



Countywide Transportation Plan Update and Transportation Expenditure Plan Development Steering Committee Meeting Agenda

Thursday, May 24, 2012, 12 to 2 p.m.

1333 Broadway, Suite 300, Oakland, CA 94612

Mayor Mark Green, Chair

Councilmember Kriss Worthington, Vice Chair

(see back for members)

Meeting Outcomes:

- Approve the Final TEP and ordinance and make a recommendation to the Commission to approve the Final TEP and request the Board of Supervisors (BOS) place it on the November 2012 ballot
- Approve the revised draft of the CWTP
- Receive an update on the student transit pass program
- Receive an update on the Sustainable Communities Strategy (SCS)/Regional Transportation Plan (RTP) process

12:00 p.m. **1. Welcome and Call to Order**

12:00 – 12:05 **2. Public Comment**

12:05 – 12:10 **3. Approval of March 22, 2012 Minutes** A
03 Steering Committee Meeting Minutes 032212.pdf – Page 1

12:10 – 12:40 **4. Approval of the Final TEP and Ordinance and Recommendation to the Commission for Approval and to Request the BOS Place the TEP on the November 2012 Ballot** A
04 Memo Final TEP and Ordinance Recommendation.pdf – Page 9
04A Alameda County Ordinance for 2012 TEP.pdf – Page 13

Note: Final TEP available online at

[http://www.alamedactc.org/files/managed/Document/6898/
ALAMEDA_TEP_Final.pdf](http://www.alamedactc.org/files/managed/Document/6898/ALAMEDA_TEP_Final.pdf)

12:40 – 1:00 **5. Discussion on and Approval of the Final Draft CWTP** A
05 Memo Final Draft CWTP.pdf – Page 21

Note: Draft CWTP available online at

http://www.alamedactc.org/app_pages/view/3070

1:00 – 1:40	6. Discussion on Student Transit Pass Program	
	<u>06 Memo Student Transit Pass Program Draft Scope of Work.pdf – Page 25</u>	
	<u>06A Draft Scope of Work.pdf – Page 29</u>	
	<u>06B Comments and Response to Draft Student Transit Pass Program.pdf – Page 47</u>	
	<u>06C Contacts on Student Transit Pass Program Development.pdf – Page 53</u>	
1:40 – 1:45	7. Update: Steering Committee, CAWG, TAWG, and Other Items/Next Steps	
	<u>07 Memo Regional SCS-RTP CWTP-TEP Update.pdf – Page 57</u>	
	<u>07A CWTP-TEP Committee Meetings Schedule.pdf – Page 69</u>	
	<u>07B CAWG and TAWG March 2012 Minutes.pdf – Page 73</u>	
1:45 – 1:50	8. Member Reports	
1:50 – 1:55	9. Staff Reports	
1:55 – 2:00	10. Other Business	
2:00 p.m.	11. Adjournment	

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Steering Committee Members:

Mark Green, Chair
Mayor, City of Union City

Kriss Worthington, Vice Chair
Councilmember, City of Berkeley

Ruth Atkin, Councilmember
City of Emeryville

Tom Blalock, Director
BART

Suzanne Chan, Vice Mayor
City of Fremont

Scott Haggerty, Supervisor
County of Alameda

Greg Harper, Director
AC Transit

Olden Henson, Councilmember
City of Hayward

Jennifer Hosterman, Mayor
City of Pleasanton

Rebecca Kaplan, Councilmember
City of Oakland

Nate Miley, Supervisor
County of Alameda

Larry Reid, Councilmember
City of Oakland

Tim Sbranti, Mayor
City of Dublin

Rob Bonata, Vice-Mayor
Alternate, City of Alameda

Luis Freitas, Vice Mayor
Alternate, City of Newark

John Marchand, Mayor
Alternate, City of Livermore

Joyce Starosciak, Councilmember
Alternate, City of San Leandro

Staff Liaisons:

Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation, (510) 208-7428, tlengyel@alamedactc.org
Beth Walukas, Deputy Director of Planning, (510) 208-7405, bwalukas@alamedactc.org

Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.

This page intentionally left blank



**Countywide Transportation Plan Update and Transportation Expenditure Plan
Development Steering Committee Meeting Minutes
Thursday, March 22, 2012, 12 p.m., 1333 Broadway, Suite 300, Oakland, CA**

Attendance Key (A = Absent, P = Present)

Members:

<u> P </u> Mayor Mark Green, Chair	<u> P </u> Councilmember Rebecca Kaplan
<u> P </u> Councilmember Kriss Worthington, Vice-Chair	<u> P </u> Supervisor Nate Miley
<u> P </u> Councilmember Ruth Atkin	<u> P </u> Councilmember Larry Reid
<u> P </u> Director Tom Blalock	<u> P </u> Mayor Tim Sbranti
<u> P </u> Vice Mayor Suzanne Chan	<u> A </u> Vice Mayor Rob Bonata (Alternate)
<u> P </u> Supervisor Scott Haggerty	<u> A </u> Vice Mayor Luis Freitas (Alternate)
<u> P </u> Director Greg Harper	<u> P </u> Mayor John Marchand (Alternate)
<u> P </u> Councilmember Olden Henson	<u> A </u> Councilmember Joyce Starosciak (Alternate)
<u> P </u> Mayor Jennifer Hosterman	

Staff:

<u> P </u> Arthur L. Dao, Alameda CTC Executive Director	<u> P </u> Vanessa Lee, Clerk of the Commission
<u> P </u> Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation	<u> P </u> Tamara Halbritter, Acumen Building Enterprise, Inc.
<u> P </u> Beth Walukas, Deputy Director of Planning	<u> P </u> Geoffrey Gibbs, Legal Counsel
	<u> P </u> Zack Wasserman, Legal Counsel

Guest(s): Please see the attached attendee list.

1. Welcome and Call to order

Chair Mark Green called to order the Countywide Transportation Plan (CWTP) Update and Transportation Expenditure Plan (TEP) Development Steering Committee meeting at 12:05 p.m.

2. Public Comment

There were no public comments.

3. Approval of January 26, 2012 Minutes

Mayor John Marchand moved to approve the January 26, 2012 minutes as written.

Councilmember Larry Reid seconded the motion. The motion carried unanimously (8-0).

4. Update on CWTP-TEP Activities Since Last Meeting

Tess Lengyel gave an update on the Countywide (CWTP) and Transportation Expenditure Plan (TEP) activities since the last meeting. She stated that staff has visited many cities and transit operators to build support and get approval of the TEP. The Community Advisory Working Group (CAWG) and Technical Advisory Working Group (TAWG) members also met

in March. Members will discuss the draft polling questions in the packet under agenda item 5. Members will also discuss and receive an update on the CWTP under agenda item 7.

5. Discussion and Approval of Polling Questions

Art Dao stated that Alameda CTC had planned for a third and final poll to make a go-no-go decision. He stated that many things have changed in two years, and the fall poll was positive for the measure. Art informed the committee that the majority of the cities representing the majority of the population have approved the TEP. At this point, things are going as planned and the need for the last poll is diminishing. Art made the recommendation to the Steering Committee not to perform the last poll.

Overall, the committee agreed that remarkable progress has been made in getting the approval of the TEP from the cities and AC Transit; however, it appears that similar work has not been done for community-based organizations. The community advocacy groups are not aware of the amended language in the TEP. Staff agreed that Alameda CTC plans to perform more outreach with community-based organizations. Staff mentioned that Alameda CTC focused on the city councils first and is now scheduling meetings with community-based organizations such as Urban Habitat, TransForm, Sierra Club, etc.

The general consensus of the Committee is not to do the third poll and to use the remaining funds for the poll on outreach efforts.

6. Discussion on City Council Approvals of the TEP and Alameda CTC Outreach Efforts

Tess Lengyel gave a status update on city council approvals of the TEP and Alameda CTC outreach efforts. Alameda CTC has received endorsements from eight cities and one transit agency on the TEP to date: Emeryville, Fremont, Hayward, Livermore, Oakland, Piedmont, San Leandro, and Union City. The AC Transit Board unanimously supported the TEP. Alameda CTC is scheduled to go the Board of Supervisors (BOS) on Tuesday, March 27, 2012 and again in June after the Commission's final approval in May 2012. During April and May, the Alameda CTC will go to the following cities and agencies for endorsement of the plan: Alameda, Albany, BART, Berkeley, Dublin, Newark, and Pleasanton.

Tess stated that staff will release the first set of TEP outreach toolkits at the April 3, 2012, Alameda County Technical Advisory Committee meeting. The toolkits will include frequently asked questions, fact sheets for every city, fact sheets by transportation mode, fact sheets for each Alameda County planning area, and a sample PowerPoint presentation. During April and May, staff will provide toolkits to all community advisory committees, CAWG, TAWG, and the Commissioners.

Alameda CTC is reaching out to community-based organizations. Staff is now working with the East Bay Bicycle Coalition, Sierra Club, and Urban Habitat, and will reach out to rotaries, business organizations, school districts, and community-based organizations, including having a presence at community events and fairs. The Livermore Chamber of Commerce and Fremont Chamber of Commerce have endorsed the TEP.

Staff acknowledged that meetings are also in progress with representatives from the Alameda County Office of Education, Alameda County school districts, Genesis, Sierra Club, Urban Habitat, and other community advocacy groups to develop the scope of work that will test different models of the student transit pass program for different areas of the county. The next meeting is scheduled for April 4, 2012.

7. Discussion on and Approval of the Draft CWTP

Beth Walukas gave a presentation of the Draft CWTP. She reiterated that the CWTP is a long-range policy document that allocates \$9.5 billion in funding for transportation investments in Alameda County through 2040. The CWTP is coordinated with the Metropolitan Transportation Commission (MTC) Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS) that is being developed by the Association of Bay Area Governments (ABAG). The CWTP is updated every four years.

Within this update, Alameda CTC implemented performance-based measures, using three scenarios, and integrated a local SCS strategy. Alameda CTC developed the CWTP in conjunction with TEP and did extensive outreach to gather input on the plan. The CWTP is dependent on voters passing the TEP in November 2012.

Beth highlighted the following in her presentation including the structure of the document:

- Many “firsts” occurred in developing the CWTP, which represents a new way of countywide transportation planning.
- Performance-based measures will measure progress against Alameda CTC goals.
- The multimodal plan will address the County’s diverse needs.
- The CWTP includes a financially constrained list of projects because \$9.5 billion in funding is available, and the call for projects resulted in \$30 billion in “need” for projects and programs.
- CWTP performance was reviewed for: Key benefits, access improvements, greenhouse gas emissions reduction, and congestion relief.

The key changes to the CWTP since September 2011 are as follows:

- The total funding available for projects and programs increased.
- The plan incorporates clarification from project sponsors in terms of title changes or project definitions.
- The plan aligns with the TEP for consistency in projects, programs, and funding levels.
- The plan aligns with the RTP/SCS for project costs and land-use assumptions to be consistent with the SCS.
- Two projects moved to the committed lists: Crow Canyon Safety Improvements and Route 24/Caldecott Tunnel Enhancements.

Beth stated that the comments from the CAWG/TAWG were incorporated in the plan to clarify the definition of programmatic need, especially for projects documented in Community Based Transportation Plans, and Appendix H shows the eligible projects by programmatic categories.

The next steps for the CWTP are:

- Staff receives comments on the draft plan by April 13 and includes the comments in the May final draft.
- The Steering Committee and the Commission approve the Final Draft CWTP in May 2012.
- The CWTP incorporates final land use and transportation scenarios adopted by MTC and ABAG in the RTP/SCS in April 2013.
- Alameda CTC will conduct a final round of evaluation and revise the CWTP, if needed by summer 2013.
- The BOS will place the TEP on the November 2012 ballot.

Questions/feedback from the members:

Aging Population

- The MTC poll showed the increase of people over 65 and up, regionwide, as 131 percent by 2040. Is the Alameda County increase in aging population as high or higher? Staff said that Alameda County aging population will increase, and the population is aging in place. Staff stated that page 3-8 of the plan shows that the 65 and up population in Alameda County is expected to double between 2005 and 2035, as a share of total population, which equates to approximately 130 percent. The Alameda County growth rate for the aging population is very close to the region average. The TEP more than doubled funding for paratransit so that we have developed a plan with the population increase in mind.
- Currently, the plan shows the number one destination for walkers is school. Do you anticipate the destination for walkers changing from school to work in the future? Staff stated that they don't know if walking to work will become number one; however, the number of jobs in Alameda County Priority Developments (PDAs) will increase from 42 to 50 percent and more people could walk to work if certain types of employment and housing are located in Priority Development Areas.

The Commissioners stated that since the growing senior population is projected to skyrocket in Alameda County, senior housing that is transit oriented can increase the walking trips if planned right. This will also free up single-family housing for a new generation of younger families.

Jobs

- Do we know the number of jobs that the TEP will generate, especially since it's advertised that the TEP is a jobs measure? Staff stated that Alameda CTC is working on that with an economic group in Berkeley to assist in getting that information.

Goods Movement and Emissions Reduction

- Is the goods movement information on page 3-24, figure 3-26 for planned or existing? Staff stated existing. The figure shows that I-580 and Highway 13 through Oakland have freight corridors. Staff stated that the term “freight route” will be removed. On page 3-22, figure 3-25 shows a 500 percent increase in freight travel. Some members stated that they understood that Alameda CTC would be looking at the impacts of the truck ban on I-580 on the Port of Oakland and the lives of people in East Oakland, and are in favor of a study on I-580 to allow trucks access between 9 a.m. and 3 p.m., Monday through Friday. Staff stated that funding for a number of projects in the CWTP will result in reduced congestion for autos and trucks. A study on strategies to reduce a range of pollution impacts from trucks on I-880 would be helpful. The goal is not to move trucks from I-880 to I-580. Staff stated that the CWTP identified the need for a significant, detailed, goods movement plan, and the CWTP does not address goods movement at this detailed level.
- On page 6-25, when we talk about potential carbon dioxide emissions reduction, does it include freight-based reductions? Staff stated that it covers cars and light trucks only. Large trucks carrying freight is not included in the calculations in figure 6-11 to reduce emissions. Language will be added to clarify what is assumed in the emissions reduction calculation.
- Can we include projected emission reductions from pricing-based programs? Staff stated that a pricing study is recommended in Chapter 7. The Port of Stockton is doing a barge study, and Alameda County may be able to use applicable findings and results from that study.

BART to Livermore

- The BART to Livermore project on page 6-13 shows \$1.88 billion, yet the total cost for both phase 1 and 2 is \$4.8 billion. Most estimates heard were half that amount, where did the \$1.88 billion come from? Staff stated that the dollar amount came from MTC, and the figure is escalated to year of expenditure dollars. The Environmental Impact Report (EIR) for the phase 1 project will better define the project costs and description. The funds for the EIR will come from MTC.

Other

- Based on prior history, how much will the TEP leverage? Staff will forward that information to the committee.
- It would be helpful to see how the different categories in the TEP relate to the CWTP. One category not in the CWTP is “new technologies” and there are expenditures in the TEP devoted to that. Staff stated that a summary of program funding by category is found on page 6-20; it’s not exactly the same but similar, and new technologies is included in the CWTP. Page 3-13 has a small section on emerging new technologies.
- Are the trips on page 3-17, figure 3-16 round-trips or single trips? Staff stated one-way trips. For bicycle trips, is there a difference between cycling for transportation

versus recreation? Staff stated that the chart includes all trips regardless of trip type and further analysis is necessary to look exclusively at commute trips.

- On page 3-13, it appears that LAVTA handles 8 to 11 percent of paratransit services in Alameda County and will only receive 3 percent versus 8.4 percent of the funds in the new TEP. Staff stated that there was a shift in the funding formula. It's now based on population, ages 70 and above, so LAVTA is getting 11 percent for paratransit, which equates to a 164 percent increase in the new plan.
- Where is Central County featured on page 6-24, the second bullet point? Staff stated that the numbers shown on page 6-24 are countywide and are not broken out by planning area. Councilmember Henson requested information on improved access to activity centers and frequent transit service for low income households specific to Central County so he could convey this to his constituents in Central County. Staff said they would provide that information to him. .

Public comment:

Jane Kramer stated that she wants to speak for people on the street and that this is about not only numbers but neighborhood conviviality and personal safety. We need diverse population on the street. If 25 out of 26 people are elderly with mobility problems, then we have safety problems.

Supervisor Scott Haggerty moved to approve the release of the Draft CWTP. Councilmember Rebecca Kaplan seconded the motion. The motion carried 12-1.

8. Update: Steering Committee, CAWG, TAWG, and Other Items/Next Steps

Beth Walukas agreed to give the regional report at the Commission meeting.

9. Member Reports

None

10. Staff Reports

None

11. Other Business

None

12. Adjournment/Next Meeting

The meeting adjourned at 1:30 p.m. The next meeting is scheduled for May 24, 2012.



