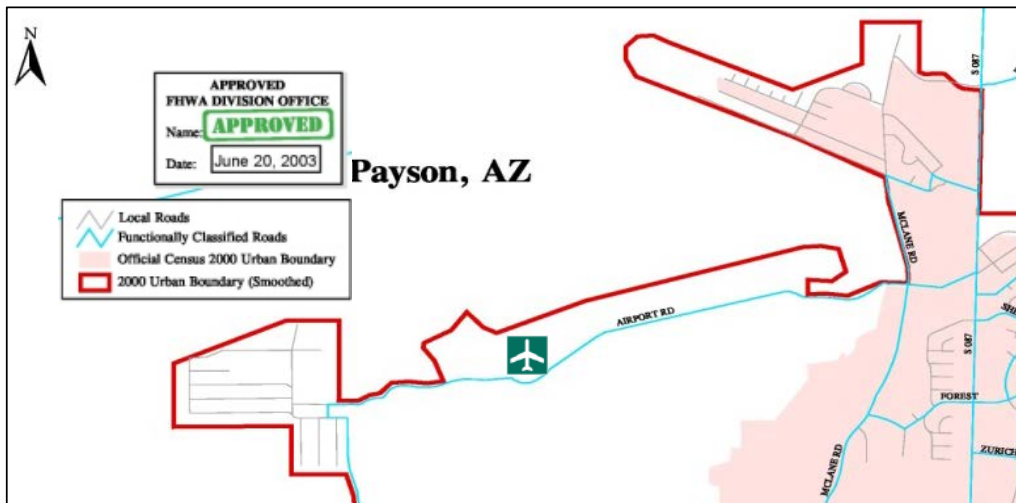
In the example that follows, the urban area was expanded to include the rapidly developing urbanization to the northeast of the Census urban area boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

6. The adjusted urban area boundary should include transportation terminals and their access roads, if such terminals lie within a reasonable distance of the urban area (e.g., airports, seaports).

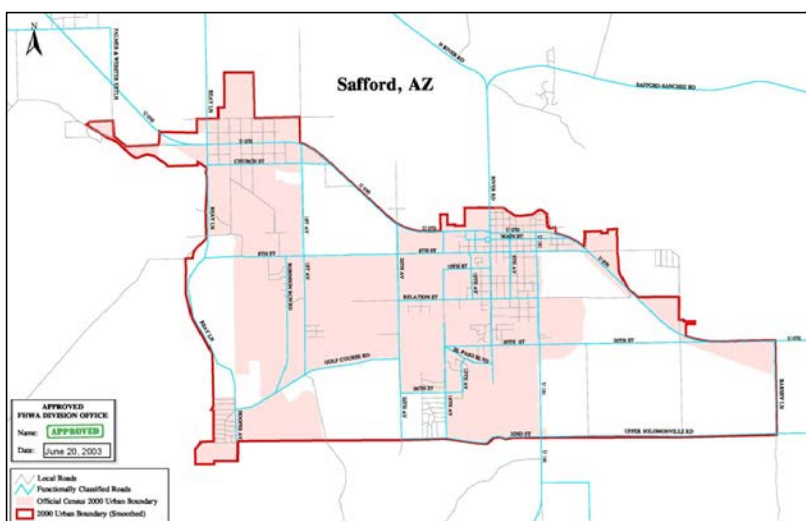
In the example that follows, the urban area was expanded to include the airport to the west of the Census urban area boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp> with overlay graphic by CDM Smith to identify airport.

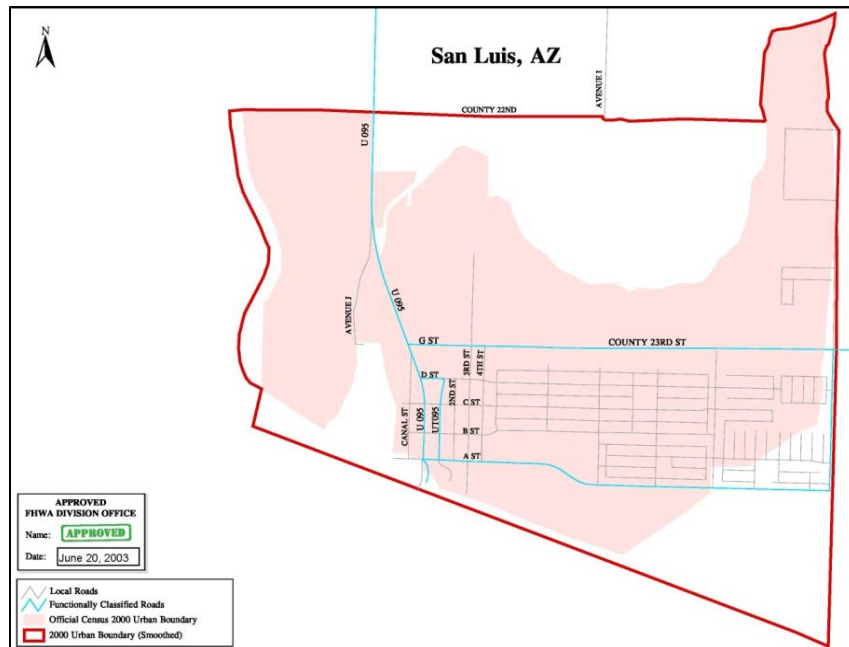
7. The Adjusted Urban Area Boundary should consider transit service routes (e.g., bus route, passenger rail line) in the placement of a boundary location. But their inclusion should not unduly distort the shape or composition of the original Census-defined urban area boundary.
8. The adjusted urban area boundary should be defined so that its physical location is easy to discern in the field from data shown on the map. Whenever possible, if the boundary is going to deviate from political jurisdictional boundaries, it should follow physical features (e.g., rivers, streams, irrigation canals, transmission lines, railroads, streets or highways). In instances where physical features are lacking, the boundary should cross at roadway intersections which are readily identifiable in the field.