**Countywide Transportation Plan Update
and Transportation Expenditure Plan Development
Steering Committee**

**ROSTER OF MEETING ATTENDANCE
March 22, 2012
1333 Broadway, Suite 300, Oakland, CA 94612**

JURISDICTION/AGENCY	COMMISSIONERS	Initials	ALTERNATES	Initials
City of Union City	Mayor Mark Green, Chair		City of Livermore, Mayor John Marchand	
City of Berkeley	Councilmember Kriss Worthington, Vice Chair		City of Alameda, Rob Bonta	
County of Alameda	Supervisor Scott Haggerty		City of Newark, Vice Mayor Luis Freitas	
County of Alameda	Supervisor Nate Miley		City of San Leandro, Joyce Starosciak	
City of Hayward	Councilmember Olden Henson			
City of Emeryville	Councilmember Ruth Atkin			
BART	Director Thomas Blalock			
AC Transit	Director Greg Harper			
City of Fremont	Vice Mayor Suzanne Chan			
City of Hayward	Councilmember Olden Henson			
City of Pleasanton	Mayor Jennifer Hosterman			
City of Oakland	Councilmember Larry Reid			
City of Oakland	Councilmember Rebecca Kaplan			
City of Dublin	Mayor Tim Sbranti			

STAFF	Initials	STAFF/CONSULTANT	Initials
Arthur L. Dao – Executive Director		Vanessa Lee – Clerk of the Commission	
Tess Lengyel – Deputy Director of Policy, Public Affairs and Legislation		Angie Ayers-Smith- Program Management Team	
Beth Walukas –Deputy Director of Planning			



Countywide Transportation Plan Update
and Transportation Expenditure Plan Development
Steering Committee

ROSTER OF MEETING ATTENDANCE

March 22, 2012

1333 Broadway, Suite 300, Oakland, CA 94612

	NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
1.	Bonnie Nelson	NN	415 284 1844	bnelson@nelsonnyguy.com
2.	Geoffrey T. Gibbs	GIBBS LAW GROUP	510-522-1685	ggibbs@gotolawfirm.com
3.	Zack Wasserman	Wandel	884.6600	
4.	Alex Evans	BMC Resum	510-522-6423	jane@jrkramer.com
5.	Jane Kramer			
6.	AMY SHRAGO	SUP. CARSON'S OFFICE		
7.	Mike Tassano	City of Pleasanton	925 931-5670	mtassano@CityPleasanton.ca.us
8.	Jaimee Bourgeois	Dublin	925-833-6634	jaimee.bourgeois@dublin.ca.gov
9.	Nathan Landon	ACTRANSIT	510-891-4772	nlandou@actransit.org
10.	Chris Mikey	AlacobaS	510-277-6676	chris.mikey@acagaz.org
11.	Donna Lee	BART	510 464-6282	dlee@bart.gov
12.	Diane Stark	Alameda CTC	510 208 7410	dstart@alamedactc.org
13.	Susanana Suthanthira	Alameda CTC	510-208-7426	suthanthira@alamedactc.org
14.	Laurel Poeton	Alameda CTC	510-208-7915	lpoeton@alamedactc.org
15.				
16.				
17.				
18.				
19.				
20.				
21.				



Memorandum

DATE: May 17, 2012

TO: CWTP-TEP Steering Committee

FROM: Tess Lengyel, Deputy Director of Policy, Legislation and Public Affairs
Beth Walukas, Deputy Director of Planning

SUBJECT: **Approval of the Final TEP and Ordinance and Request to the Board of Supervisors to Place the Measure on the November 2012 Ballot**

Recommendation

Staff recommends that the Steering Committee take the following actions:

- Approve the final 2012 Transportation Expenditure Plan (TEP);
- Approve the Ordinance providing for the extension of and increase in the transactions and use tax, and delegate final ballot language selection to the Alameda CTC Chair and Vice-Chair; and
- Recommend that the Alameda CTC Commission approve the above items and request that the Board of Supervisors place the Measure on the November 2012 ballot.

This item will be discussed and acted upon at the May 24, 2012 Steering Committee meeting for a recommendation that the Commission approve the above referenced action items. The recommendation from the Steering Committee will be presented to the Commission at its meeting on May 24, which directly follows the Steering Committee meeting.

Summary

The 2012 Transportation Expenditure Plan was developed in conjunction with the long-range Countywide Transportation Plan (CWTP) and will serve as a major funding source for projects and programs identified in the plans. The TEP and CWTP have been aligned so that all the projects and programs in the TEP are included in the CWTP. The TEP must receive approvals from the majority of the cities representing the majority of the population in Alameda County and the Board of Supervisors. This target has been reached and May marks the final approvals from cities as well as a request from the Alameda CTC Board to the Board of Supervisors that it take action to place the Measure on the November 6, 2012 ballot. An ordinance must also be approved by the Commission and placed on the ballot as part of the proposition authorizing the extension and augmentation of the transaction and use tax for transportation in Alameda County.

The May 2012 Final TEP can be found at www.alamedactc.org.

Background on Development of the 2012 Alameda County Transportation Expenditure Plan

The TEP was developed in conjunction with the long-range CWTP, which is updated every four years and serves as Alameda County's input into the long-range regional transportation plan. These long-range plans guide federal, state and regional funding investments. The 2012 TEP will provide significant investments in projects and program funding and each of the projects and programs included in the TEP have also been incorporated into the CWTP. The ballot measure supporting the TEP will augment and extend the existing half-cent sales tax for transportation in Alameda County, authorizing an additional half-cent sales tax through 2022 and extending the full cent henceforth. Recognizing that transportation needs, technology, and circumstances change over time, the expenditure plan covers an initial period from approval in 2012 and subsequent sales tax collection through June 2042, programming a total of \$7.8 billion in new transportation funding, and continues with periodic updates thereafter. Voters will have the opportunity to review and approve comprehensive updates to this plan in the future at minimum every 20 years thereafter.

Both the TEP and CWTP were developed with the guidance from a steering committee of elected officials and input from two advisory committees (Community and Technical), and by incorporating key findings from polling and outreach over the past two years. Public engagement and transparency were the foundations of the development of the CWTP and the TEP. A wide variety of stakeholders, including businesses, technical experts, environmental and social justice organizations, seniors and people with disabilities, helped shape the plan to ensure that it serves the county's diverse transportation needs. Thousands of Alameda County residents participated through public workshops and facilitated small group dialogues; a website allowed for online questionnaires, access to all project information, and submittal of comments; and advisory committees that represent diverse constituencies were integrally involved in the plan development process from the beginning.

The TEP includes significant accountability measures that were developed during the extensive public engagement process, including, but not limited to, the following:

- **Comprehensive Plan Update Schedule:** Voters will vote on a comprehensive update to the expenditure plan at minimum every 20 years, after the initial 30 year funding period. The TEP will undergo a comprehensive update at least one time no later than the last general election prior to June 2042 and then at least once every 20 years thereafter.
- **Geographic Equity:** Funding formulas for all programs will be revisited within the first five years of the plan to ensure overall geographic equity based on population and /or other equity factors. Funding for capital projects will be evaluated through the biennial capital improvement planning process which will include an evaluation of geographic equity by planning area.
- **Environmental and Equity Reviews:** All projects funded by sales tax proceeds are subject to laws and regulations of federal, state and local government, including but not limited to the requirements of the California Environmental Quality Act (CEQA), and Title VI of the Civil Rights Act, as applicable. All projects and programs funded with sales tax funds will be required to conform to the requirements of these regulations, as applicable. All projects that go through environmental review analyses will select the most efficient and effective project alternative and technology for implementation to meet the objective of the project, and will have clearly defined project descriptions, limits and locations as a result of the environmental process.

- **Complete Streets:** It is the policy of the Alameda CTC that all transportation investments shall consider the needs of all modes and all users. All investments will conform to Complete Streets requirements and Alameda County guidelines to ensure that all modes and all users are considered in the expenditure of funds so that there are appropriate investments that fit the function and context of facilities that will be constructed.
- **Annual Audits and Independent Watchdog Committee Review:** Transportation sales tax expenditures are subject to an annual independent audit and review by an Independent Watchdog Committee. The Watchdog Committee will prepare an annual report on spending and progress in implementing the plan that will be published and distributed throughout Alameda County.
- **Agency Commitments (Performance and Accountability Measures):** To ensure the long-term success of the TEP, all recipients of funds will be required to enter into agreements with the Alameda CTC which will include performance and accountability measures.
- **Strict Project Deadlines:** To ensure that the projects promised in this plan can be completed in a timely manner, each project will be given a period of seven years from the first year of revenue collection (up to December 31, 2019) to receive environmental clearance approvals and to have a full funding plan for each project. Project sponsors may appeal to the Alameda CTC Board of Directors for one-year time extensions.
- **Timely Use of Funds:** Jurisdictions receiving funds for transit operations, on-going road maintenance, services for seniors and disabled, and bicycle and pedestrian safety projects and programs must expend the funds expeditiously and report annually on the expenditures, their benefits and future planned expenditures. These reports will be made available to the public at the beginning of each calendar year.
- **No Expenditures Outside of Alameda County:** No funds shall be spent for projects or programs outside Alameda County, except for cases where funds have been matched by funding from the county where the expenditure is proposed, or from state and federal funds as applicable, and specific quantifiable and measureable benefits are derived in Alameda County and are reported to the public.
- **Funding Formula Updates:** The plan includes a provision that will allow all funding formulas to be revisited within the first five years to ensure that overall goal of maintaining equity among planning areas.
- **Capital Improvement Program Updates:** Projects will be included in the Alameda CTC Capital Improvement Program which will be updated every two years, and which will provide for geographic equity in overall funding allocations. All allocations will be made through a public process.

During February, March, April and May, staff has been making presentations and seeking support from all cities in Alameda County, the Board of Supervisors, AC Transit and BART, as well as many other organizations. The following jurisdictions have taken formal support positions on the TEP:

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

The only remaining city scheduled to take action on the TEP is the City of Berkeley on May 29, 2012.

Ordinance

Placement of the Measure on the ballot also requires approval by the Commission of an ordinance that authorizes the imposition and collection of an additional half-cent transaction and use tax for transportation and the extension of the existing tax. Attachment A includes the proposed ordinance authorizing the tax augmentation and extension. The Commission is requested to approve the ordinance, allow the Chair and Vice-Chair to make a final determination on ballot language, and request that the Board of Supervisors place the Measure on the ballot. The Board of Supervisors is scheduled to take action on the Measure at its June 5, 2012 meeting.

Fiscal Impact

There is no fiscal impact at this time. In June 2010, the Commission authorized funds to pay the costs for placing the Measure on the ballot. These costs are included in the 2012-2013 budget, which will be brought to the Commission for adoption in June 2012.

Attachments

Attachment A: Ordinance Providing for an additional one-half of one percent Transactions and Use Tax Until March 31, 2022 and a One Percent Transactions and Use Tax Thereafter for Transportation Purposes in Alameda County

FULL TEXT OF MEASURE _____

ORDINANCE NO. 2012-1

**AN ORDINANCE PROVIDING FOR AN ADDITIONAL ONE-HALF OF ONE
PERCENT TRANSACTIONS AND USE TAX UNTIL MARCH 31, 2022
AND A ONE PERCENT TRANSACTIONS AND USE TAX THEREAFTER
BY THE ALAMEDA COUNTY TRANSPORTATION COMMISSION
FOR TRANSPORTATION PURPOSES,
FOR THE ISSUANCE OF LIMITED TAX BONDS,
AND FOR OTHER PURPOSES**

The Governing Body of the Alameda County Transportation Commission (“Alameda CTC”) does ordain as follows:

**ARTICLE I
General**

Section 1. Title

This ordinance shall be known as the “Alameda County Transportation Commission Transaction and Use Tax Ordinance” and may also be referenced as the “Ordinance” herein.

Section 2. Period of Tax

This Ordinance is intended to extend the imposition and collection in Alameda County of an existing one-half of one percent transactions and use tax for transportation purposes, which will expire as of March 31, 2022, and increase such transaction and use tax by one-half of one percent to a total of one percent without any sunset, unless otherwise terminated by the voters of Alameda County. The initial one-half of one percent tax authorized by this ordinance shall be imposed beginning at the close of polls on the day of the election at which the measure is adopted by two-thirds vote of the electors voting on the measure or as soon thereafter as the tax may be lawfully imposed until March 31, 2022, and the full one percent tax authorized by this ordinance shall be imposed beginning April 1, 2022.

Section 3. Purpose

Alameda CTC is the result of a merger of the Alameda County Transportation Improvement Authority, which formerly administered the existing half-cent transaction and use tax, and the Alameda County Congestion Management Agency, which was formerly responsible for long-range planning and programming of transportation funds. Pursuant to Division 19 of the Public Utilities Code (commencing with Section 180000), Alameda CTC, the Board of Supervisors and the cities of Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro and Union City have approved the 2012 Transportation Expenditure Plan adopted by the Alameda CTC Governing Body and have recommended that a measure be submitted to the voters of the County for their endorsement which would, if passed, authorize Alameda CTC to extend an existing one-

half of one percent transactions and use tax scheduled to sunset in 2022 and increase the tax by one-half of one percent without sunset, unless otherwise terminated by the voters of Alameda County, and authorize Alameda CTC to issue limited tax bonds to finance the transportation improvements set forth in the 2012 Transportation Expenditure Plan.

The purposes of this ordinance are as follows:

a) To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Revenue and Taxation Code Section 7251) of Division 2 of the Revenue and Taxation Code and Division 19 of the Public Utilities Code which directs the County Board of Supervisors to place the tax ordinance on the ballot for voter approval, exercising the taxing power granted to the Alameda CTC pursuant to Public Utilities Code Division 19.

b) To adopt a retail transactions and use tax ordinance which incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

c) To adopt a retail transactions and use tax ordinance which imposes a tax and provides a measure therefor that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Retail Transactions and Use Tax

d) To adopt a retail transactions and use tax ordinance which can be administered in a manner that will, to the degree possible consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes and at the same time minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

e) To improve, construct, maintain, and operate certain transportation projects and facilities contained in the 2012 Transportation Expenditure Plan, which Plan is incorporated here by this reference as though fully set forth herein, and as that Plan may be amended from time to time pursuant to applicable law and as provided in the 2012 Transportation Expenditure Plan. Any amendment must be adopted by a two-thirds vote of the Alameda CTC Governing Body. All jurisdictions within the county will be given a minimum of 45 days to comment on any proposed Transportation Expenditure Plan amendment.

f) To set a term for an unlimited period, unless otherwise terminated by the voters of Alameda County, during which time this tax shall be imposed pursuant to the authority granted by Division 19 of the Public Utilities Code.

g) To provide for the ability of Alameda County voters to directly endorse comprehensive updates to the 2012 Transportation Expenditure Plan no later than the last general election date prior to June 2042 and then every twenty years thereafter, as specified in the 2012 Transportation Expenditure Plan. The Alameda CTC Governing Body will engage in an inclusionary deliberative process to adopt any comprehensive updates, and require a two-thirds

vote of the Alameda CTC Governing Body for recommended adoption. The comprehensive update will be then be reviewed by the fourteen Alameda County cities and the County of Alameda, and Alameda CTC shall thereafter place a ballot measure on a general election ballot offering the comprehensive update for approval by a majority vote of the people. If the voters do not approve the comprehensive update, Alameda CTC shall prepare a revised comprehensive update under the inclusionary deliberative process described above and submit it to the voters as soon as practicable. The tax shall continue to be imposed and Alameda CTC may continue to make expenditures pursuant to the then existing Transportation Expenditure Plan, but may not add new projects or programs through the amendment process until a revised comprehensive update is approved by the voters of Alameda County by majority vote.

Section 4. Contract with State.

Prior to the operative date, Alameda CTC shall contract with the State Board of Equalization to perform functions incident to the administration and operation of this transactions and use tax; provided that, if Alameda CTC shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. Transactions Tax Rate of An Additional One-Half Percent until 2022 and One Percent Thereafter.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in this County at the rate of an additional one-half of one percent until March 31, 2022, which tax shall be imposed concurrently with the existing one-half percent tax, and imposed at the rate of one percent thereafter, of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in this County on and after the operative date. This tax shall be imposed for an unlimited period, unless otherwise terminated by the voters of Alameda County, as described in Section 2 herein.

Section 6. Place of Sale.

For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer to an out of state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the state or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 7. Use Tax Rate of An Additional One-Half Percent until 2022 and One Percent Thereafter.

An excise tax is hereby imposed on the storage, use or other consumption in this County of tangible personal property purchased from any retailer on and after the operative tax date for

storage, use or other consumption in this County at the rate of an additional one-half of one percent until March 31, 2022, which tax shall be imposed concurrently with the existing one-half percent tax, and imposed at the rate of one percent of the sales price of the property thereafter. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made. This tax shall be imposed for an unlimited period, unless otherwise terminated by the voters of Alameda County, as described in Section 2 herein.

Section 8. Adoption of Provisions of State Law.

Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

Section 9. Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part I of Division 2 of the Revenue and Taxation Code, wherever the State of California is named or referred to as the taxing agency, the name of Alameda CTC shall be substituted therefor. The substitution, however, shall not be made when the word State is used as part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California if the substitution would require action to be taken by or against Alameda CTC or any agency, officer or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this ordinance; the substitution shall not be made in those sections, including, but not necessarily limited to, sections referring to the exterior borders of the State of California, where the result of the substitution would be to provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remains subject to tax by the state under the said provisions of that code; the substitution shall not be made in sections 6701, 6702, (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code. The name of the County shall be substituted for the word "state" in the phrase "retailer engaged in business in this state" in Section 6203 and in the definition of that phrase in Section 6203. A retailer engaged in business in the County shall not be required to collect use tax from the purchaser of tangible personal property unless the retailer ships or delivers the property into the County or participates within the County in making the sale of the property, including, but not limited to soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the County or through any representative, agent, canvasser, solicitor, subsidiary or person in the County under authority of the retailer. "A retailer engaged in business in the County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Chapter 2 of Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the County.

Section 10. Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

Section 11. Exemptions, Exclusions and Credits.

a) There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or the amount of any state-administered transactions or use tax.

b) There are exempted from the computation of the amount of transactions tax gross receipts from:

1) Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside Alameda County and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this state, the United States, or any foreign government.

2) Sales of property to be used outside the County which is shipped to a point outside the County, pursuant to the contract of sale, by delivery to such point by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the County shall be satisfied:

(i) with respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Chapter 2 of Division 3.5 (commencing with 9840 of the Vehicle Code, by registration to an out-of-County address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his principal place of residence.

(ii) with respect to commercial vehicles by registration to a place of business out-of-county, and a declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3) the sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4) a lease of tangible personal property which is a continuing sale of such property for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5) for the purposes of subsections (4) and (5), the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract upon notice, whether or not such right is exercised.

c) There is exempted from the use tax imposed by this ordinance the storage, use or other consumption in this County of tangible personal property:

1) other than fuel or petroleum products, purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire of compensation under a certificate of public convenience and necessity issued pursuant to the laws of this state, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

2) if the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

3) if the possession of, or the exercise of any right or power over, tangible personal property under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed prior to the operative date of this ordinance.

4) for the purposes of subsections (3) and (4), storage, use or other consumption, or possession, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time during which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

d) Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district or retailer imposing a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 12. Propositions.

There shall be proposed to the voters of Alameda County the following proposition:

Choice 1: “ Shall a new Transportation Expenditure Plan be implemented to address current and future transportation needs that:

- Improves transit access to jobs and schools;
- Fixes roads, improves highways and increases bicycle and pedestrian safety;
- Reduces traffic congestion and improves air quality;
- Keeps senior, youth, and disabled fares affordable?

Approval extends the existing County sales tax and increases it by 1/2 cent, with independent oversight, local job creation programs. No money can be taken by the state.”

Choice 2: “Shall a new Alameda County Transportation Expenditure Plan be implemented to address the County's current and future transportation needs? Approval of this measure will keep all funds in Alameda County, extend the existing transportation sales tax and increase it by one half cent, and require voter approval for every new expenditure plan, with continued independent watchdog oversight and local jobs creation programs. No money can be taken by the state.”

Section 13. Limitation on Issuance of Bonds.

Unless approved by the Alameda CTC Governing Body and by the voters, Alameda CTC shall not have outstanding at any one time in excess of \$1,000,000,000 in limited tax bonds.

Section 14. Use of Proceeds.

The proceeds of the transaction and use tax imposed by this ordinance shall be used solely for the projects and purposes set forth in the 2012 Transportation Expenditure Plan, as it may be amended from time to time, and for the administration thereof.

Section 15. Appropriations Limit.

For purposes of Article XIII B of the State Constitution, the appropriations limit for Alameda CTC for fiscal year 2012-2013, including activities, projects and programs funded by the transaction and tax authorized hereby along with activities, projects and programs funded by other local, state and federal funds, shall be \$800,000,000, and thereafter that amount should be amended pursuant to applicable law.

Section 16. Amendments.

All amendments subsequent to the effective date of this ordinance to Part I of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 of Division 2 of the Revenue and Taxation Code shall automatically become a part of this ordinance; provided, however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 17. Enjoining Collection Forbidden

Any action or proceedings in any court questioning the validity of the adoption of this transactions and use tax ordinance or issuance of any bonds thereunder or any proceeding related thereto shall commence within six months from the date of the election at which this ordinance is

approved. Otherwise, the bonds and all proceedings related thereto, including the adoption and approval of this ordinance, shall be held valid and in every respect legal and incontestable.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the state or Alameda CTC, or against any officer of the state or Alameda CTC, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 18. Severability.

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected.

Section 19. Effective Date.

This ordinance relates, in substantial part, to the continuation and expansion of the authority for Alameda CTC to levy and collect the transactions and use taxes to support the 2012 Transportation Expenditure Plan and shall take effect at the close of the polls on the day of election at which the proposition is adopted by two-thirds vote of the electors voting on the measure, or as soon thereafter as the tax may be lawfully imposed.

PASSED AND ADOPTED by the Members of the Alameda County Transportation Commission on XXXX XX, 2012 by the following vote:

AYES:

NOES:

EXCUSED:

ATTEST: _____, Clerk
of Alameda CTC

s/_____



Memorandum

DATE: May 15, 2012

TO: CWTP-TEP Steering Committee

FROM: Beth Walukas, Deputy Director of Planning
Tess Lengyel, Deputy Director of Policy, Legislation and Public Affairs

SUBJECT: Final Draft 2012 Alameda Countywide Transportation Plan – May 2012

Discussion

Every four years, the Alameda County Transportation Commission (Alameda CTC) updates its Countywide Transportation Plan (CWTP) concurrently with the update of the Regional Transportation Plan. This update of the CWTP is unique from past plan updates in that it has been developed:

- Under the guidance of a Steering Committee, Community Advisory Working Group (CAWG) and Technical Advisory Working Group (TAWG);
- With extensive public input, including outreach through public workshops, polls, online questionnaires and in-person small group dialogues using an outreach toolkit;
- Simultaneously with the development of a new transportation sales tax expenditure plan (TEP), which was adopted by the Alameda CTC on January 26, 2012;
- In a new policy environment, including AB 32 and SB 375 which requires the development of the Sustainable Communities Strategy;
- Using a performance based approach;
- By a new sponsoring agency, Alameda County Transportation Commission.

Since the Steering Committee and CAWG and TAWG reviewed the Draft CWTP in March, comments have been incorporated and are described below. The May 2012 Final Draft CWTP can be found at www.alamedactc.org. Hard copies are available upon request.

Background on Development of the 2012 Alameda Countywide Transportation Plan

The Countywide Transportation Plan is the long range policy document that guides transportation investments, programs, policies and advocacy for Alameda County through 2040. It addresses all parts of the transportation system, including capital, operating and maintenance of all modes of travel and addresses transportation programs that serve varying needs throughout the county, such as paratransit, services for seniors and people with disabilities and safe access to schools. The Draft Final CWTP establishes a vision and goals for Alameda County's transportation system that implement the requirements of state legislation and the new emphasis on sustainability at the

regional level. Based on the adopted vision and goals, specific performance measures were developed to provide an objective and technical means to measure how well projects and programs performed together. This performance based approach led to a more systematic and analytical selection process for investment priorities and will allow for ongoing monitoring of the performance of investments to inform future decision making and enable adjustments to be made as necessary as the plan is updated every four years.

Additionally, this update of the CWTP places increased emphasis on the connection between land use planning, transportation improvements and sustainability. The demographic forecasts used in the evaluation process were based on the Alameda County Draft Land Use Scenario Concept developed locally through an extensive 18 month process coordinated by the Alameda CTC and city planning directors. The local land use scenario was developed in coordination with ABAG and MTC's efforts and has helped inform the SCS process. Ultimately the land use scenario used in the final CWTP will be the same as the land use alternative adopted by ABAG and MTC in the Final RTP/SCS, which is scheduled for April 2013.

The Countywide Transportation Plan was developed in conjunction with a new Alameda County Transportation Expenditure Plan, which will provide significant investments in projects and program funding. The ballot measure supported by the TEP will augment and extend the existing half-cent sales tax for transportation in Alameda County, authorizing an additional half-cent sales tax through 2022 and extending the full cent in perpetuity. Recognizing that transportation needs, technology, and circumstances change over time, the expenditure plan covers the period from approval in 2012 and subsequent sales tax collection through June 2042, programming a total of \$7.7 billion in new transportation funding. Voters will have the opportunity to review and approve comprehensive updates to this plan in the future every 20 years thereafter. The passage of the TEP would mean that 77 percent of Alameda County's discretionary budget is self-funded through local sales tax and vehicle registration fee.

The Countywide Transportation Plan was developed with the guidance from a steering committee of elected officials and input from two advisory committees (Community and Technical), and by incorporating key findings from polling and outreach over the past two years. Public engagement and transparency were the foundations of the development of the CWTP and the TEP. A wide variety of stakeholders, including businesses, technical experts, environmental and social justice organizations, seniors and people with disabilities, helped shape the plan to ensure that it serves the county's diverse transportation needs. Thousands of Alameda County residents participated through public workshops and facilitated small group dialogues; a website allowed for online questionnaires, access to all project information, and submittal of comments; and advisory committees that represent diverse constituencies were integrally involved in the plan development process from the beginning.

Key Changes between the March 2012 Drafts and the May Final Draft CWTP

In March 2012, the Steering Committee released the Draft CWTP released the Draft CWTP for review and comment. Presentations were made to ACTAC, Bicycle/Pedestrian Advisory Committee, the Planning, Policy and Legislation Committee, and the Commission in April 2012. Substantive changes incorporated into the May 2012 version of the CWTP from CAWG, TAWG, Steering Committee and other Committees are highlighted below.

- Chapter 3: Updates were made to the data presented in the bicycle and pedestrian section to incorporate the most recent collision data and provide clarification.
- Chapter 4: The Jobs-Housing Scenario was added to Figure 4-6; the demographic estimates were made consistent between Chapters 3 and 4; the most up to date Priority Development Area listings and maps were obtained from ABAG and replaced in Chapter 4.
- Chapter 5: Minor Changes were made to regional revenue projections in Figure 5-2 to be consistent with regional estimates.
- Chapter 6: Minor changes were made to the lists (Figures 6-1 to 6-5) to conform CWTP lists with the Regional Transportation Plan and the corresponding updates were made to charts and graphs; maps of the projects were added; additional language was added to clarify that while the Community Based Transportation Plan category was eliminated as an independent category, all of the investments identified in those plans remain eligible for funding under other categories; additional language was added to summarize what the investment strategies identified in the community based transportation plans are and to reference the projects contained within the CBTP plans in the Final Draft CWTP Appendix H; additional language added to programmatic categories to clarify that “need” was based on the call for projects and programs or other local and regional studies and does not represent a comprehensive estimate of need for programmatic categories.
- Chapter 6 & 7: Language was added to address Title VI requirements and equity analysis.

Next Steps

The Countywide Transportation Plan is a living document and is updated every four years. The plan will be finalized once MTC and ABAG have adopted the final regional Sustainable Communities Strategy and transportation investment strategy currently expected in April 2013, upon completion of the EIR. When the CWTP is finalized will depend on decisions made by MTC and ABAG between now and then, but will be done by Summer 2013.

This page intentionally left blank



Memorandum

To: CWTP-TEP Steering Committee

From: Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation

Date: May 17, 2012

Subject: **Update on Student Transit Pass Program in 2012 Transportation Expenditure Plan**

Recommendation

This is an informational item to provide an update and receive feedback on the development of an Alameda County Student Transit Pass program included in the 2012 Transportation Expenditure Plan.

Summary

During the development of the Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP), student transit pass programs were discussed for inclusion in both plans and an application was submitted by the Alameda County Office of Education for a free student pass program for grades 6 – 12. The approved 2012 TEP includes language to support a student transit pass program for an initial 3-year period. The TEP also includes language to fund successful models that result from the initial three year program.

In September 2011, a presentation was made to the Alameda CTC Steering Committee that summarized current student transit pass fares in the Bay Area, as well as case studies of student transit pass programs across the country. In January 2012, the Alameda CTC approved the TEP which included the student transit pass program as noted above. The direction to staff for this particular program was to develop a scope of work to bring back to the Steering Committee and Commission for consideration. This work was initiated in January 2012. There is currently no funding available to implement a student transit pass program in Alameda County. Funding for the program would come from the passage of the 2012 Transportation Expenditure Plan. This memorandum provides an update on the development of the student transit pass program and seeks feedback on the draft scope of work.

Background

The purpose of the student transit pass program is to expand students' access to schools via transit by testing different models of student transit programs for middle-school and high-schools students in Alameda County. The program will serve different areas of the County, and students at participating middle schools and high schools will receive transit passes that will provide access to transit services for transport to school and afterschool activities, including jobs during the project period.

To develop a draft scope of work, on January 31, 2012, Alameda CTC staff initiated a Student Transit Pass Program group consisting of interested stakeholders during the development of the TEP. This group met four times from January through April to discuss the following elements of a student transit pass program:

- Program Objectives
- Program Parameters (geographic differences, eligibility, program days and hours of operation, technology, ability to leverage other programs)
- Potential Partners (schools, transit, funding)
- Evaluation Methods (performance measures)
- Program Oversight and Review of Effectiveness (who will oversee, who will evaluate effectiveness, who will report to the public)
- Funding Partners (the program will need partnerships, including for funding)

Based upon the feedback received during each of these meetings, Alameda CTC developed a scope of work that could be released through a Request for Proposals (RFP), and submitted the draft program scope for broad review to meeting participants, transit operators, school districts, MTC and other interested parties. The draft scope was released on April 16th and comments were requested by April 30. Attachment A includes a modified scope of work based upon comments received.

Program Objectives

The objectives of the student transit pass program include the following:

- **Eliminate barriers to transportation access to schools** to enable increased school attendance and youth engagement in school, after school programs, jobs, and other learning opportunities, with the aim to support improved academic performance and graduation rates. Barriers may also include the availability of transit service to schools, knowledge about transit service, access to Clipper cards, and parent/student willingness to use transit.
- **Increase transportation options for transit travel to school** with the use of a student transit pass, which may also ease financial burdens on families and reduce greenhouse gas emissions and traffic congestion around schools
- **Increase student transit ridership with the aim of educating a new generation** of transit riders, including about the relationship between travel choices and their environmental effects, and to improve student experience of using transit
- **Provide transit passes to all students** in middle and high schools
- **Leverage other programs** to provide benefit to the model programs implemented including, but not limited to, the Alameda County Safe Routes to Schools Program and the Alameda County Travel Training program (as modified to suit the needs of students), and workforce development-type programs appropriate for high school students.

Implementation Timeline

The DRAFT Preliminary Schedule Outline is below:

- May 2012: Alameda County Transportation Commission review of Draft Scope of Services, which includes input from schools, transit operators, other interested parties
- Summer 2012: Final approval of Scope of Services
- Fall 2012: Release of Request for Proposals
- Fall 2012: Initial Pre-Bid Conference
- November 2012: Passage of 2012 Alameda County Transportation Expenditure Plan on November ballot, which will serve as a major funding component for the program
- Fall 2012: Second Pre-Bid Conference, post-election
- Winter 2012: Proposals Due to Alameda CTC and Interviews of Top-Ranked Teams
- Spring 2012: Approval of Top-Ranked Team and Contract initiation

Fiscal Impact

There is no fiscal impact at this time.

Attachments

A: Modified Scope of Work for Student Transit Pass Program based upon comments

B: Comments Submitted by April 30, 2012, and responses to comments

C: Student Transit Pass Program contacts

This page intentionally left blank

I. REQUIRED SCOPE OF SERVICES, DELIVERABLES and STAFFING

This solicitation is intended to provide the Alameda CTC with a range of services required to provide different models of student transit pass programs in Alameda County. To the highest degree possible, the selected team will coordinate the implementation and evaluation of all programs implemented in Alameda County as described in the Scope of Services attached hereto as **Attachment A** and hereby incorporated herein.

1. Proposal Format and Content

Proposals shall be printed, bound, and be: 1) brief, yet clearly respond to all requests in the Scope of Services and RFP, and 2) not include any irrelevant promotional material. Please submit ten (12) hard copies and one (1) electronic CD copy in pdf format of your RFP.

2. Proposal Content

It is expected that proposals submitted to Alameda CTC will be of professional caliber in content and appearance. All descriptions and information should be clear and concise and provide sufficient information to minimize questions and assumptions. Alameda CTC accepts no financial responsibility for any costs incurred in the preparation of proposals. Upon receipt at the Alameda CTC office, all proposals submitted in response to this RFP will become the property of Alameda CTC.

The following sections of the proposal should not exceed a total of 35 total typewritten pages in length (8-1/2"x11"). The minimum font size shall be 12 points. The cover, cover/transmittal letter, detailed resumes, tabs and appendices (Attachment C – Required Forms) are not counted toward the 35-page limit. Elaborate brochures, unnecessary promotional materials or other presentation material not related to this Scope of Services should not be included. The proposal content and format of the proposal should demonstrate the professionalism, creativity and cost consciousness of the team.

COVER LETTER

Summarize the makeup of the team, key approaches and any other information pertinent to the RFP and:

- Include an original signature of an officer authorized to bind your team contractually;
- State that the proposal is firm for a 90-day period from the proposal submission deadline;
- Provide the name, title, address, e-mail address and telephone number of the individual to whom correspondence and other contacts should be directed during the selection process;

- Provide the name, title, address, e-mail address and telephone number of the individual who will negotiate with Alameda CTC and who can contractually bind the selected team; and
- Detail any proposed co-venture arrangements such as revenue/profit sharing or subcontractor participation.

TITLE PAGE

The title page should indicate the RFP subject, name of the proposer's firm, including sub-consultants, local address, name, e-mail address, telephone number of contact person and the date.

TABLE OF CONTENTS

SECTION A: Response to Scope of Services

- 1. Work Plan** - This section of the proposal shall establish that the proposer understands the project objectives and work requirements and shall describe the proposer's ability to satisfy those objectives and requirements. Succinctly describe the proposed approach for addressing the required work, outlining the activities that would be undertaken in completing the various tasks and specifying who would perform them. Include a timetable for completing all work. The proposer also may suggest technical or procedural innovations that have been used successfully on other projects and which may facilitate the performance of the services and which may not be specifically called out in this RFP. Additional items included that are not specifically requested in the RFP must be described clearly as "additional or optional tasks." Provide a detailed explanation of the approach for completing the work and addressing the tasks identified above.
- 2. Expertise and Approach** - This section should include a description of your team's proposed approach to your assignment at Alameda CTC, reflecting your understanding of Alameda CTC's needs, and detailing the expertise of the team, including all subcontractors, in specific areas of interest to Alameda CTC. Describe how your team's expertise will be practically applied to fulfill the Scope of Services, including how the team will implement the contract, if awarded. This section may include key areas of consideration and the rationale for implementing the contract as proposed. Identify how the team's expertise and approach will add value to Alameda CTC's work. The key approach must include, at minimum, a one page summary detailing the overall comprehensive approach for managing and implementing the full scope of services.
- 3. Management Plan** - The proposal should describe your approach to client communications and coordination. Describe methods of planning, scheduling, delivery of tasks, coordination meeting strategies and how the team will provide updated and accurate information to Alameda CTC for the duration of the contract. Describe how

management of the team members and subconsultants will be handled as well as managing budgetary controls and avoiding exceeding resources allocated for specific tasks.