In the example that follows, the boundary was adjusted to align with the major east-west roadway to the south.



Source: Arizona Department of Transportation

- In the example below, the boundary was adjusted to be considerably less complex than the original irregular Census boundary.



Additional recommendations regarding the adjustment of the urban area boundaries

- Adjusted urban area boundaries should be defined so that confusion or ambiguity is minimized. For example, a boundary should not be drawn in the middle of a divided highway. The divided highway should be either completely in or completely out of the urban area boundary.
- In instances where a roadway defines the boundary between two urban areas, the roadway should be clearly assigned to the urban area that the roadway primarily serves. If the roadway serves each urban area equally, a business rule should be developed that assigns the roadway appropriately.
- If access controlled roadways are used to define the adjusted urban area boundary, all ramps and interchanges should be either included or excluded concerning the adjusted urban area boundary, interchanges should not be divided by the AUAB.
- For coastal areas, if the intent of the adjusted urban area boundaries is to be reflective of the shoreline, then the generally accepted coastal boundaries most commonly used for geospatial processes such as spatial analysis or map-making should be used.

SAMPLE CITY/COUNTY RESOLUTION

A RESOLUTION REGARDING THE ADJUSTMENT OF 2010 CENSUS DESIGNATED
URBAN BOUNDARIES FOR TRANSPORTATION PURPOSES

WHEREAS, Section 101(a) of Title 23 U.S. Code allows for the State and local officials in cooperation with each other to adjust the Census designated urban area boundaries, subject to approval by the Secretary of Transportation; and

WHEREAS, the California Department of Transportation, on behalf of the Federal Highway Administration, requested the _____(city/county)_____ to adjust, if necessary, the 2010 Census Designated Urban Boundaries; and

NOW, THEREFORE, BE IT RESOLVED, that the _____(City Council/County Board of Supervisors)_____ of the _____(city/county)_____ approves the adjusted urban area for _____ and authorizes submittal to the California Department of Transportation on ____ (date)_____.

SAMPLE MPO CONCURRENCE LETTER

Date

To Whom It May Concern:

The _____, as the Metropolitan Planning Organization for _____,
concurs with the adjustments the _____ has made to the 2010 Census
designated urban boundary area.