SECTION B: Proposed Staffing Plan and Availability

Designate the Principal-in-Charge and the Project Manager who will serve as Alameda CTC's key contacts throughout the duration of the contract. The proposal should identify all key team members, describe their specific roles/responsibilities for this contract, and indicate the percentage of the total contract hours that each member will spend on the contract and any other assurances as to their ability to provide the requested services in a responsive and timely manner. For firms/jurisdictions with multiple offices, proposals must clarify which resources are available directly out of the local office. For all key team members, the proposal should include a brief resume describing similar contracts on which they have been involved and their role on that contract, their availability over the duration of this contract, and a description of the benefits the person brings to the team. Full resumes may be included in an appendix. Any substitution of key staff after submittal of the proposal or during the contract will require prior written approval from Alameda CTC.

Describe the qualifications and expertise of your proposed team, including all subcontractors, in providing services for clients comparable to Alameda CTC. Include a brief description of each organization's size as well as the local organizational structure. List principals and partners and specify the location of the office that will serve Alameda CTC's needs. Include a discussion of each team member's capacity and resources. Provide reference contact information. Additionally, this section shall include a listing of any lawsuit or litigation and the result of that action resulting from (a) any services provided by the Proposer or by its subcontractors where litigation is still pending or has occurred within the last five years or (b) any type of project where claims or settlements were paid by the consultant or its insurers within the last five years.

SECTION C: Budget

Provide a full description and time breakdown for each task contained in the Scope of Services, detailing your firm's ability to understand and provide services in an effective manner. An estimate of hours by task for all team members should be provided. Total estimated hours should be provided for each task and for each team member.

- A description of billing procedures.
- Proposer shall submit the following:
 - The overall price and budget, showing the level of effort and cost breakdown by tasks identified in the scope.
 - Provide cost breakdown by sub-contractors, if any, and indicate the Local Business Contract Equity goal attainability, based on current certification at time of proposal submission.

The team also may include additional recommended tasks, if desired, which should be clearly identified as optional tasks and should be included as separate line items in the proposed budget.

The top-ranked proposer will be required to participate in negotiations, which may result in revisions to their proposals. The cost and method of compensation will be negotiated with the top-ranked proposer.

SECTION D: Performance Measures

Provide a list of proposed performance measures that could be used during the course of the contract, if selected, to evaluate deliverables and services performed. These performance measures are specific to the proposer's team and its effectiveness in delivering the scope of services. If selected, these will be negotiated with staff during contract negotiations and final performance measures will be incorporated into a Contract.

SECTION E: Appendices

○ Debarment, Suspension, Ineligibility

On all federal aid contracts and all related subcontracts of \$25,000 or more, the team and subconsultants must certify they are in compliance with this provision. This includes subconsultants, material suppliers and vendors.

Each participant in the contract must certify "that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal agency and they have not been convicted or had civil judgment rendered within the past 3 years for certain types of offenses" See Attachment C – Required Forms. A publication titled, "A Listing of Parties Excluded from Federal Procurement and Non-procurement Programs" is available electronically via the internet at <http://epls.arnet.gov>

○ Lobbying Certification

On all federal-aid construction contracts and to all related subcontracts of \$100,000 or more, federal funds may not be used to provide financial gain to a member of congress or a federal agency. Awarding a federal-aid contract to a constituent would be an example of financial gain. This applies to contractors as well as subcontractors. A certification that the contractor has not and will not use federal funds to make any payments for lobbying must be included in the contract proposal (Attachment C – Required Forms).

Payments of nonfederal funds to any lobbyist must be disclosed on Standard Form LLL "Disclosure of Lobbying Activities" (see Exhibit 12-E, Attachment G), and if there are disclosures, included in the contract proposal.

- **Pre/Post Award Audit**

A pre/post-award audit is required for contracts with state or federal-aid highway funds in the contract. The team shall be aware that if a pre-award audit is to be performed, full cooperation with the Caltrans auditors is to be expected. The pre-award audit recommendations from Caltrans shall be incorporated in the contract.

If Caltrans approve post-award audit, the team shall agree to the following contract language below:

CONSULTANT acknowledges that this AGREEMENT and the cost proposal is subject to a post award audit by Caltrans. After Alameda CTC receives any post award audit recommendations from Caltrans, the cost proposal and/or the total compensation figure above shall be adjusted by CMA to conform to the audit recommendations. CONSULTANT acknowledges and agrees that individual cost items identified in the audit report may be incorporated into this AGREEMENT at Caltrans' sole discretion. Refusal by CONSULTANT to incorporate interim audit or post award recommendations will be considered a breach of the AGREEMENT and cause for termination of the AGREEMENT.

After any post award audit recommendations are received, the Cost Proposal shall be adjusted by the Alameda CTC to conform to the audit recommendations.

- **Conflict of Interest**

Provide a list of any potential conflicts of interest in working for Alameda CTC. This section must include, but is not limited to, a list of clients/partners who are cities in Alameda County, Alameda County or transit or transportation agencies operating in Alameda County, and a brief description of work for these clients/partners. Please identify any other clients/partners that would pose a potential conflict of interest as well as a brief description of work you provide to these clients. This list must include all potential conflicts of interest within the year prior to the release date of this RFP as well as current and future commitments to other projects.

- **Assurances and Miscellaneous**

Provide a list of contracts terminated prior to completion (partially or completely) by clients for convenience or default within the past three years. Include contract value, description of work, reason for termination, contract number, name and telephone number of contracting agency.

Provide a list of current and future commitments to other projects in sufficient detail to confirm ability to commit to Alameda CTC needs.

Provide a list of current clients.

II. ADDITIONAL INFORMATION

For additional information, the following materials are available:

- 2012 Alameda County Transportation Expenditure Plan
- Alameda County Countywide Transportation Plan
- Student Transit Pass Research Case Studies Summary Memorandum and PowerPoint presentation

ATTACHMENT A
Scope of Services

I. Background

Purpose of the Student Transit Pass Program

Due to a decline in funding for student transportation to school, as well as increases in some transit fares costs, the responsibility of transporting students to school has increasingly been placed upon families at a time when financial challenges have risen due to the economic recession. The Alameda County Transportation Commission will create a student transit pass program to support student access to school, school-related activities, and youth transit access to jobs. The intent of the program is to provide transit passes to all middle and high school students in the most efficient and affordable manner possible.

The purpose of the Student Transit Pass Program (STPP) is to expand access opportunities to schools on transit by testing different models of student transit pass programs for middle-school and high-schools students in Alameda County that can serve the geographically different areas of the County. Students at participating middle schools and high schools will receive transit passes that will provide access to transit services for transport to school and afterschool activities, including jobs during the project period.

The model programs will be evaluated for effectiveness, and successful models will be implemented throughout the County in middle schools and high schools. The initial student transit pass program will run for three years. Different models will be tested to address the differences in geography, transit service availability, and economic needs in different areas of the County. The aim of the initial model programs is to gather data to determine success factors for implementing a program for all middle and high school students in Alameda County. This program is for Alameda County students who go to schools in Alameda County.

The program is intended to be developed in an effective manner which provides the maximum amount of funding for student passes balanced with enough levels of administration, oversight, and evaluation to determine if the program is meeting its objectives and requirements.

Program Objectives

The objectives of the student transit pass program include the following:

- **Eliminate barriers to transportation access to schools** to enable increased school attendance and youth engagement in school, after school programs, jobs, and other learning opportunities, with the aim to support improved academic performance and graduation rates. Barriers may also include the availability of transit service to schools, knowledge about transit service, access to Clipper cards, and parent/student willingness to use transit.
- **Increase transportation options for transit travel to school** with the use of a student transit pass, which may also ease financial burdens on families and reduce greenhouse gas emissions and traffic congestion around schools

- **Increase student transit ridership with the aim of educating a new generation** of transit riders, including about the relationship between travel choices and their environmental effects, and to improve student experience of using transit
- **Provide transit passes to all students** in middle and high schools
- **Leverage other programs** to provide benefit to the model programs implemented including, but not limited to, the Alameda County Safe Routes to Schools Program and the Alameda County Travel Training program (as modified to suit the needs of students), and workforce development-type programs appropriate for high school students.

Each objective is expected to be evaluated and measured over the course of the project.

Transit operators

Transit operators in Alameda County that may be involved in the program include:

- Alameda-Contra Costa Transit District (AC Transit)
- San Francisco Bay Area Rapid Transit (BART)
- Livermore Amador Valley Transit Authority (LAVTA and/or WHEELS))
- Union City Transit
- Altamont Commuter Express (as applicable)
- Water Emergency Transit Authority (Alameda County ferries, as applicable)

Alameda County Planning Areas:

- North: Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, unincorporated Alameda County
- Central: Hayward, San Leandro, unincorporated Alameda County
- South: Fremont, Newark, Union City
- East: Dublin, Livermore, Pleasanton, unincorporated Alameda County

Transit service by planning areas:

- Central County – AC Transit and BART
- East County – AC Transit, BART, and LAVTA/WHEELS
- South County – AC Transit, Union City Transit, and BART
 - Middle schools and high schools are near AC Transit bus lines and Union City Transit in Union City.
- North County – AC Transit, BART, WETA ferry service
- Unincorporated areas - varies

Committees

Three types of committees will be established to provide input and feedback on the program, including an Oversight Committee, a Technical Advisory Committee and model school site Student/Parent/Faculty Committees.

Oversight Committee

The Oversight Committee will periodically receive updates on the program and evaluate its effectiveness. This committee will evaluate program development, implementation and evaluation results. The committee will receive periodic reports on the program progress and will make recommendations on program effectiveness to the Alameda CTC for consideration.

Members on the oversight committee include the following organizations:

- Alameda County Office of Education
- Alameda County Transportation Commission
- School District Representative from all areas where model programs are implemented
- Student Representatives from the Student/Parent/Faculty Committees where model programs are implemented
- Community organizations such as the Sierra Club, Genesis, Urban Habitat who participated in the development of the program during development of the Transportation Expenditure Plan

Technical Advisory Committee

The Technical Advisory Committee will be comprised of program implementation partners who will meet on a regular basis to address implementation issues, evaluate effectiveness and provide suggestions for program improvements during the course of the program. Members on the Technical Advisory Committee include the following organizations:

- Alameda County Transportation Commission
- Metropolitan Transportation Commission and Clipper Card staff
- Transit operators participating in the model programs
- School district staff participating in the model programs

Student/Parent/Faculty Committees

These committees will be established at each model school site or will be integrated into other already existing committees/programs and will include students participating in the transit pass program, faculty members appointed by the school site to participate in the program implementation, and parents as recruited by the schools for participation. This committee will discuss implementation issues and concerns and will provide suggestions and feedback on the following: program monitoring and evaluation methods, outreach and communications, and performance of the program. This committee will serve as the direct feedback link into the program regarding how it is operating at a particular school site. A student from each of the school sites will be invited to serve as a liaison to the Oversight Committee.

Services Requested

The selected team will provide professional and technical services supporting the development and implementation of different models of student transit pass programs in Alameda County. It is the intent of the program that a maximum amount of funds be used to deliver transit passes to students and that the management and evaluation of the program be done as efficiently as possible.

The team will be required to work with the Alameda CTC, the Oversight Committee, the Technical Advisory Committee, the Student/Parent/Faculty Committees, transit operators, schools, youth, parents and other organizations engaged in the development, implementation and evaluation of the STPP. The following services are required under this contract:

- Project Initiation, Management and Coordination
- Program Development
- Program Implementation
- Communications, Outreach and Agency Coordination Strategy
- Evaluation and Reporting
- Integration of other programs such as Alameda County's Safe Routes to Schools Program and Alameda County Travel Training programs, as modified for youth, and workforce development programs appropriate for high school students.

Organizational Chart

[The project will be administered by the Alameda CTC and the organizational chart will include responsibilities for tasks, points of contact, and other participants (such as transit operators, MTC, etc). The organizational chart will be developed prior to release of the RFP.]

II. Scope of Work

As a part of the responses to each task below, the team is expected to address the following items for the development and implementation of model STPPs:

1. Define and rationalize realistic models for each area of the county that will address the program objectives and identify goals, proposed performance measures and evaluation tools to evaluate effectiveness.
2. Describe how multiple partners will be engaged in the STPP programs to establish successful programs, including strategies for low-income communities.
3. Describe how the proposed approach will tailor each model STPP program to each unique community and how the program will aim to expand participation at each school site.
4. Describe the team's staff composition and how the proposed approach will identify the needs of and support the multicultural and varied income levels of communities throughout Alameda County.
5. Describe the proposed approach to address barriers to involvement in a STPP program for students, parents and staff at schools.
6. Describe how the proposed approach will address emission reductions as well as public health issues and benefits related to transit use.

7. Describe how the program can be used to support positive youth engagement that promotes a sense of youth purpose, demonstrates community value of youth, and supports positive youth development.
8. Describe how technology can play a role in the implementation of the program.
9. Describe how transit operators will be integrated into program implementation.

Task 1 – Project Initiation, Management and Coordination

The team will oversee the implementation of the Student Transit Pass Program elements during the course of the project, ensuring that all program elements are implemented effectively.

The work for this task includes managing the program and providing regular progress updates to Alameda CTC and the Oversight, Technical Advisory and Student/Parent/Faculty Committees. As part of this task, the team will meet with Alameda CTC staff to review the purpose of the project, scope of work, project goals and implementation timeline. Alameda CTC staff will provide the team with all relevant documents. Regular management coordination meetings will be held with Alameda CTC staff during the course of the project. It is anticipated that these meetings will be monthly at the beginning of the project, but the number of meetings will be based on need and, therefore, a schedule will be developed during the kick-off meeting. The team will provide minutes outlining action items resulting from the coordination meetings. The team will be responsible for developing materials for presenting to the Technical Oversight, and Student/Parent/Faculty Committees, Alameda CTC and other agencies as appropriate to report on the development, implementation and outcomes of the program.

- *Deliverable 1.1: Kick-off meeting notes, with follow-up tasks.*
- *Deliverable 1.2: Refined schedule, task budgets, deliverables, and contract performance measures.*
- *Deliverable 1.3: Monthly progress reports detailing project activities, coordination efforts and goal achievement*
- *Deliverable 1.4: Meetings with Alameda CTC staff, including preparation of agendas and summary notes.*
- *Deliverable 1.5: Meetings with Oversight, Technical Advisory and Student/Parent/Faculty Committees to provide project updates and receive feedback on project deliverables (estimated not to exceed 36 meetings over a three year period).*

Task 2 – Program Development

This is a new program for Alameda County. The team will research effective strategies for developing student transit pass programs in each area of Alameda County that will support the program objectives. Based upon an assessment of best practices, as well as research performed based upon outreach to schools, students, parents and administrators, transit operators and other appropriate entities, the team will develop recommended model programs, and a proposed project implementation schedule and detailed budgets for each model program.

The team will tailor the program to the unique needs of middle and high school students, with the aim of developing and implementing a program that is easy to administer, is broadly used and does not create any stigma in its use.

The program development must address the following considerations:

Program Parameters

The program parameters include geographic reach, eligibility, program days and hours of operation, technology, accessibility, cost, funding sources, and the ability to leverage other programs and performance measures.

- **Geographic reach:** The program must accommodate geographic differences in Alameda County which include differences in city and county area infrastructure, transit services and transit proximity to schools, and demographics. Models should take into consideration transition of students from middle to high schools, as well as programs that test an entire school, versus only portions of the student body of a school. At minimum, model programs must be implemented in all four geographic areas of the County; however, based upon funding availability, more than one program could be implemented in a single area. The program should consider the following areas in development of initial model programs:
 - Areas where access to school from an economic perspective is more difficult
 - Schools that may not have good access to transit (the program needs to identify how service could potentially change to accommodate more schools)
 - Capacity issues for buses during high student use times
 - Schools in high-density as well as less-dense areas
 - Linking program to transition from middle-school transit use to high-school transit use
- **Eligibility:** The program must be developed in such a way to not create a stigma for any child involved.

Eligibility considerations include, but are not limited to:

- Middle and high school students in Alameda County who go to schools in Alameda County
 - Homeless students, drop-out students, and students in communities of concern
 - Students in after-schools programs not on the school premises
 - Family incomes and affordability
 - Proximity to school sites (i.e. New York has a distance based program that supports walking or biking to school for those who live close to their school, Portland has had to significantly reduce its program due to funding and is basing part of it on distance)
- **Program days, hours of operation and level of service:** The program will provide students with transit access to school, afterschool programs and access to afterschool jobs. The intent of the program is to provide as much flexibility in the use of the transit pass as possible during regular transit operator hours of service. Considerations for cost effectiveness will have to be made for times of the year when a majority of students are not in school. Time of use may become restricted for program cost considerations. Bell-time and bus-time coordination will be necessary.

In addition, transit service capacity during highest student use must be taken into consideration and factored into planning model programs, including potential costs if additional services are needed as a result of demand. The program must be developed in a feasible manner that will not be unduly burdensome to parties involved. Model school sites must be evaluated for current conditions and for potential increases in student transit use.

- **Technology:** The goal is to use the Clipper card technology, or some other easily tracked process, and place a student photo on the student id card. Parents and/or a program administrator could have the ability to activate the card. This method allows every student to have access to transit services. If the Clipper card technology is used, parents could activate the card for those students that can afford it, and a program administrator(s) could activate and pay for the card usage for those who cannot afford it. Alameda County has approximately 158,000 students, and it would initially cost about \$16 million per year to provide all students with a free transit pass and approximately \$7 million per year to provide service to 48,000 socioeconomically disadvantaged students.
- **Accessibility:** The program must consider transit proximity to school sites, ease of transit pass distribution and tracking, language needs for particular school sites, and travel training for different transit systems. This may include, but is not limited to, travel training information for students using regular fixed-route services, as well as travel training materials for student who may be transitioning from paratransit services to regular fixed-route services.
- **Cost:** The program must define if there are different costs to students based upon income and how to implement a tiered program that does not create any stigma for any students. The program must also develop the anticipated costs at each model site, including transit pass use and administrative costs at each site. Overall costs for each model program must include administration, transit card distribution and use, pre-, during and post evaluation, costs for travel training materials, distribution and instruction, costs for additional transit services or other applicable elements of a proposed transit pass program, and other costs as applicable. Payment of actual student transit pass use will be done under separate contracts with appropriate providers and those costs are not included in this scope of work; however, identification and quantification of the costs are included in this scope of work.
- **Funding sources:** The transportation sales tax measure will pay for a portion of the program; however, additional funding will likely be required by other sources for long-term program implementation. The team will be required to identify potential funding partners, some of which could include the following:
 - Air District (Transportation For Clean Air funding in response to greenhouse gas reduction)
 - Climate Initiatives Program
 - Federal Transportation Bill and federal education bills/appropriations
 - Job Access and Reverse Commute (JARC)
 - Kaiser and other health organizations and foundations
 - McKinney Vento Act (federal dollars) specifically for homeless students
 - MTC Lifeline
 - Provision 1 and Provision 2

- Safe Routes to Schools
- Traffic impact fees

As a part of this task, the team will further develop the program elements and define the work products and performance measures, as well as develop and maintain a detailed overall project schedule, including deliverable due dates. All program evaluation activities will be coordinated, and summary reports will be prepared.

Deliverable 2.1: Summary memo on best approaches for model student transit pass programs for middle and high school students, including rationale for site selection and program design.

Deliverable 2.2: Develop detailed schedule, budget and draft and final performance measures for each model program.

Deliverable 2.3: Final recommendation on program approach and performance measures.

Deliverable 2.4: Program evaluation approach memo, including how each model program will be evaluated using the final performance measures and how the different model programs will be evaluated against each other and as a whole, survey instruments and summary of current demographics and commute patterns of students at targeted schools.

Task 3 – Program Implementation

This task provides for the implementation of model programs identified in the previous task, including all pre-evaluation and assessment, evaluation during implementation and modifications to the program during implementation based upon feedback from evaluations and the Oversight, Technical Advisory and Student/Parent/Faculty Committees. This task also includes establishing all the contracting mechanisms necessary to implement the model programs.

Deliverable 3.1: Documentation of administrative framework for program implementation, including for all model programs, that identifies roles and responsibilities of all parties.

Deliverable 3.2: Development, coordination and implementation of contracting agreements or Memoranda of Understanding as necessary to facilitate the completion of contracts or agreements for program implementation.

Deliverable 3.3: Implementation of at minimum four model programs in middle and high schools, at least one in each geographic area of the county.

Deliverable 3.4: Documentation of program implementation, use of evaluation methods defined in Task 2, and documentation of any program modifications made during implementation.

Task 4 – Communications, Outreach and Agency Coordination Strategy

The team will be responsible for developing a plan for the outreach effort and identify key milestones in the process where outreach and solicitation of input will be required. A preliminary schedule has been developed, as shown in Exhibit 1 *[to be developed with final RFP]*, and should be taken into consideration in the development of the proposed Outreach Plan. The team will evaluate and recommend an approach for additional outreach efforts aimed at including students, parents, teachers, school counselors and administrators, and other appropriate agencies and organizations to meet the objectives of the program. Outreach and communications must address multiple language needs in the county.

Alameda CTC

The team will coordinate Alameda CTC staff in preparing materials and making presentations to the Alameda CTC and other required committees and organizations. Over the 36-month period, it is anticipated that six Commission presentations will be required.

Oversight, Technical Advisory and Student/Parent/Faculty Committees

The team and Alameda CTC staff will run the meetings and facilitate discussion for the Oversight, Technical Advisory and Student/Parent/Faculty Committees. Members of the team are expected to prepare materials, facilitate meetings, document meeting outcomes, and be available as support as directed by Alameda CTC staff during the meetings. These groups will meet at regular intervals for the duration of the program to provide input and comment on the program implementation. It is anticipated that over the 36-month process, an estimated total of 36 meetings will be required (based upon quarterly meetings). These groups will meet separately.

Local Jurisdictions/Organizations

The team will assist Alameda CTC staff with presentations to other local jurisdictions and organizations as necessary.

Deliverable 4.1: Technical Memorandum outlining outreach approach and key milestones, including a detailed discussion of schedule and approach for working with staff, the established committees, Alameda CTC and other outreach efforts (Draft, Final Draft and Final).

Deliverable 4.2: Agendas, materials and summary notes for meetings.

Task 5 – Evaluation and Reporting

The team, working with Alameda CTC staff and the Oversight, Technical Advisory and Student/Parent/Faculty Committees will develop quantitative and qualitative performance measures that reflect the program objectives and goals. These performance measures will be used to evaluate the model programs and to determine methods for modifying the program as necessary over time, as well as to determine what successful elements need to be included in programs that are implemented after the first three-year period. The team will use the final performance measures developed in Task 4 and will demonstrate how they will be used to evaluate effectiveness of the model programs against program objectives and goals. All program evaluation activities will be coordinated, and summary reports will be prepared. The team will give examples of how the performance measures will be applied to the program and to selection of successful elements for future program implementation.

Deliverable 5.1: Technical Memorandum summarizing the effectiveness of the program against the performance measures, evaluation methodology and timelines, results of the program evaluation, and the proposed improvements recommended for implementation of long-term programs (Draft, Final Draft, Final)

Deliverable 5.2: Program evaluation results at the end of years 1 and 2

Deliverable 5.3: Final program evaluation of all three years and recommendations for on-going implementation of successful programs.

Task 6 – Integration of other programs

This task includes identification and development of how a student transit pass program can be integrated with other programs such as Alameda County's Safe Routes to Schools Program and Alameda County Travel Training programs, as modified for youth, and integration of workforce opportunities for high school students.

There are many on-going programs in Alameda County that support healthy access to schools and training on how to use transit. The team will be required to evaluate how model programs can be integrated into and be coordinated with the implementation of existing programs in Alameda County with the aim of providing comprehensive student support programs that leverage funding, education, and resources.

Deliverable 6.1: Technical Memorandum summarizing opportunities for student transit pass program integration and coordination with other student supportive programs (Draft, Final Draft, Final).

Deliverable 6.2: Technical Memorandum summarizing program implementation approach, including funding sources, partners, timelines, resources and deliverables.

This page intentionally left blank

ID #	Section/Task	Page	Other Identifier	Commenter First Name	Commenter Last Name	Commenter Organization	Date	Comment	Response
1	Full Scope of Services, Deliverables and Staffing		General Comments	Mary Lim Lindsay Allysa	Lampe Imai Evans	Genesis Urban Habitat Youth Uprising	4/30/2012	DRAFT BUS PROPOSAL AND RECOMMENDATIONS What follows is a proposal for how the 3-year Alameda County Student Bus Pass Program should be structured. All three organizations have, for more than a year, participated faithfully in the process to shape the expenditure plan of Measure B3, as well as in the Student Bus Pass stakeholder meetings to develop the Bus Pass Program. <ul style="list-style-type: none">• What are our primary goals?<ul style="list-style-type: none">o Improve social equity by lowering the financial burden on families and ensure equitable access to educational and economic opportunityo Show the commitment of the community to the positive development of youtho Address climate change by educating youth about climate change and creating the next generation of transit riderso Reinforce that the Eco student bus pass is not just a transportation program, and an environmental program, but also a positive youth development program.• Who would it serve?<ul style="list-style-type: none">o All middle and high school students in Alameda County• When would the pass work?<ul style="list-style-type: none">o Year round, 24/7 – to ensure access to all enrichment opportunities including summer school, extracurricular activities , part time jobs, etc.• How would it work?<ul style="list-style-type: none">o On AC Transit, it would be a Student ID with Clipper Card technology embedded into it. On Union City Transit and LAVTA/WHEELS it would just be the Student ID.• When would a student lose his/her bus pass privileges?<ul style="list-style-type: none">o Truant students who are intentionally missing school. The students’ schools would be responsible and empowered to take away (and return) the student’s ID/Clipper Card while he/she received counseling and intervention to get the youth back on track so he/she can achieve positive outcomes.• Who would administer it?<ul style="list-style-type: none">o It would be the Alameda County Office of Education in partnership with ACTC, the transit operators, schools and academics who could lead the evaluation component.• Who would monitor it?<ul style="list-style-type: none">o An over-sight committee should also be formed made up of representatives of the above agencies but also youth groups and community organizations, with student representatives.	The proposed program is focused on middle and high school students in Alameda County who go to school in Alameda County. The intent of the program is to develop models that can successfully be applied to schools throughout Alameda County that will serve all middle and high school students. The goals of the student transit pass program must be measurable to ensure that the program is meeting its intent. Some of the goals listed in these comments would be potential outcomes of a program; however, as written would be difficult for a program to specifically measure. The intent of some of these comments can be incorporated into the program. The goals that have been discussed through the developmental process of the draft scope of work are measurable and as noted above, include some of these items intended outcomes. For example, reinforcing the student transit pass program as a positive youth development program is incorporated into the current draft scope in a couple of areas, such as linking students to work opportunities, engaging students in a committee that focuses on youth participation in the development, implementation and evaluation of the program.
1	Full Scope of Services, Deliverables and Staffing		General Comments					<ul style="list-style-type: none">• When would the pass work?<ul style="list-style-type: none">o Year round, 24/7 – to ensure access to all enrichment opportunities including summer school, extracurricular activities , part time jobs, etc.• How would it work?<ul style="list-style-type: none">o On AC Transit, it would be a Student ID with Clipper Card technology embedded into it. On Union City Transit and LAVTA/WHEELS it would just be the Student ID.• When would a student lose his/her bus pass privileges?<ul style="list-style-type: none">o Truant students who are intentionally missing school. The students’ schools would be responsible and empowered to take away (and return) the student’s ID/Clipper Card while he/she received counseling and intervention to get the youth back on track so he/she can achieve positive outcomes.• Who would administer it?<ul style="list-style-type: none">o It would be the Alameda County Office of Education in partnership with ACTC, the transit operators, schools and academics who could lead the evaluation component.• Who would monitor it?<ul style="list-style-type: none">o An over-sight committee should also be formed made up of representatives of the above agencies but also youth groups and community organizations, with student representatives.	The current draft scope includes creating models programs that support student access to afterschool activities, extracurricular activities and jobs. The draft scope includes assessing the possibilities of having the program be available during all operating hours of transit services, as well as the possibility of summertime, dependent upon cost. It is possible that different models will assess different timeframes of use. Regarding how the program would work, it is anticipated that Clipper is the most appropriate technology for AC Transit and BART. With regard to LAVTA, it currently allows student access on transit using student id cards periodically when it is offering promotional opportunities to students. Discussion are needed with Union City Transit regarding how it could most effectively implement a program and still provide data to the Alameda CTC on student transit use. Regarding loss of student transit pass privileges, the proposed idea seems to be a good one. Again, how the program will be implemented and by whom is something that needs to be assessed and coordinated directly with the schools in which the program will be implemented.
1	Full Scope of Services, Deliverables and Staffing		General Comments					<ul style="list-style-type: none">• Where would it be rolled out ideally?<ul style="list-style-type: none">o Areas with the highest population density or greatest need, where there is capacity and interest on the part of the school districts to support the program and ideally in geographically diverse locations (e.g.: one per planning area).• How would its success be measured?<ul style="list-style-type: none">o Positive outcomes in youth developmento Positive impact on family budgetso Increase in student transit ridershipo Increased attendance at after school programs for youth	The determination of who would administer the program will need to be decided based upon the outcomes of the responses to the RFP. All the partners noted in these comments are essential to program development and implementation. The proposed scope includes an oversight committee. It also includes a technical and student/faculty/parent based committee that can provide direct "on the ground" feedback into how the program is actually working in each model.
1	Full Scope of Services, Deliverables and Staffing		General Comments					<ul style="list-style-type: none">• Where would it be rolled out ideally?<ul style="list-style-type: none">o Areas with the highest population density or greatest need, where there is capacity and interest on the part of the school districts to support the program and ideally in geographically diverse locations (e.g.: one per planning area).• How would its success be measured?<ul style="list-style-type: none">o Positive outcomes in youth developmento Positive impact on family budgetso Increase in student transit ridershipo Increased attendance at after school programs for youth	The proposed scope includes at minimum a program in each planning area. As noted above, the goals of the program must be measurable to allow evaluation of program performance against goals. Some of the goals as proposed in these comments would be difficult to measure. For example, positive impact on family budgets would mean that we would need to know a baseline of family budgets to compare if there has been a positive effect as a result of the program.

Student Transit Pass Program – Draft Scope of Work Comments

ID #	Section/Task	Page	Other Identifier	Commenter First Name	Commenter Last Name	Commenter Organization	Date	Comment	Response
1	Full Scope of Services, Deliverables and Staffing		General Comments					<ul style="list-style-type: none">What is missing from the ACTC proposal?<ul style="list-style-type: none">A cap on Administrative Costs (we propose 7% of the funds)A minimum amount going toward education (we propose 3% of the funds)A minimum amount going toward funding transit passes (we propose at least 90% of the funds should go toward funding transit passes or \$4.5 million per year, which could cover 18,750 students for an entire year on AC Transit at their current monthly pass cost of \$20.00)A breakdown of estimated costs for the program according to ACTCA clear understanding of the measurements that will be used to evaluate the success of the program, e.g., positive outcomes in youth development, reduction in truancy, increased graduation rates, more usage of after school programs for youthClarity on who will be accountable to those measurementsA clear definition on what counts as Administrative Costs	The draft scope of work includes a statement that the intent of the program is to provide the most amount of funding for student transit pass use. The draft scope also includes specific steps that need to be taken in order to develop proposed models, allow them to be evaluated by the established committees, allow them to be finalized and then implemented with specific monitoring and feedback during implementation. TO ensure success of the program, monitoring and evaluation are critical components. The intent of releasing an RFP is to receive proposals that can offer approaches to program development that are cost effective and efficient. Alameda CTC will evaluate all proposals in part on these factors. The performance measures will be developed as part of the program included in Task 2. The performance measures may vary based upon different model structures. The team who is awarded the contract will be evaluating the performance measures of the program and will be responsible for implementing a program that supports meeting the program goals.
	Full Scope of Services, Deliverables and Staffing		General Comments					<ul style="list-style-type: none">What should be removed from or reduced within the ACTC proposal?<p>The deliverables for Project Team should be realistic and the program administration should not be so burdensome as to distract from the goals of the program- to provide free transit passes to youth. We recommend the following changes and deletions from the program to reduce the administrative duties, while maintaining the core program intact.</p><p>Remove the following deliverables:</p><ul style="list-style-type: none">Deliverable 1.5 – School-based “Student/Parent/Faculty” committees.Deliverable 4.1- The memo about working with ACTC staff, committees and Alameda CTC.<p>Reduce the following deliverables:</p><ul style="list-style-type: none">Deliverable 1.3: Instead of monthly status reports, require quarterly reports.Deliverable 1.5: Instead of separate meetings with 3+ committees, combine Oversight and Technical Committees (and eliminate the school-site committees) and cut meetings down by half to no more than 18 meetings over 3 years.<p>Shift responsibility on the following deliverables:</p><ul style="list-style-type: none">Deliverable 2.4 and Deliverables 5.1-5.2: Program evaluation should be the responsibility of the Oversight and Technical Committees, in partnership with academics and staffed by ACTC – not the responsibility of the Project Team.Deliverable 6.1: Shift the requirement to produce 3 drafts of a technical memo on how the pass program could be integrated or coordinated with other student transportation programs to ACTC staff (given their expertise on Safe Routes to Schools and other similar programs).	The administration of the program is intended to be effective and efficient with enough accountability and communications in the development, implementation and monitoring of the program to ensure that it is being implemented as approved in the contract with the selected team. It is anticipated that the team will be comprised of different entities that will perform different portions of the program. For example, the team members who implement the program can provide responses (i.e. survey responses, etc) to the portion of the team that will conduct the evaluation. The deliverables in the scope of work are intended to provide clear definition of program components. For example, the structure of how committees will work is important to ensure that the team is conducting its work according to approved processes. Regarding the student/faculty/parent committee, this committee can serve as an important portion of the program to provide information directly from those who are both using and helping to administer the program. In addition, student participation in this kind of project offers students opportunities to meet community service requirements as well as opportunities to include positive student engagement in a countywide program. Task 4.1 is to specifically detail the outreach approach on the project which is inclusive of how the team will work with committees, Alameda CTC and other outreach efforts. Establishing these processes creates a clearly defined and mutually understood method for performing work under this task. The purpose for having the drafts, draft final and final is to allow Alameda CTC and committees the opportunity to review and provide feedback on the process. Monthly status reports are usually submitted as part of an invoice to back up the billings and are usually two to three pages of bulleted items that show work conducted. There is a possibility of streamlining how the Oversight, technical and other committees operate and meet. Program evaluation will be done as part of the project. The oversight committee will review the reports that come out of the evaluation efforts and provide feedback into the process. The technical memos on the coordination with other programs offer review cycles as discussed above.
1	Full Scope of Services, Deliverables and Staffing		General Comments					<p>These changes will result in the following reduced requirements:</p> <ul style="list-style-type: none">18, rather 36 meetings of advisory and oversight committees (prep, staff and summarize)1, rather than 4 technical memosNo direct responsibility for program evaluationNo direct responsibility for researching other student transportation programsNo responsibility for organizing and staffing school-based committees	Comment noted