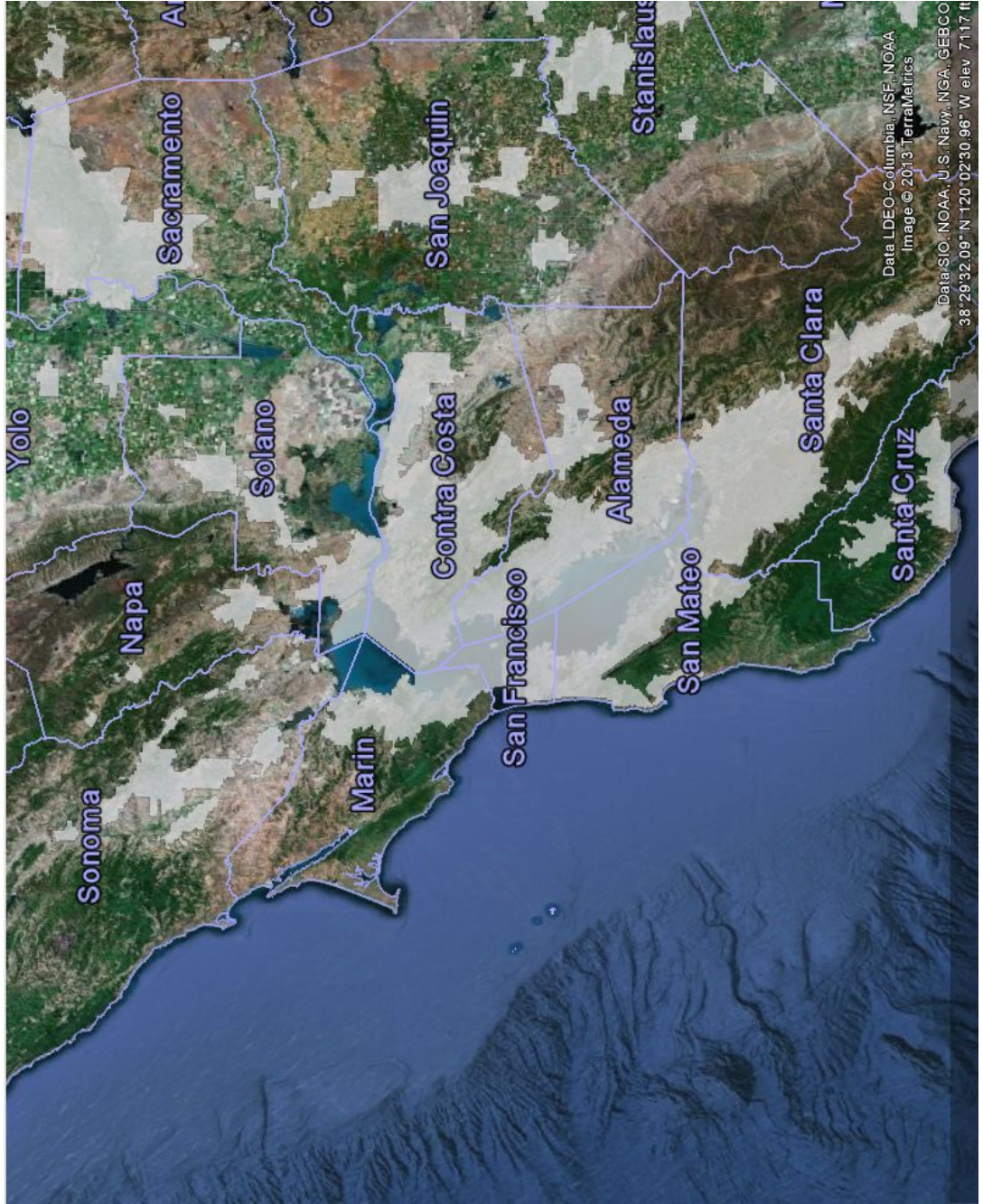
Sincerely,

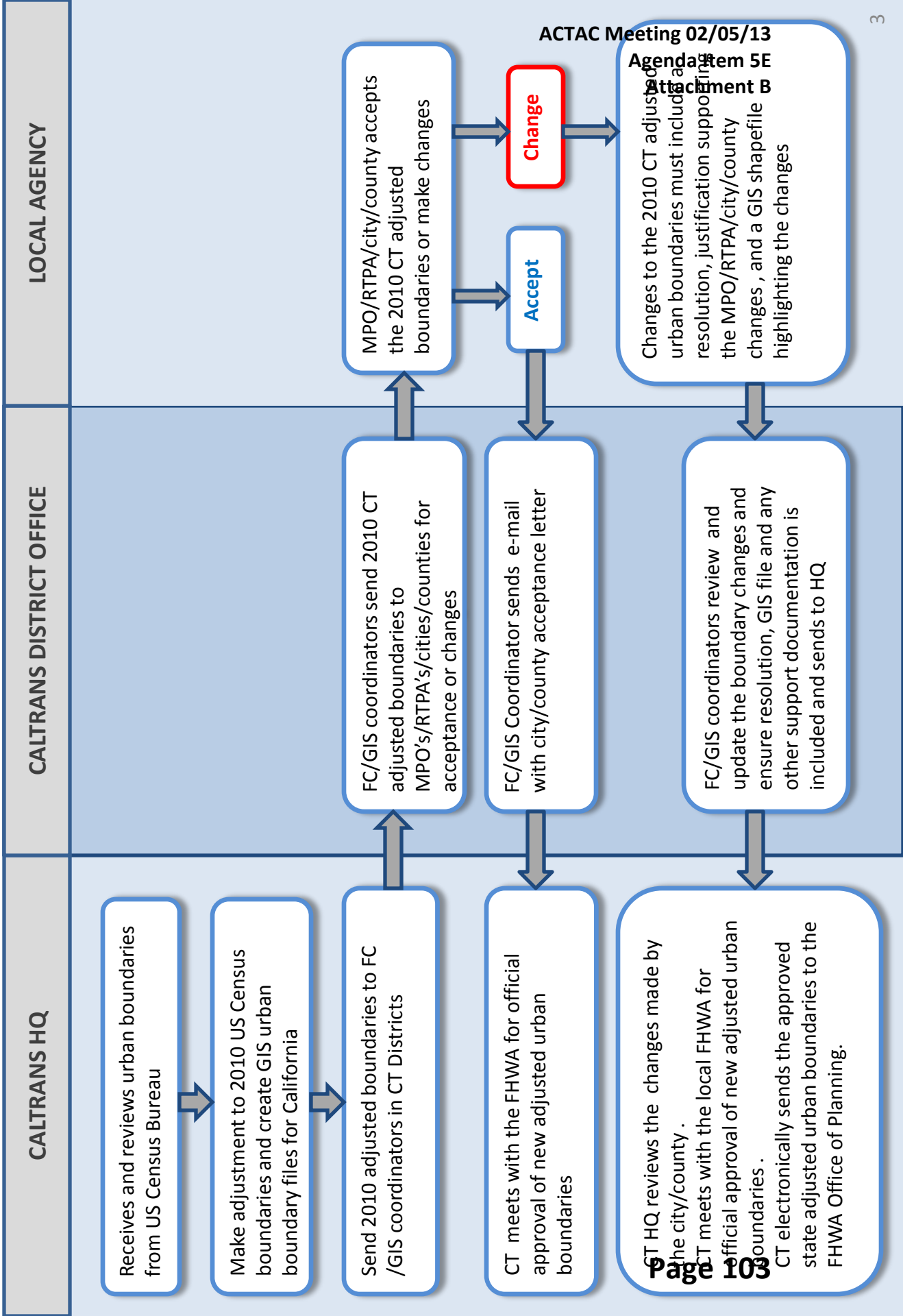
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Adjustment of 2010 Census Designated Urban Boundaries

January 10, 2013

CT Earth Bay Area Overview Map





ACTAC Meeting 02/05/13

Agenda Item 5E
Attachment B

Overview

Objective

Adjustment Process

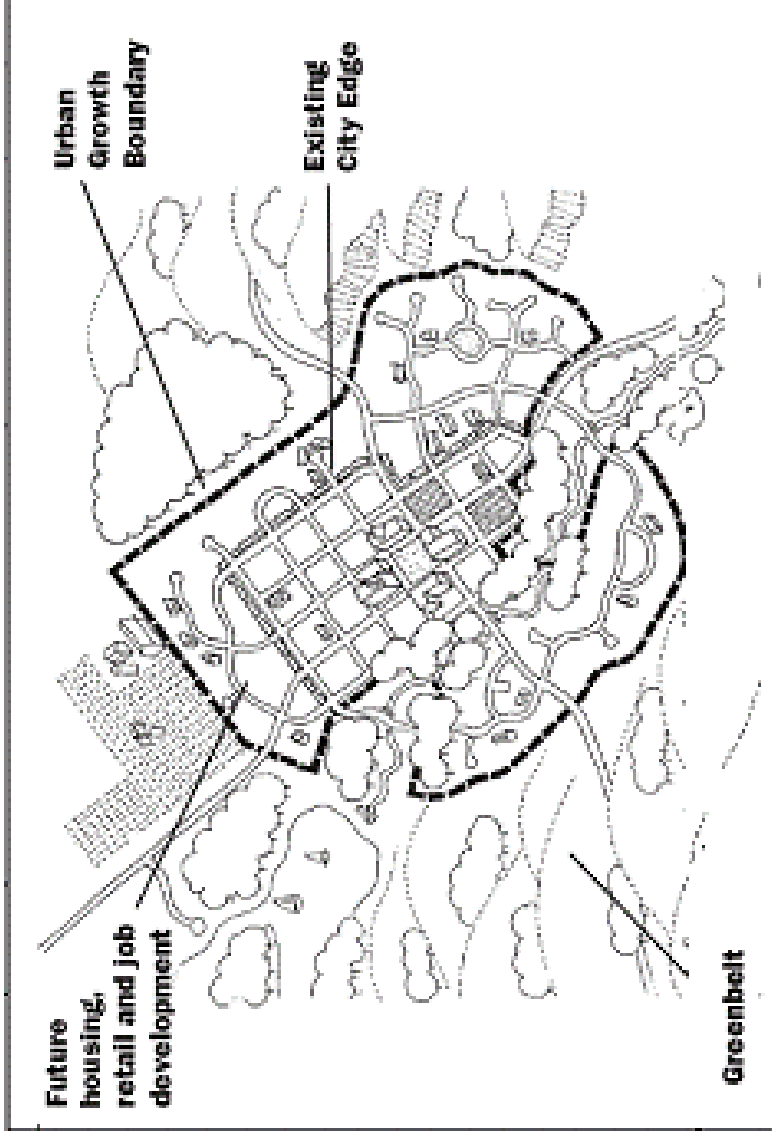
Discussion

Resources

Contact



Why does this matter?



Factors To Consider When Adjusting Urban Areas

Overview

Objective

Adjustment Process

Discussion

Resources

Contact

[FHWA Urban Area Definitions](http://www.fhwa.dot.gov/planning/census_issues/urbanized_areas_and_mpo_tma/faq/page01.cfm#Urban_Area_Definitions)

http://www.fhwa.dot.gov/planning/census_issues/urbanized_areas_and_mpo_tma/faq/page01.cfm#Urban_Area_Definitions

Overview

Objective

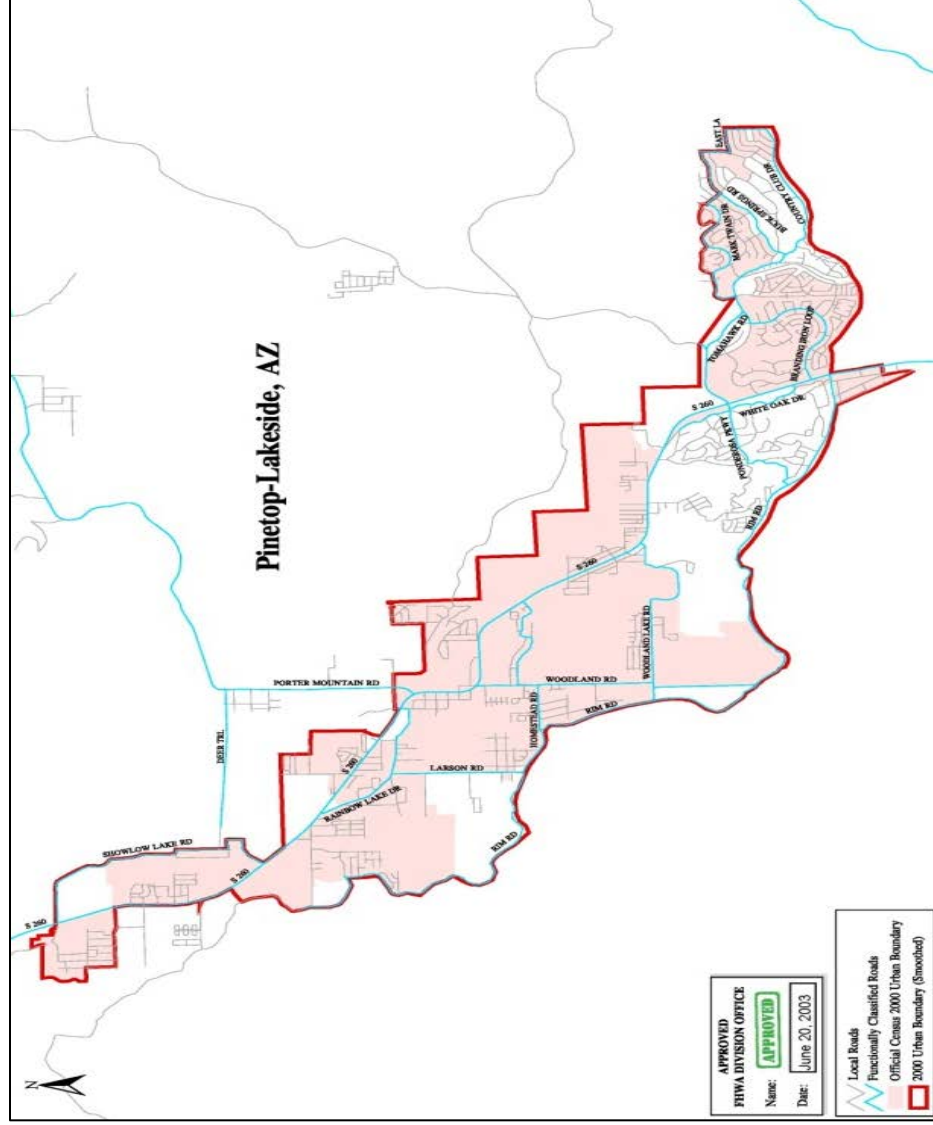
Adjustment Process

Discussion

Resources

Contact

The adjusted urban area boundary will encompass the entire urban area (of population 5,000 or greater) as designated by the Census Bureau. In this example, no part of the original urban area was removed.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