ID #	Section/Task	Page	Other Identifier	Commenter First Name	Commenter Last Name	Commenter Organization	Date	Comment	Response
4	Full Scope of Services, Deliverables and Staffing		General Comments	Tina Nathan	Spencer Landau	AC Transit	5/9/2012	<p>Initial Comments - We are pleased that the scope recognizes that it may be necessary to add service to effectively implement the program. As has been noted at planning meetings, some of the schools in low income areas are precisely where school-related ridership is already straining capacity.</p> <p>AC Transit assumes that monthly youth passes (planned to cost \$26.50 in 2013) would be purchased for any students we transport under this program. In this way, AC Transit would be held harmless against fare-related loss of revenue, although we might incur other costs.</p> <p>Initial Caveat about Oakland - Before discussing the draft scope, we must make an initial caveat about AC Transit's ability to provide supplemental service to schools. AC Transit and the Oakland Unified School District (OUSD) are currently discussing how much funding OUSD is willing to pass through to AC Transit for this service next year. If OUSD substantially reduces this funding from previous levels (or eliminates funding entirely), this could significantly impact our ability to provide supplemental service in Oakland. We will keep ACTC informed as this situation develops.</p>	It is the intent of the program that transit operators would not be negatively affected by implementation of a student transit pass program. Per the comment about OUSD's budget, this is an important issue that could affect program implementation and effectiveness. On-going discussions about school and transit operator budget impacts are essential during the program development.
	Attachment A, Section I	8	Program Objectives					<p>Program Objectives - In addition to the draft's objectives, we would add "improve students' experience of using transit." Metrics to measure the success of each of the objectives are needed, although it is difficult to measure the degree to which students are educated about transit.</p> <p>Barriers to Access - It is also important to conceptualize "barriers to transportation access to schools" broadly. This concept is often interpreted as meaning simply that students and their families cannot afford to pay bus fare. But many other factors may be at work instead of or in addition to costs. These include the level of transit service available at a given site, students' and parents' knowledge about the service, access to Clipper cards, and students'/parents' willingness to have students ride the bus to school.</p>	
4	Full Scope of Services, Deliverables and Staffing		Program Structure					<p>Overall Program Structure - The proposed scope indicates that the same team will be asked to develop and implement the program. This approach runs the risk that the program developers will focus on strategies that they are more experienced and comfortable with, even if those are not necessarily the best strategies for a given situation. ACTC and others involved will have to be careful to ensure that this suboptimal outcome does not occur.</p> <p>We are also concerned about the potential for ambiguity about the roles and responsibilities of team members as they develop and implement the program. For this reason, the team should clearly indicate which team members will be responsible for what tasks, who will serve as points of contact with ACTC, transit agencies, school districts etc. This should be listed with the items expected in the Scope of Work on page 11.</p>	It is envisioned that responses to the RFP will clearly define the roles and responsibilities of each team member. There is a placeholder in the draft scope for an organizational chart. This will be developed in the next iteration of the draft scope. The purpose of deliverables in several tasks which have draft, final draft and final technical memoranda are to specifically allow the oversight and technical committees the opportunity to review and comment on the proposed approaches by the team to ensure that the best strategies are employed.

ID #	Section/Task	Page	Other Identifier	Commenter First Name	Commenter Last Name	Commenter Organization	Date	Comment	Response
4	Attachment A, Section II, Task 3	15	Deliverable 3.1: Implementation up to four model programs					<p>Program Scope - Deliverable 3.1 call s for implementation of up to four model programs; one in each planning area. We suggest that the program be considered to be a the school district level. This would help make clear the important point that each program could contain more than one school. Almost every school district in the county has two or more middle/high schools. The school districts are also the governing bodies for the schools.</p> <p><u>Number of Programs and Schools</u> - We also suggest that the scale of the program be "...at least four model programs." The available funding may allow programs in more than four districts. Given that there are 18 school districts in Alameda County, implementing more than four programs would be useful. Planning Area 1, Northern Alameda County, has 6 school districts and a population of over 600,000, more than 40% of county's population. All of the planning areas have significant internal variation; Planning Area 1 has areas as divergent as Piedmont, Berkeley and East Oakland. It would be very useful to have more than one program in Planning Area 1.</p>	This is a possible outcome of some of the model programs. Alameda CTC concurs that if it is possible to implement more than four programs, that would better serve the ability to test models in different areas, depending upon available budget to do so. As pointed out, even in one school district in one area of the county, there are very different schools.
	Attachment A, Section II, Task 3	15	Program Implementation					<p>Implementation - Task 3, Program Implementation, is the most important and costly part of the program, but is so far least developed in the scope. We suggest a number of sub-tasks within Task 3 to clarify the nature (and great complexity of the work):</p> <p><u>Statement of Administrative Framework</u> - This would indicate specifically who (by agency and function) would be responsible for implementing what tasks. It would include roles and responsibilities for the team, ACTC, the school districts, the transit agencies, and any other parties actually implementing the program. It would indicate how needed activities would happen (e.g. who would verify the eligibility of a student for a Clipper card). It would also include the processes for reporting results. Given the novelty and complexity of the program, this is a key document.</p> <p><u>Performance Metrics</u> - It is critical at this stage that performance metrics be developed, and that information sufficient to evaluate performance be collected from each school and district.</p> <p><u>Memorandums of Understanding (MOUs)</u> - Implementation issues would be memorialized in the transit agencies involved, along with any other parties Responsible for actual program implementation.</p> <p><u>Informal Summary of What the Implementation Section Needs to Answer:</u></p> <ol style="list-style-type: none">1. Has a structure been created in each district and at each school that can deliver the program?2. Is the structure working properly?3. How do you know if it's working?4. What do you do if it's not working?	Most of the items noted in this comment will be developed under Task 2 and then implemented under Task 3. The MOU's can be added into Task 3.
4									

Student Transit Pass Program – Draft Scope of Work Comments

ID #	Section/Task	Page	Other Identifier	Commenter First Name	Commenter Last Name	Commenter Organization	Date	Comment	Response
4	Attachment A, Section I	9	Transit Operators					Transit Operators - WETA should be eliminated from the list of potentially eligible transit operators because it does not provide any service within Alameda County.	WETA provides service in the Cities of Oakland and Alameda, and therefore was included in the draft scope.
4	Attachment A, Section II	11	Scope of Work					<p>The scope items (p.11) should include a discussion of how the team will develop a program for transit agencies that is feasible and not unduly burdensome.</p> <p>Program Development: Deliverable 2.4, the Program Approach Memo, should be made into a task within this section, to stress its central importance.</p> <p>Specific objectives for each of the school districts' programs should be developed, as the key goals may differ from site to site.</p> <p>This section should include eligibility guidelines/preferences for schools, as well as for students. Some of the guidelines could be the same as for students, others different.</p> <p>Clarifying Question - Are "families of concern" (p.13) the families who live in communities of concern, or are they low income families generally?</p> <p>Funding Sources - Should note that if federal funds are added to the program Title VI prior evaluations will be necessary, and LEP communication should be included.</p> <p>Evaluation and Reporting: This task begins in the program development stage and should not be considered an isolated activity at the end of the program.</p> <p>Eliminate or rewrite the sentence "The team will use the final performance measures developed in Task 4..." because Task 4 does not call for a comprehensive set of performance measures.</p>	<p>Item 1 can be incorporated into the Scope of Work on page 11; Deliverable 2.4 is part of task 2; the rationale for each site selection is required as part of Task 2.1; Eligibility is included under Task 2, but could be more clearly defined; LEP will be added to ensure that it is done if federal funds are applied to the program; evaluation and reporting will be done throughout the program - it is included as a separate task and it will be clarified that it will be done throughout program implementation; the reference to Task 4 for performance measure will be corrected to reference Task 2.</p>

Student Transit Pass Program Contacts

First Name	Last Name	Affiliation	Email
Transportation Agencies (83 records)			
	Staff and		
Alameda CTC	Commissioners	Alameda County Transportation Commission	
Alameda County Technical Advisory Committee	24 Members	Alameda County Transportation Commission	
Beverly	Greene	AC Transit	bgreene@actransit.org
Nathan	Landau	AC Transit	Nlandau@actransit.org
Sue	Lee	AC Transit	slee@actransit.org
Tina (Konvalinka)	Spencer	AC Transit	TSpencer@actransit.org
Victoria	Wake	AC Transit	vwake@actransit.org
Charlotte	Barham	BART	cbarham@bart.gov
Donna	Lee	BART	dlee@bart.gov
Julie	Yim	BART	jiyim@bart.gov
Pam	Herhold	BART	pherhol@bart.gov
Val	Menotti	BART	vmenott@bart.gov
Dawn	Argula	Board of Supervisor Office - District 1	dawn.argula@acgov.org
Christopher	Miley	Board of Supervisor Office - District 2	Christopher.Miley@acgov.org
Amy	Shrago	Board of Supervisor Office - District 5	amy.shrago@acgov.org
Paul	Matsuoka	Livermore Amador Valley Transit Authority	pmatsuoka@lavta.org
Anne	Richman	Metropolitan Transportation Commission	arichman@mtc.ca.gov
Jeffrey	Nazareno	Metropolitan Transportation Commission	jnazareno@mtc.ca.gov
Kristen	Mazur	Metropolitan Transportation Commission	kmazur@mtc.ca.gov
Community-based and Business Organizations (17 records)			
Brett	Hondorp	Alta Planning	bhondorp@altaplanning.com
Lisa	Hagerman	DBL Investors	lisa@dblinvestors.com
John	Claassen	Genesis	john.claassen@jirgear.com
Michelle	Jordan	Genesis	mjordnan823@sbcglobal.net

Mahasin	Abdul-Salaam	Genesis Task Force	center4learningbynature@gmail.com
Mim	Hawley	League of Women Voters	mbhawley@earthlink.net
Wendy	Alfsen	Sierra Club	wendvalfsen@gmail.com
Patrishia	Piras	Sierra Club	patpiras@sonic.net
Lindsay	Imai	Urban Habitat	lindsay@urbanhabitat.org
Matt	Williams	Sierra Club	mwillia@mac.com
Allysa	Evans	Youth Uprising	AEvans@youthuprising.org
Alice	Alvarado		alice.alvarado@rocketmail.com
Kumar	Malini		kumarmalini@gmail.com
Salena	Schilling		salenaschilling@sbcglobal.net
See e-mail address			jlf7800@netzero.com
See e-mail address			luzy65@att.net

Educational Organizations (1 record)

Unique S.	Holland	Alameda County Office of Education (Distributed the Scope of Work through its Communications Network)	uholland@acoe.org
-----------	---------	---	-------------------

K-12 Districts (17 records)

Kristen	Zazo	Alameda Unified School District	kzazo@alameda.k12.ca.us
Stephen	Hanke	Dublin Unified School District	hankesteph@dublin.k12.ca.us
Debra	Lindo	Emeryville Unified School District	debra.lindo@emeryusd.org
James	Morris	Fremont Unified School District	jmorris@fremont.k12.ca.us
Billy	Martin	Hayward Unified School District	bimartin@husd.k12.ca.us
Katherine	Brown	Hayward Unified School District	klbrown@husd.k12.ca.us
Kelly	Hubbard	Hayward Unified School District	khubbard@husd.us
Stan	Dobbs	Hayward Unified School District	sdobbs@husd.us
Kelly	Bowers	Livermore Unified School District	kbowers@lvjUSD.k12.ca.us
Blanca	Snyder	New Haven Unified School District	bsnyder@nhusd.k12.ca.us
John	Mattos	New Haven Unified School District	jmatto@nhusd.k12.ca.us
Dave	Marken	Newark Unified School District	dmarken@nusda.k12.ca.us
William	Whitton	Newark Unified School District	whitton@nusd.k12.ca.us
Constance	Hubbard	Piedmont Unified School District	chubbard@piedmont.k12.ca.us

Parvin	Ahmadi	Pleasanton Unified School District	pahmadi@pleasanton.k12.ca.us
Lynn	Novak	Pleasanton Unified School District	Inovak@pleasanton.k12.ca.us
Cindy	Cathey	San Leandro Unified School District	ccathey@sanleandro.k12.ca.us

High Schools (5 records)

Karen	Seals	Oakland - Oakland High School	kseals5@aol.com
Dana	Wickner	San Lorenzo - San Lorenzo High School	dana.wickner@gmail.com
Katherine	Herrick	San Lorenzo - San Lorenzo High School	kherrick@slzUSD.org
Amy	McNamara	Union City - Logan High School	amcnamara@nhUSD.k12.ca.us
James	Rardin	Union City - Logan High School	jrardin@nhUSD.k12.ca.us

Middle Schools (19 records)

Lucy	Bryndza	Albany - Albany Middle School	lbryndza@ausdk12.org
Marty	Place	Albany - Albany Middle School	mplace@ausdk12.org
Peter	Parenti	Albany - Albany Middle School	pparenti@ausdk12.org
Amber	Evans	Berkeley - King Middle School	amber@thetrollfamily.com
Janet	Levenson	Berkeley - King Middle School	jlevenson@berkeley.k12.ca.us
Charles	Patterson	Emeryville - Emery Secondary School	charles.patterson@emeryUSD.org
Louisa	Lee	Fremont - Centerville Junior High	louisalee@fremont.k12.ca.us
Sherry	Strausbaugh	Fremont - Centerville Junior High	sstrausbaugh@fremont.k12.ca.us
Lisa	Davies	Hayward - Bret Harte Middle School	ldavies@hUSD.k12.ca.us
Bella	Martinez	Livermore - Junction Avenue K-8 School	bmartinez@lvjUSD.k12.ca.us
Jamal	Fields	Livermore - Junction Avenue K-8 School	jfields@lvjUSD.k12.ca.us
Scott	Vernoy	Livermore - Junction Avenue K-8 School	svernoy@lvjUSD.k12.ca.us
Carissa	Cooksey	Oakland - Elmhurst Middle School	crcooksey@yahoo.com
Laura	Robell	Oakland - Elmhurst Middle School	laura.robell@ousd.k12.ca.us
Sandy	Rodriguez	Oakland - Elmhurst Middle School	sandyrdriguez@citizenschools.org
Richard	Gorton	Pleasanton - Foothill High School	rgorton@pleasanton.k12.ca.us
Patty	Reichhorn	Pleasanton - Hart Middle School	jreichhorn@comcast.net
Terry	Conde	Pleasanton - Hart Middle School	tconde@pleasanton.k12.ca.us
Alberto	Solorzano	Union City - Cesar Chavez Middle School	asolorzano@nhUSD.k12.ca.us

Elementary Schools (24 records)

Catherine	Mikes	Dublin - Dougherty Elementary	mikescatherine@dublinusd.org
Lauren	McGovern	Dublin - Dublin Elementary	mcgovernlauren@dublinusd.org
Tess	Johnson	Dublin - Dublin Elementary	johnsonstess@dublin.k12.ca.us
Lynn	Medici	Dublin - Kolb Elementary	medicilynn@dublinusd.org
Cindy	Hicks-Rodriguez	Fremont - Brookvale Elementary	chiks-rodriguez@fremont.k12.ca.us
Vivian	Martin	Fremont - Glenmoor Elementary	vmartin@fremont.k12.ca.us
Douglas	Whipple	Fremont - Gomes Elementary	dwhipple@fremont.k12.ca.us
Judy	Nye	Fremont - Grimmer Elementary	jnye@fremont.k12.ca.us
Julie	Asher	Fremont - Hirsch Elementary	jasher@fremont.k12.ca.us
Jennifer	Casey	Fremont - Hirsch Elementary	jcasey@fremont.k12.ca.us
Mary Liu	Lee	Fremont - Leitch Elementary	mlee@fremont.k12.ca.us
Tammy	Eglinton	Fremont - Mattos Elementary	teglinton@fremont.k12.ca.us
Jim	Hough	Fremont - Niles Elementary	jhough@fremont.k12.ca.us
Marianne	Schmidt	Fremont - Parkmont Elementary	mschmidt@fremont.k12.ca.us
Jason	Whiting	Fremont - Warm Springs Elementary	jwhiting@fremont.k12.ca.us
Irma	Torres-Fitzsimons	Hayward - Burbank Elementary	itorres-fitzsimons@husd.k12.ca.us
Pete	Wilson	Hayward - Burbank Elementary	pwilson@husd.k12.ca.us
Irene	Preciado	Hayward - Cherryland Elementary	ipreciado@husd.k12.ca.us
Gary	Dobbs	Hayward - Eden Gardens Elementary	gdobbs@husd.k12.ca.us
Daisy	Palacios	Hayward - Longwood Elementary	dpalacios@husd.k12.ca.us
Fernando	Yanez	Hayward - Longwood Elementary	fyanez@husd.k12.ca.us
Brian	White	Hayward - Southgate Elementary	bwhite@husd.k12.ca.us
Brent	Nelson	Hayward - Warm Springs Elementary	bnelson@fremont.k12.ca.us
Denise	Nathanson	Livermore - Emma C Smith Elementary	dnathanson@lvjUSD.k12.ca.us

Total = 166



Memorandum

DATE: May 16, 2012

TO: CWTP-TEP Steering Committee

FROM: Tess Lengyel, Deputy Director of Policy, Legislation and Public Affairs
Beth Walukas, Deputy Director of Planning

SUBJECT: **Review of Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan and Update on Development of a Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP)**

Recommendation

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

Summary

This item provides information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS).