Overview

Objective

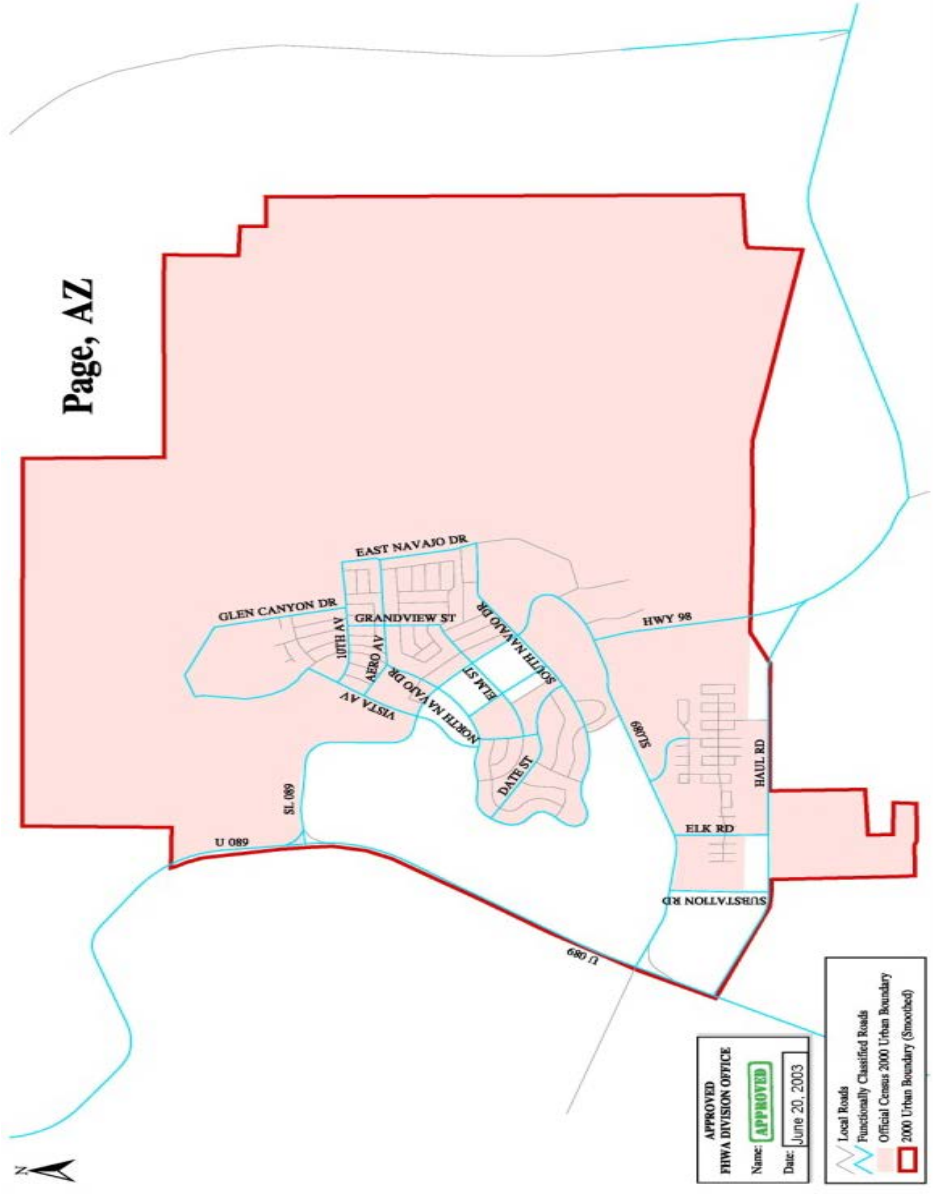
Adjustment Process

Discussion

Resources

Contact

The adjusted urban area boundary will be one, single contiguous area.
 In this example, the new boundary, like the original Census boundary, is a single contiguous area without any holes or discontinuities, such that there is no rural area contained within the outer urban boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

The adjusted urban area boundary may seek to include entire municipalities (i.e., incorporated areas) if the municipality has not extended its limits well beyond the Census urban area and the municipality is likely to become part of the urban area in the next decade.

This situation may arise when a city has annexed a narrow buffered area along a roadway that extends for several miles outside of the urban area, or has a very aggressive annexation policy. In these situations, the urban area should not be extended to include the annexed territory.

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The adjusted urban area boundary should encompass areas outside of municipal boundaries that have urban characteristics with residential, commercial, industrial, or national defense land uses that are consistent with or related to the development patterns with the boundary.

In this example, the urban area was expanded to cover the nearby Air Force base.



Source: Map created by CDM Smith, using data provided by MassDOT and U.S. 2000 Census.

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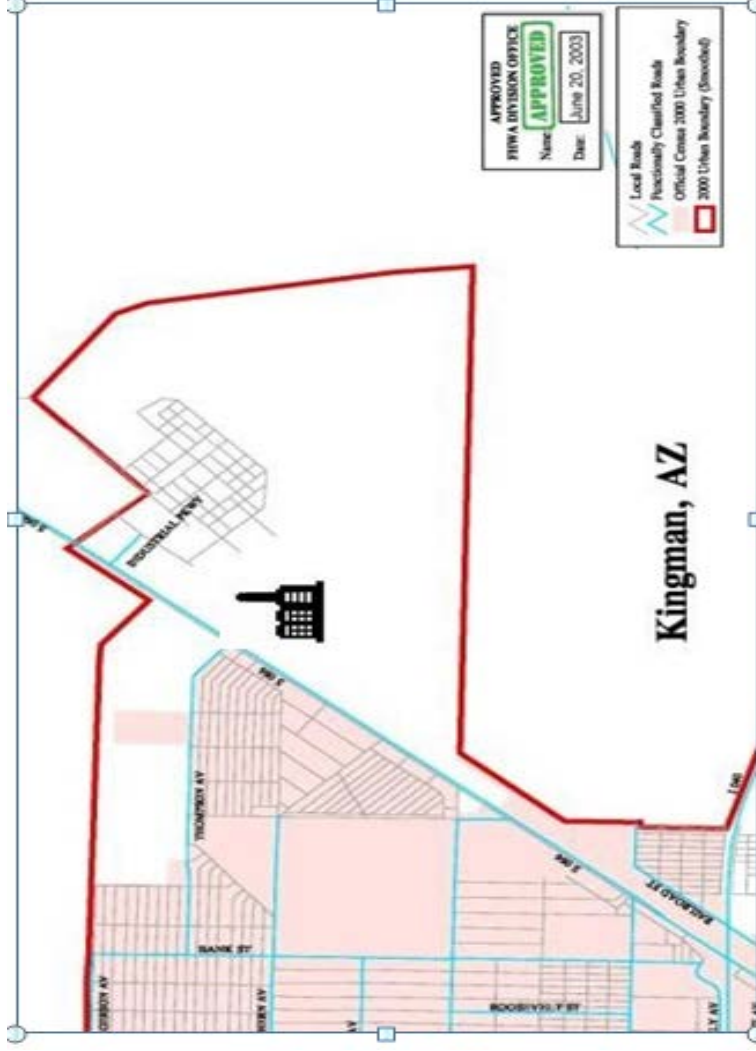
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The FHWA adjusted Census urban area boundary should encompass all large traffic generators that are within a reasonable distance from the urban area (e.g., fringe area public parks, large places of assembly, large industrial plants, etc.).

In this example, the urban area was expanded to include the industrial area east of the Census urban area boundary.



Source: Arizona Department of Transportation;
<http://azdot.gov/mpd/gis/fclass/urban.asp> with overlay graphic by CDM Smith to identify industrial plant.

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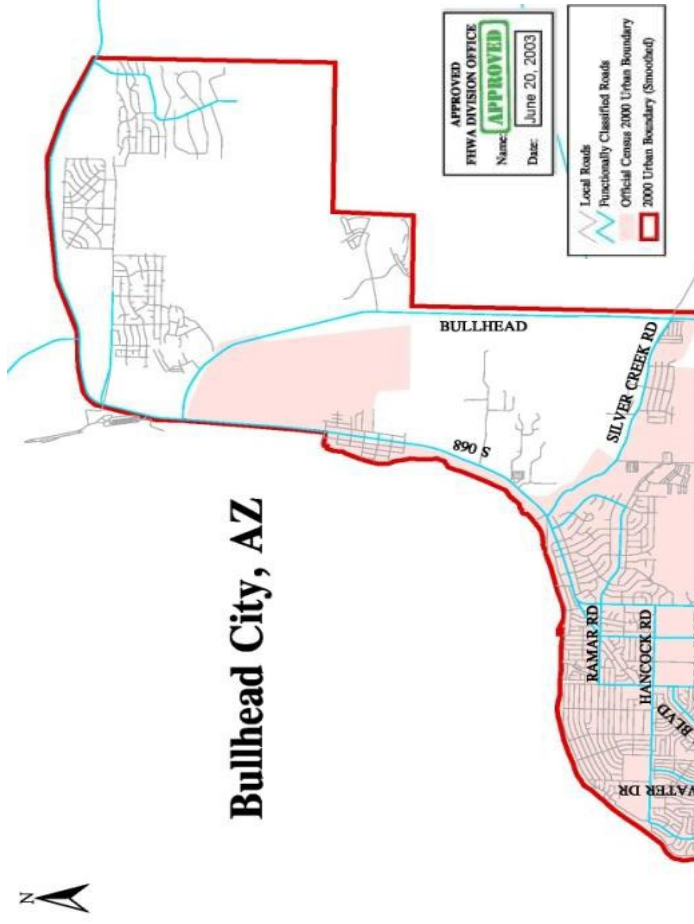
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The adjusted Census urban area boundary should include areas of rapidly developing urbanization that lie within a reasonable distance from the urban area. Moreover, a review of local and regional plans should be conducted so that the boundary reflects expectations for the upcoming decade (i.e., until the next Census urban area boundary release), accounting for anticipated development, roadway construction, and city annexations.

In this example, the urban area was expanded to include the rapidly developing urbanization to the northeast of the Census urban area boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

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The adjusted urban area boundary should include transportation terminals and their access roads, if such terminals lie within a reasonable distance of the urban area (e.g., airports, seaports).

In this example, the urban area was expanded to include the airport to the west of the Census urban area boundary.



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp> with overlay graphic by CDM Smith to identify airport.