Discussion

Ten separate committees receive monthly updates on the progress of the CWTP-TEP and RTP/SCS, including ACTAC, the Planning, Policy and Legislation Committee (PPLC), the Alameda CTC Board, the CWTP-TEP Steering Committee, the Citizen's Watchdog Committee, the Paratransit Advisory and Planning Committee, the Citizen's Advisory Committee, the Bicycle and Pedestrian Advisory Committee, and the Technical and Community Advisory Working Groups. The purpose of this report is to keep various Committee and Working Groups updated on regional and countywide planning activities, alert Committee members about issues and opportunities requiring input in the near term, and provide an opportunity for Committee feedback in a timely manner. CWTP-TEP Committee agendas and related documents are available on the Alameda CTC website. RTP/SCS related documents are available at www.onebayarea.org.

May 2012 Update:

This report focuses on the month of May 2012. A summary of countywide and regional planning activities for the next three months is found in Attachment A and a three year schedule for the countywide and the regional processes is found in Attachments B and C, respectively. Highlights at the regional level include release of the draft Preferred SCS and RTP by ABAG and MTC. At the county level, highlights include the release the Final Draft CWTP and approval of the Final Transportation Expenditure Plan. Staff will present an update at the meeting on the status of all items.

1) SCS/RTP/OBAG

MTC and ABAG are preparing the Draft Preferred SCS and RTP for presentation and joint adoption by the ABAG Executive Board and MTC Commission on May 17, 2012, after which the environmental process will begin. The draft transportation investment strategy was released by MTC and presented to the Joint MTC Planning and ABAG Administrative Committee on April 13, 2012 for information. Projects and programs included in the draft transportation investment strategy are consistent with the CWTP and TEP. MTC released an additional version of the One Bay Area Grant proposal, which is also scheduled for adoption at the joint ABAG/MTC May 17 meeting. Staff is preparing comments, which are presented under a separate agenda item. Additional information on this item will be presented at the meeting.

2) CWTP-TEP

On January 26, 2012, the Alameda CTC, based on the CWTP-TEP Steering Committee recommendation, adopted the final Transportation Expenditure Plan. The Transportation Expenditure Plan is being taken to each city council and the Board of Supervisors for approval by May 2012 as well as AC Transit and BART. As of the writing of this staff report, thirteen City Councils and the Board of Supervisors have approved the TEP: Fremont, Livermore, Union City, Emeryville, Hayward, San Leandro, Oakland, Piedmont, Albany, Dublin, Pleasanton, Newark, Alameda and the Alameda County Board of Supervisors. AC Transit and the BART Board also took action in support of the TEP. The TEP is included on all city council agendas through May. The Draft CWTP was presented to the ACTAC and PPLC in April 2012 as well as BPAC. Both the Final Draft CWTP and the Final Transportation Expenditure Plan, along with the ordinance which will also be placed on the ballot, will be brought to the Commission in May 2012 for approval so that the Board of Supervisors can be requested at its June 5, 2012 meeting to place the Transportation Expenditure Plan on the November 6, 2012 ballot. Staff will provide additional information at the meeting.

3) Upcoming Meetings Related to Countywide and Regional Planning Efforts:

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	Typically the 4 th Thursday of the month, noon Location: Alameda CTC offices	May 24, 2012* Note this is the last scheduled meeting for the Steering Committee
CWTP-TEP Technical Advisory Working Group	2 nd Thursday of the month, 1:30 p.m. Location: Alameda CTC	May 10, 2012
CWTP-TEP Community Advisory Working Group	Typically the 1 st Thursday of the month, 2:30 p.m. Location: Alameda CTC	May 10, 2012* *Note: The May CAWG meeting will be held jointly with the TAWG and will begin at 1:30. This is the last scheduled meeting for both committees.

Committee	Regular Meeting Date and Time	Next Meeting
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	May 1, 2012 June 5, 2012
SCS/RTP Equity Working Group	2 nd Wednesday of the month, 11:15 a.m. Location: MetroCenter, Oakland	May 9, 2012 June 13, 2012
SCS Housing Methodology Committee	Typically the 4 th Thursday of the month, 10 a.m. Location: BCDC, 50 California St., 26 th Floor, San Francisco	May 24, 2012
Joint MTC Planning and ABAG Administrative Committee	2 nd Friday of the month, 9:30 a.m. Location: MetroCenter, Oakland	May 11, 2012 June 8, 2012
Joint MTC Commission and ABAG Executive Board meeting	Special Meeting, 7 p.m. Location: Oakland Marriott City Center	May 17, 2012

Fiscal Impact

None.

Attachments

Attachment A: Summary of Next Quarter Countywide and Regional Planning Activities
Attachment B: CWTP-TEP-RTP-SCS Development Implementation Schedule
Attachment C: OneBayArea SCS Planning Process (revised October 2011)

This page intentionally left blank

**Summary of Next Quarter Countywide and Regional Planning Activities
(May 2012 through July 2012)**

Countywide Planning Efforts (CWTP-TEP)

The three year CWTP-TEP schedule showing countywide and regional planning milestone schedules is found in Attachment B. Major milestone dates are presented at the end of this memo. During the May 2012 through July 2012 time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to comment on the draft preferred Sustainable Communities Strategy (SCS): the Jobs-Housing Connection scenario;
- Coordinating with MTC on the transportation investment strategy and confirming that the projects and programs recommended for the CWTP are also included in the RTP investment strategy;
- Responding to comments on the Draft CWTP and circulating a Final Draft CWTP;
- Seeking jurisdiction approvals of the Final TEP; and
- Presenting the Final Draft CWTP and the Final TEP to the Steering Committee for approval; and
- Requesting the Board of Supervisors to place the TEP on the November 6, 2012 ballot.

Regional Planning Efforts (RTP-SCS)

Staff continues to coordinate the CWTP-TEP with planning efforts at the regional level including the Regional Transportation Plan (MTC), the Sustainable Communities Strategy (ABAG), Climate Change Bay Plan and amendments (San Francisco Bay Conservation and Development Commission (BCDC)) and CEQA Guidelines (Bay Area Air Quality Management District (BAAQMD)).

In the three month period for which this report covers, MTC and ABAG are or will be:

- Responding to comments on the Draft Preferred SCS: The Jobs-Housing Connection Scenario
- Responding to comments on the draft transportation investment strategy;
- Refining draft 28-year revenue projections;
- Adopting the preferred land use and transportation scenario (May 2012); and
- Beginning the environmental review process.

Staff will be coordinating with the regional agencies and providing feedback on these issues, through:

- Participating on the MTC/ABAG Regional Advisory Working Group (RAWG);
- Reviewing local transportation network priorities through the CWTP-TEP process; and
- Commenting on the Draft Preferred SCS: The Jobs-Housing Connection Scenario.

Key Dates and Opportunities for Input¹

The key dates shown below are indications of where input and comment are desired. The major activities and dates are highlighted below by activity:

Sustainable Communities Strategy:

Presentation of SCS information to local jurisdictions: Completed
Initial Vision Scenario Released: March 11, 2011: Completed
Draft Alternative Land Use Scenarios Released: Completed
Draft Preferred SCS Released: Completed
Preferred SCS Scenario Released/Approved: April/May 2012

RHNA

RHNA Process Begins: January 2011
Draft RHNA Methodology Adopted: July 2012
Draft RHNA Plan released: July 2012
Final RHNA Plan released/Adopted: April/May 2013

RTP

Develop Financial Forecasts and Committed Funding Policy: Completed
Call for RTP Transportation Projects: Completed
Conduct Performance Assessment: Completed
Release draft Transportation Investment Strategy: Completed
Prepare SCS/RTP EIR: May 2012 – October 2012
Release Draft RTP/SCS EIR: November 2012
Adopt SCS/RTP: April 2013

CWTP-TEP

Develop Alameda County Land Use Scenario Concept: Completed
Administer Call for Projects: Completed
Release Administrative Draft CWTP: Completed
Release Preliminary TEP Program and Project list: Completed
Adopt Final TEP: Completed
Obtain TEP approvals from jurisdictions: February – May 2012
Release Draft CWTP: Completed
Conduct TEP Outreach: January 2011 – June 2012
Adopt Final Draft CWTP and Final TEP: May 2012
Submit TEP Submitted for Ballot: July 2012

Calendar Year 2010

Task	Meeting											
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee			Establish Steering Committee	Working meeting to establish roles/responsibilities, community working group	RFP feedback, tech working group	Update on Transportation/Finance issues	Approval of Community working group and steering committee next steps	No Meetings		Feedback from Tech, comm, working groups	No Meetings	Expand vision and goals for County ?
Technical Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Trans statistics, issues, financials overview
Community Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Transportation statistics, issues, financials overview
Public Participation								No Meetings			Stakeholder outreach	
Agency Public Education and Outreach												
Alameda CTC Technical Work												
Information about upcoming CWTP Update and reauthorization												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level						Board authorization for release of RFPs	Pre-Bid meetings	Proposals reviewed	ALF/ALC approves shortlist and interview; Board approves top ranked, auth. to negotiate or NTP		Technical Work	
Polling												
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Local Land Use Update P2009 begins & PDA Assessment begins						Green House Gas Target approved by CARB.	Start Vision Scenario Discussions		
											Adopt preliminary for jobposting forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

Task	2011					FY2011-2012		2011				
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee	Adopt vision and goals; begin discussion on performance measures; key needs	Performance measures, costs guidelines, call for projects and prioritization questions; initial vision scenario discussion	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, (draft list approval), project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, project and program packaging, county land use, financials, committed projects	No Meetings	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion	Meeting moved to December due to holiday conflict	Review 2nd draft CWTP; 1st draft TEP	
	Continue discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion	Review 2nd draft CWTP; 1st draft TEP; poll results update	No Meetings	
Technical Advisory Working Group												
Community Advisory Working Group	Comment on vision and goals; begin discussion on performance measures; key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion	Review 2nd draft CWTP; 1st draft TEP; poll results update	No Meetings	
	Public	Public Workshops in two areas of County: vision and needs; Central County Transportation Forum	Public Workshops in all areas of County: vision and needs	East County Transportation Forum			South County Transportation Forum	No Meetings		2nd round of public workshops in County; feedback on CWTP; TEP; North County Transportation Forum		No Meetings
Agency Public Education and Outreach	Ongoing Education and Outreach through November 2012											
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Feedback on Technical Work, Modified Vision, Preliminary projects lists		Ongoing Education and Outreach through November 2012									
			Work with feedback on CWTP and financial scenarios									
Polling	Conduct baseline poll										Polling on possible Expenditure Plan projects & programs	
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Release Initial Vision Scenario	Detailed SCS Scenario Development			Release Detailed SCS Scenarios	Technical Analysis of SCS Scenarios: Adoption of Regional Housing Needs Allocation Methodology			SCS Scenario Results and funding discussions	
	Discuss Call for Projects	Call for Transportation Projects and Project Performance Assessment	Project Evaluation			Draft Regional Housing Needs Allocation Methodology			Release Preferred SCS Scenario			
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy											

Calendar Year 2012

Task		2012						FY2011-2012						
		January	February	March	April	May	June	July	August	Sept	Oct	November		
Alameda CTC Committee/Public Process														
Steering Committee		Adopt TEP		Review polling questions, Update on TEP progress through councils, Review final draft CWTTP		Adopt Final Plans	TEP to BOS to approve for placement on ballot	Expenditure Plan on Ballot				VOTE: November 6, 2012		
Technical Advisory Working Group		Full Draft TEP, Outcomes of outreach meetings		Review polling questions, Update on TEP progress through councils, Review final draft CWTTP		Review Final Plans						VOTE: November 6, 2012		
Community Advisory Working Group		Full Draft TEP, Outcomes of outreach meetings		Review polling questions, Update on TEP progress through councils, Review final draft CWTTP		Review Final Plans						VOTE: November 6, 2012		
Public Participation			Expenditure Plan City Council/BOS Adoption									VOTE: November 6, 2012		
Agency Public Education and Outreach		Ongoing Education and Outreach Through November 2012 on this process and final plans												
Alameda CTC Technical Work														
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level		Finalize Plans												
	Polling					Potential Go/No Go Poll for Expenditure Plan								
Sustainable Communities Strategy/Regional Transportation Plan														
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013	Approval of Preferred SCS, Release of Regional Housing Needs Allocation Plan	Begin RTP Technical Analysis & Document Preparation		Prepare SCS/RTP Plan										Release Draft SCS/RTP for review

This page intentionally left blank

Plan Bay Area Planning Process: Phase 2 Detail*

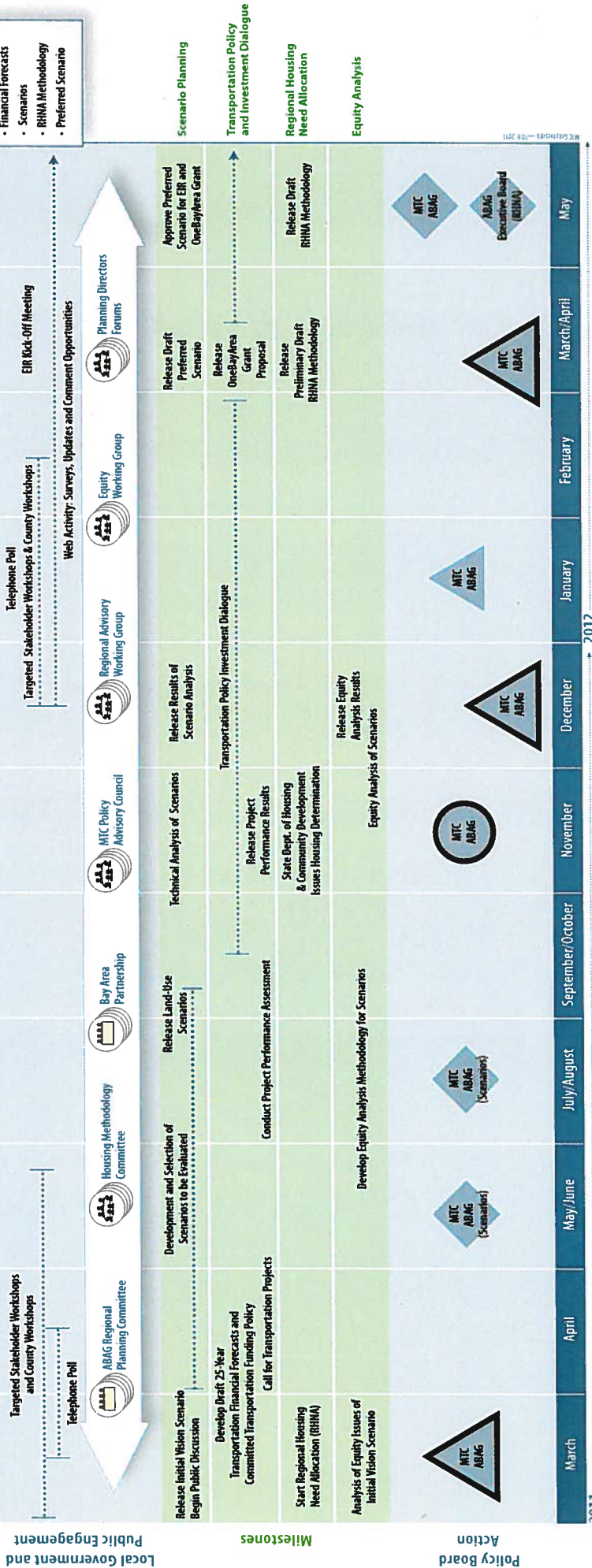
Revised October 2011

Phase 2: Scenario Planning, Transportation Policy and Investment Dialogue

BayArea Plan

Phase Two
Actions/Decisions:

- Initial Vision Scenario
- Financial Forecasts
- Scenarios
- RHNA Methodology
- Preferred Scenario



*Subject to change

Policy Board
Actions

Meeting for Discussion/
Public Comment

Decision

Document Release

JOINT document release by
MTC-ABAG and MTC

ABAG - ABAG Administrative Committee
MTC-MTC Planning Committee

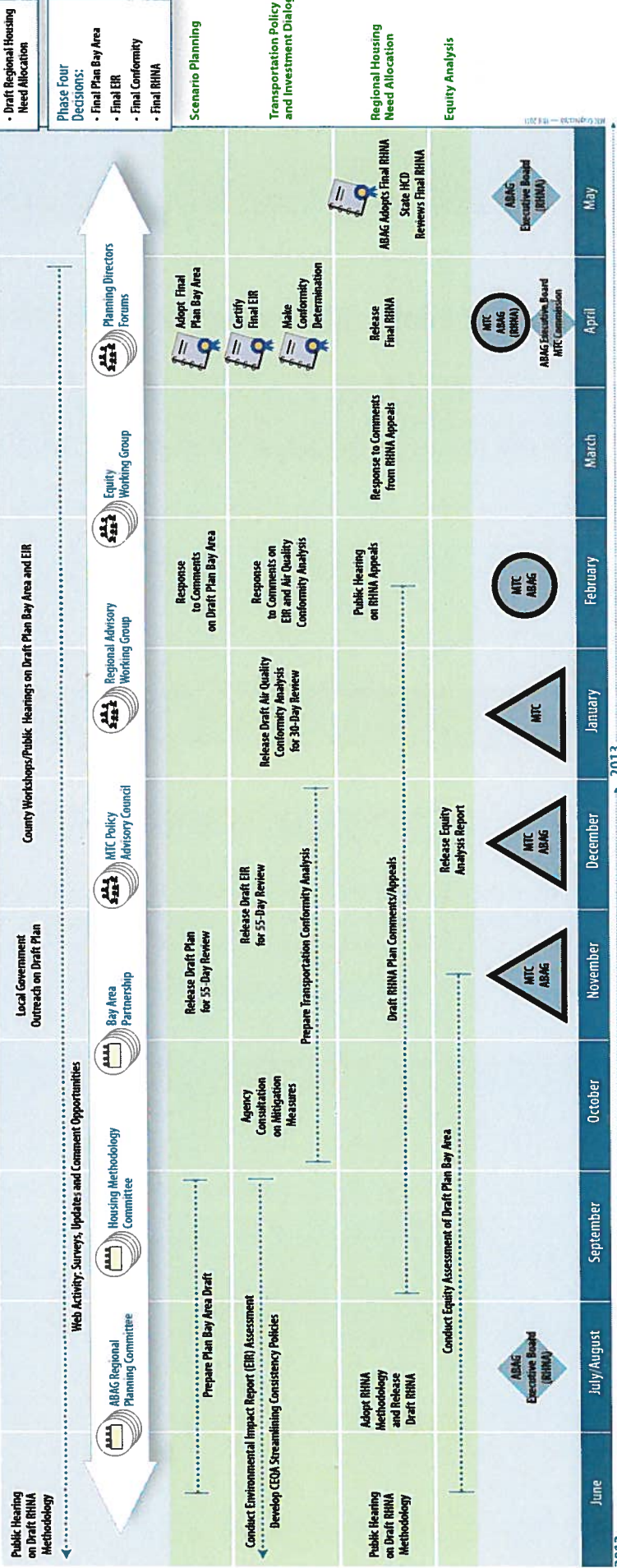
For more information on key actions and decisions and how to get involved, visit OneBayArea.org