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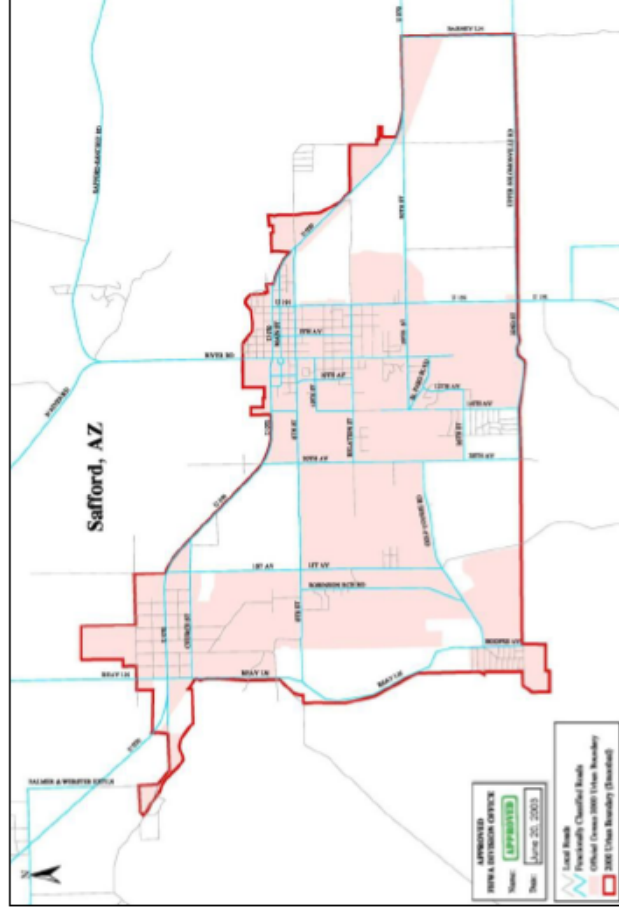
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The adjusted urban area boundary should be defined so that its physical location is easy to discern in the field from data shown on the map. Whenever possible, if the boundary is going to deviate from political jurisdictional boundaries, it should follow physical features (e.g., rivers, streams, irrigation canals, transmission lines, railroads, streets or highways). In instances where physical features are lacking, the boundary should cross at roadway intersections which are readily identifiable in the field.

In this example, the boundary was adjusted to align with the major east-west roadway to the south.



Source: Arizona Department of Transportation

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After the adjusted urban boundary has been defined using all the factors previously listed, remaining boundary irregularities should be minimized to avoid the confusion that irregular boundaries can create.

In this example, the boundary was adjusted to be considerably less complex than the original irregular Census boundary .



Source: Arizona Department of Transportation; <http://azdot.gov/mpd/gis/fclass/urban.asp>

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If the Agency decides to **adjust** the Urban Area Boundary, the following documents need to be provided back to MTC by March 11, 2013:

Document
<ul style="list-style-type: none">• GIS shapefile (or marked up paper map) highlighting the changes to the Urban Area Boundary.• Local Agency resolution.• MTC concurrence letter supporting the Urban Area Boundary adjustments.• Any additional supporting documentation as needed.

If the Agency decides **not to adjust** the Urban Area Boundary, the following documents need to be provided:

Document
<ul style="list-style-type: none">• Send an email to MTC to confirm that you accept the proposed 2010 Urban Area Boundary.

EXAMPLE OF CITY/COUNTY RESOLUTION

A RESOLUTION REGARDING THE ADJUSTMENT OF 2010 URBAN BOUNDARIES FOR TRANSPORTATION PURPOSES

WHEREAS, Section 101(a) of Title 23 U.S. Code allows for the State and local officials in cooperation with each other to adjust the Census designated urban area boundaries, subject to approval by the Secretary of Transportation; and

WHEREAS, the California Department of Transportation, on behalf of the Federal Highway Administration, requested the _____ (city/county) _____ to adjust, if necessary, the 2010 Census Designated Urban Boundaries; and

NOW, THEREFORE, BE IT RESOLVED, that the _____ (City Council/County Board of Supervisors) _____ of the _____ (city/county) _____ approves the adjusted urban area for _____ and authorizes submittal to the California Department of Transportation on _____ (date) _____.

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EXAMPLE OF MPO CONCURRENCE LETTER

Date:

To Whom It May Concern:

The _____, as the Metropolitan Planning Organization for _____, concurs with the adjustments that _____ has made to the 2010 Census designated urban boundary area.

Sincerely,

Fly To Location

Sacramento, CA

GO

Map Tools

- ☐
- Postmile Lookup
-
- ☐
- Measure

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- ▶ Hydrography
- ▶ Options

Link

- [Caltrans Earth Main](#)
- [Feedback](#)
- [Registration](#)
- [WMS Service](#)

http://www.dot.ca.gov/hq/tsip/gis/caltrans_earth/overview.php

<http://earth.dot.ca.gov/>

ACTAC Meeting 02/05/13
Agenda Item 5E
Attachment B

Google earth

[Terms of Use](#)

Eye alt: 933.33 mi

41°37'48.26" N 116°26'43.30" W elev: 5536 ft

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Dick Fahey

(D4 Functional Classification Coordinator)

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dick_fahey@dot.ca.gov

Questions?

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From: Marcella Aranda [<mailto:MAranda@mtc.ca.gov>]
Sent: Wednesday, January 23, 2013 3:47 PM
Cc: dick.fahey@dot.ca.gov; joseph_aguilar@dot.ca.gov
Subject: LSRWG: Answers to questions Re: Follow-up to LSRWG meeting: Urban Area Boundary Adjustment presentation

Hi there-

Below are the responses to questions asked at the January 10 LSRWG meeting regarding the Urban Area Boundary Adjustment task. Should you wish to review the presentation or familiarize with the task, please review the online agenda (Item 5D) at: <http://apps.mtc.ca.gov/events/agendaView.akt?p=1988>. As a reminder, all jurisdictions are requested to submit a response, whether it be corrections or concurrence, to Sui Tan at stan@mtc.ca.gov by **March 11, 2013**.

Thank you-
Marcella

Marcella Aranda
Planning Technician, Programming & Allocations
Metropolitan Transportation Commission
P: 510.817.5814 | F: 510.817.5848 | E: marand@mtc.ca.gov

 Please consider the environment before printing this email.

>>> Joseph Aguilar <joseph.aguilar@dot.ca.gov> 01/18/13 4:21 PM >>>

Hello Marcella,

As promised here are the answers to the four questions needing some research made at the LSWG meeting on January 10, 2013:

Q1-Rural area inside an urban area?

A1-It may be best to designate as urban a rural pocket in the middle of an urban area. Which could be justified as meeting consistency or geographic continuity to avoid any holes or discontinuities in the urban boundary area per FHWA guidelines. It is important to remember that any adjustment must expand, not contract, the US Census Bureau urban area boundary.

Q2-How is reasonable distance defined?

A2-There is no hard definition on this factor. Large traffic generators on the urban fringe such as airports, industrial parks, regional shopping centers and other urban attractions with uses that are consistent with or related to the development patterns should be encompassed by the urban area. Again factor's such as the size/density of the urban area, relative proximity and the trips generated should be considered.

Continuing on the "reasonable distance" theme, FHWA is also asking that local agencies be cognizant of any large, proposed developments expected to

be built out between now and the next census, and consider extending the urban area boundary to include it, if warranted.

Q3-What are the geographical limits (minimum/maximum) for a defined urban area?

A3-The geographical footprints of small urban areas and urbanized areas are defined/established by FHWA every ten years based on updated census population data. Census blocks provide the "building blocks" for measuring population density and delineating each urban area. Population density is a key factor to the extent that it is used by the US Census Bureau to determine urban areas. While primarily based on population count, density plays a role in determining whether an area is rural or urban. For more 2010 Census Urban Area information go to <http://www.census.gov/geo/www/ua/uafaq.html>

Q4-Impact of city urban boundary expansion/encroachment on the county or abutting city urban areas?

A4-We do encourage dialogue/coordination between local agencies where this may be a potential issue. Potentially an issue may arise where a roadway defines the boundary between two urban areas, the roadway should be clearly assigned to the urban area that the roadway primarily serves.

If you could send these responses to the LSRWG with a reminder on the due date of March 11, 2013 that would be much appreciated.

Joseph (Joe) Aguilar
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METROPOLITAN
TRANSPORTATION
COMMISSION

ACTAC Meeting 02/05/13
Agenda Item 5F
PARTNERSHIP LOCAL STREETS AND ROADS
WORKING GROUP MEETING
101 - 8th St., 2nd Floor, Claremont
Thursday, January 10, 2013
9:30 a.m. – 11:30 a.m.

AGENDA

Topic	Estimated Time
1. Introductions (<i>Craig Tackabery, Chair</i>)	3 min
2. Review of Working Group Minutes*	4 min
A. Joint Partnership Local Streets and Roads/ Programming and Delivery Working Group – November 8, 2012* (<i>Craig Tackabery, Chair</i>)	
3. Standing/ Programming Updates:	
A. Federal Programs Delivery Update (STP/CMAQ, RIP-TE, HBP, Local Safety)* (<i>Marcella Aranda</i>)	10 min
B. Quarterly Inactive Obligations Update* (<i>Marcella Aranda</i>)	5 min
<i>(The Quarterly Inactive Obligations listing for the period of 10/01/2012-12/31/2012 is available online at: http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm. Project sponsors have until February 22, 2013 to submit a valid FMIS transaction or justification or risk deobligation of project funds.)</i>	
4. Federal/State Program Announcements:	
A. Caltrans Division of Local Assistance Web Update Announcements (DLAWUA)* (<i>Memo Only</i>)	
<i>(Caltrans Division of Local Assistance has posted program updates/announcements to their website. Jurisdictions are encouraged to review the bulletins for program changes.)</i>	
i. [DLAWUA] DLA-OB 12-03R - LAPM Ch 10 Consultant Selection has been issued*	
<i>(DLA-OB 12-03R - LAPM Ch 10 Consultant Selection has been posted to the Local Assistance website at: http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/DLA_OB.htm)</i>	
5. Discussion Items:	
A. OneBayAreaGrant Update (<i>Craig Goldblatt</i>)	10 min
B. TIP Update* (<i>Sri Srinivasan</i>)	10 min
i. 2013 TIP Project Sponsor Review Schedule & Primer* (<i>Sri Srinivasan</i>)	
ii. 2011 TIP Update*	
<i>(The current TIP and subsequent TIP Revisions are available online at: http://www.mtc.ca.gov/funding/tip/2011/revisions.htm)</i>	
C. DRAFT 2013 LSRWG Workplan* (<i>Theresa Romell</i>)	10 min
D. Urban Boundaries Updates Requested by FHWA* (<i>Joe Aguilar, Caltrans D4</i>)	20 min
6. Informational Items: (“Memo Only” unless otherwise noted)	
A. Upcoming UC Berkeley Tech Transfer Courses*	
B. P-TAP Cycle 14 Update	
<i>(Local contribution checks are due by February 15th for awarded projects. Failure to submit the local contribution funds in a timely manner will disqualify your project and P-TAP funds may be rescinded.)</i>	
C. PMP Certification Status*	
<i>(Current PMP Certification status is available online at: http://www.mtcpms.org/ptap/cert.html)</i>	
D. MTC’s “Street Talk”, November 2012: Vol 25, Issue 1*	
E. 2013 Local Streets and Roads Working Group Meeting Calendar*	
7. Recommended Agenda Items for Next Meeting: (<i>All</i>)	5 min

The next JOINT LSR/PDWG meeting:

Monday, February 4, 2013

9:30a – 12:30p

MetroCenter, 1st Floor, Auditorium

101-8th Street, Oakland 94607

* = Attachment in Packet

** = Handouts Available at Meeting

Contact Marcella Aranda at maranda@mtc.ca.gov if you have questions regarding this agenda.