Plan Bay Area Planning Process: Phases 3 & 4 Details for 2012-2013*

Revised October 2011

Phase 3: Regional Housing Need Allocation (RHNA), Environmental/Technical Analyses and Draft Plans

Phase 4: Plan Adoption



Local Government and Public Engagement

Milestones

Policy Board Action

*Subject to change

Policy Board Actions

Meeting for Discussion/ Public Comment

Document Release

JOINT document release by MTC-ABAG and MTC

ABAG - ABAG Administrative Committee MTC - MTC Planning Committee

For more information on key actions and decisions and how to get involved, visit OneBayArea.org

Upcoming Advisory and Steering Committee Meetings Schedule

ALL MEETINGS at Alameda CTC, 1333 Broadway, Suite 300, Oakland, CA

	Meeting Date/Function	Outcomes	Agenda Items
1	<p>CAWG February 3, 2011 2:30 – 5 p.m.</p> <p>TAWG February 10, 2011 1:30 – 4 p.m.</p> <p>Steering Committee February 24, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> Receive an update on Regional and Countywide Transportation Plan and Transportation Expenditure Plan (CWTP-TEP) activities and processes Receive overview and schedule of Initial Vision Scenario Review the Metropolitan Transportation Commission (MTC) draft policy on committed funding and projects and call for projects Receive an outreach status update and approve the polling questions Discuss performance measures 	<ul style="list-style-type: none"> Update on CWTP-TEP Activities Since Last Meeting Update on Countywide and Regional Processes Discuss the initial vision scenario and approach for incorporating SCS in the CWTP Review and comment on MTC's Draft Policy on Committed Funding and Projects, Approve Alameda CTC Call for Projects process and approve prioritization policy Outreach status update and <i>Steering Committee approval of polling questions</i> Continued discussion and refinement of Performance Measures Update: Steering Committee, CAWG, TAWG, and Other Items/Next Steps
2	<p>CAWG March 3, 2011 2:30 – 5 p.m.</p> <p>TAWG March 10, 2011 1:30 – 4 p.m.</p> <p>Special TAWG March 18, 2011 11:30 a.m. to 1:30 p.m.</p> <p>Steering Committee March 24, 2011 11 a.m. – 1 p.m.</p>	<ul style="list-style-type: none"> Receive an update on outreach Adopt Final Performance Measures Initiate discussion of programs Receive update on MTC Call for Projects and Alameda County approach Comment on transportation issue papers subjects Provide input to land use and modeling and Initial Vision Scenario (TAWG) Update on Initial Vision Scenario and Priority Conservation Areas (TAWG) Receive update and finalize Briefing Book Discuss committed funding policy 	<ul style="list-style-type: none"> Update on Outreach: Workshop, Polling Update, Web Survey <i>Approve Final Performance Measures & link to RTP</i> Discussion of Programs Overview of MTC Call for Projects and Alameda County Process Discussion of Transportation Issue Papers & Best Practices Presentation Discussion of Land use scenarios and modeling processes (TAWG) Update on regional processes: Initial Vision Scenario and Priority Conservation Areas (ABAG to present at TAWG) Finalize Briefing Book TAWG/CAWG/SC update
3	<p>CAWG April 7, 2011 2:30 – 5 p.m.</p>	<ul style="list-style-type: none"> Receive update on outreach activities Provide feedback on policy for projects and programs packaging Provide comments on Alameda County land use scenarios 	<ul style="list-style-type: none"> Update on Workshop, Poll Results Presentation, Web Survey Discuss Packaging of Projects and Program for CWTP Discussion of Alameda County land use scenarios

	Meeting Date/Function	Outcomes	Agenda Items
	<p>TAWG April 14, 2011 1:30 – 4 p.m.</p> <p>Steering Committee April 28, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> • Receive update on Call for Projects outcomes • Comment on refined Transportation Issue Papers • Comment on committed projects and funding policy and Initial Vision Scenario 	<ul style="list-style-type: none"> • Discuss Call for Projects results: <i>Draft project list to be approved by SC to send to MTC</i> • Transportation Issue Papers & Best Practices Presentation • Update on regional process: discussion of policy on committed projects, refinement of Initial Vision Scenario • TAWG/CAWG/SC update
4	<p>CAWG May 5, 2011 2:30 – 5 p.m.</p> <p>TAWG May 12, 2011 1:30 – 4 p.m.</p> <p>Steering Committee May 26, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> • Review outcomes of initial workshops and other outreach • Review outcomes of call for projects, initial screening and next steps • Discuss TEP Strategic Parameters & alternative funding scenarios • Recommend land use scenario for CWTP and provide additional comments on Initial Vision Scenario • Receive information on Financial projections and opportunities • Title VI update and it's relation to final plans to CAWG & TAWG meetings 	<ul style="list-style-type: none"> • Summary of workshop results in relation to poll results • Outcomes of project call and project screening- Present screened list of projects and programs. <i>Steering Committee recommends final project and program list to full Alameda CTC commission to approve and submit to MTC after public hearing on same day.</i> • Discussion of Financials for CWTP and TEP and TEP Strategic Parameters - duration, potential funding amounts, selection process • Update on regional processes: Focus on Financial Projections, Initial Vision Scenario: <i>Steering Committee recommendation to ABAG on land use (for both a refined IVS and other potential aggressive options)</i> • Title VI update • TAWG/CAWG/SC update
	No June Meeting		
5	<p>CAWG July 7, 2011 12:00 – 5 p.m.</p> <p>TAWG July 14, 2011 1:30 – 4 p.m.</p> <p>CAWG/TAWG Joint July 21, 2011 1 – 3:30 p.m.</p> <p>Steering Committee July 28, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> • Project Evaluation 101 (CAWG only; 12 -1 p.m.) • Provide comments on outcomes of project evaluation • Comment on outline of Countywide Transportation Plan. • Continue discussion of TEP parameters and financials • Provide feedback on proposed outreach approach for fall 2011 	<ul style="list-style-type: none"> • Results of Project and Program Packaging and Evaluation • Review CWTP Outline • Discussion of TEP strategic parameters and financials • Discussion of fall 2011 outreach approach • Update on regional processes • TAWG/CAWG/SC update

	Meeting Date/Function	Outcomes	Agenda Items
6	<p>CAWG September 15, 2011 1 – 5 p.m.</p> <p>TAWG September 8, 2011 1:30 – 4:30 p.m.</p> <p>Steering Committee September 22, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> • Comment on first draft of Countywide Transportation Plan • Comment on potential packages of projects and programs for TEP • Prepare for second round of public meetings and second poll 	<ul style="list-style-type: none"> • Presentation/Discussion of Countywide Plan Draft • Presentation/Discussion of TEP candidate projects • Refine the process for further evaluation of TEP projects • Discussion of upcoming outreach and polling questions • Update on regional processes • TAWG/CAWG/SC update
7	<p>CAWG October 6, 2011 2:30 – 5 p.m.</p> <p>Joint Steering Committee/CAWG October 7, 2011 Noon to 1:30 p.m.</p> <p>TAWG October 13, 2011 1:30 to 4 p.m.</p> <p>Steering Committee October 27, 2011 Noon to 3 p.m.</p>	<ul style="list-style-type: none"> • Update on first draft of Countywide Transportation Plan, including project and program financially constrained list • Comment on preliminary Transportation Expenditure Plan candidate programs and TEP outline • Receive update on second round of public meetings and second poll 	<ul style="list-style-type: none"> • Discussion of Transportation Expenditure Plan outline and preliminary programs and allocations • Update on public outreach and poll • Update on regional processes • TAWG/CAWG/SC Update • SC only – presentation on poll results
8	<p>CAWG/TAWG Joint November 10, 2011 1:30 – 4 p.m.</p> <p>Steering Committee November 17, 2011 12 – 3 p.m.</p>	<ul style="list-style-type: none"> • Comment on second draft of Countywide Transportation Plan • Review and provide input on first draft elements of Transportation Expenditure Plan Projects and Programs, Guidelines • Review results of second poll and outreach update 	<ul style="list-style-type: none"> • Presentation/Discussion of Countywide Plan second draft • Presentation/Discussion of TEP Projects and Programs (first draft of the TEP) • Presentation on second poll results and outreach update • Update on regional processes • TAWG/CAWG/SC update
9	<p>Steering Committee December 1, 2011 12 – 2 p.m.</p>	<ul style="list-style-type: none"> • Review and comment on TEP • Recommend CWTP and TEP to full Commission 	<ul style="list-style-type: none"> • Review and comment on TEP • Recommend CWTP and TEP to full Commission
10	<p>CAWG/TAWG Joint December 8, 2011 1:30 – 5 p.m.</p>	<ul style="list-style-type: none"> • Review 2nd draft CWTP and Evaluation Results • Review Final draft TEP • Outreach final report 	<ul style="list-style-type: none"> • Review 2nd draft CWTP and Evaluation Results • Review Final draft TEP • Outreach final report

	Meeting Date/Function	Outcomes	Agenda Items
11	CAWG/TAWG Joint January 12, 2012 1:30 – 5 p.m. Steering Committee January 26, 2012 12 – 2 p.m.	<ul style="list-style-type: none"> Review Final Draft TEP Discussion (as needed) on CWTP and TEP Receive update on revised second-round evaluation results for CWTP 	<ul style="list-style-type: none"> Presentation/Discussion of updates on CWTP and TEP Adopt TEP (Steering Committee) Presentation on second-round CWTP evaluation results Update on regional processes TAWG/CAWG/SC update
12	CAWG/TAWG Joint March 8, 2012 1:30 – 5 p.m. Steering Committee March 22, 2012 12 – 2 p.m.	<ul style="list-style-type: none"> Review polling questions (3rd poll) Receive update on TEP progress through the City Councils Review Final Draft CWTP 	<ul style="list-style-type: none"> Discussion on polling questions Discussion on TEP progress through the cities Review Final Draft CWTP Update on regional processes TAWG/CAWG/SC update
13	CAWG/TAWG Joint May 10, 2012 1:30 – 5 p.m. Steering Committee May 24, 2012 12 – 2 p.m.	<ul style="list-style-type: none"> Review Final TEP Review Final Draft CWTP Receive outreach toolkit, an update on TEP endorsements and next steps Update on Alameda CTC policy, planning and programming next steps Update on student transit pass program 	<ul style="list-style-type: none"> Adopt Final TEP and recommend Alameda CTC approval and request Board of Supervisors to place on ballot (Steering Committee) Adopt Final Draft CWTP (Steering Committee) Update on regional processes TAWG/CAWG/SC update

Definitions

CWTP: Countywide Transportation Plan, TEP: Transportation Expenditure Plan



**Alameda CTC Community Advisory Working Group (CAWG)
and Technical Advisory Working Group (TAWG) Meeting Minutes
Thursday, March 8, 2012, 1:30 p.m., 1333 Broadway, Suite 300, Oakland**

Attendance Key (A = Absent, P = Present)

Members:

Please see the attached attendee list.

Staff:

P Arthur L. Dao, Alameda CTC Executive Director
P Tess Lengyel, Deputy Director of Policy, Public
Affairs and Legislation
P Beth Walukas, Deputy Director of Planning
P Bonnie Nelson, Nelson\Nygaard

P Laurel Poeton, Assistant Transportation Planner
P Diane Stark, Senior Transportation Planner
P Saravana Suthanthira, Senior Transportation Planner
P Angie Ayers, Acumen Building Enterprise, Inc.

Guest(s): Please see the attached attendee list (Attachment A).

1. Welcome and Introductions

Tess Lengyel and Beth Walukas called the meeting to order at 1:35 p.m. The meeting began with introductions.

2. Public Comments

There were no public comments.

3. Review of January 12, 2012 Minutes

CAWG members requested changing Title IV to Title VI for Guideline 14 on page 4 of the minutes.

CAWG and TAWG members reviewed the January 12, 2012 meeting minutes and by consensus approved them with the above correction.

4. Update on CWTP-TEP Activities Since Last Meeting

Tess Lengyel gave an update on the Countywide (CWTP) and Transportation Expenditure Plan (TEP) activities since the last meeting. On January 26, 2012, the Commission approved the Final TEP. Staff is in the process of receiving endorsements from the city councils and Board of Supervisors (BOS) on the TEP. Tess mentioned that Alameda CTC has done a lot of work on the CWTP and discussion on both the CWTP and the TEP endorsements will occur later in the meeting.

5. Discussion on Polling Questions

Tess Lengyel informed the committee that after the discussion on the draft polling questions, the committee's comments will go to the Steering Committee on March 22, 2012. Staff has not set a date for the third and final poll.

Sara LaBatt with *EMC Research, Inc.* led the discussion on the polling questions. She mentioned the plan is to conduct 600 interviews that are 10-minutes long. The goal of the third poll is to test the ballot statement (the actual language that will be on the ballot for the measure) and to test elements of the expenditure plan. Refer to Attachment B for a summary of questions/feedback from the members.

Public comment:

- *Harriette Saunders affiliated with Alameda CTC Paratransit Advisory and Planning Committee, Citizens Watchdog Committee and East Bay Paratransit Service Review Advisory Committee* inquired about the poll participants. She said that she rides public transit and/or paratransit regularly. She speaks with many people about the current sales tax measure, Measure B. What people are really interested in is how it will work for them. Many new people are riding public transit due to gas prices, and Harriette wonders if the polling questions have considered the new ridership. She asked why the poll includes questions that inquire about race and party affiliation. Staff stated that each poll has questions related to demographics within the county. The party affiliation question also helps to ensure we have voter representation that is consistent with prior polls.

6. Discussion on City Council Approvals of the TEP and Alameda CTC Outreach Efforts

Tess Lengyel gave a status update on city council approvals of the TEP and Alameda CTC outreach efforts. Alameda CTC has received endorsements from seven cities on the Transportation Expenditure Plan to date: Emeryville, Fremont, Hayward, Livermore, Oakland, San Leandro, and Union City. Alameda CTC is scheduled to go to the AC Transit Board (moved up from April), the Board of Supervisors (BOS), City of Alameda and the City of Piedmont in March. In April, the Alameda CTC will go to the following cities and agencies for endorsement of the plan: Albany, BART, Dublin, Newark, and Pleasanton. The plan will go to Berkeley's city council in May. In May, staff will request the approval of the Commission to request that the BOS place the TEP on the ballot.

Alameda CTC is developing information materials for speaking to people around the county as follows:

- Fact sheets for every city that show the amount of Measure B funds the city currently receives, the amount the city will receive in one year, and the amount the city will receive for the life of the plan
- Fact sheets related to each planning area in the county
- Fact sheet by transportation mode
- Frequently Asked Questions, which Alameda CTC developed after visiting different organizations outside of the city councils

- Outreach Toolkit, which staff will provide to the Alameda County Technical Advisory Committee at the April 3, 2012 meeting and distribute to CAWG and TAWG members.

Staff is visiting many organizations and fairs around the county to spread the news about Alameda CTC and the TEP. If members are aware of groups or organizations that want information, Alameda CTC staff is willing to attend meetings and speak about the TEP.

Questions/feedback from the members:

- Have we achieved the majority of consent from the city councils? Staff stated that we need to receive the majority of the cities representing the majority of the population to get the approval of the BOS. As of Tuesday, March 6, Alameda CTC has achieved the majority of the population with the City of Oakland. One more city is needed to achieve the majority of the cities.
- The AC Transit Board has confirmed that it will consider the TEP on Wednesday, March 14.
- Will city staff have an opportunity to review the fact sheets for the cities? Staff stated that Alameda CTC can send the fact sheet if requested.
- At the city council meetings, is the TEP placed under consent or oral communications? Staff stated it varies from city to city and. even if the TEP is listed under consent, Alameda CTC will attend the council meetings. For example, the City of Union City had a presentation first and then moved the TEP to consent.

7. Discussion on the Final Draft CWTP

Beth Walukas gave a presentation on the final draft CWTP that provided an overview of the CWTP development. Beth reiterated that the CWTP is a long-range policy document that allocates all available funding for transportation investments in Alameda County through 2040 and it is updated every four years. The CWTP is coordinated with the Metropolitan Transportation Commission (MTC) Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS).

The Alameda CTC developed the CWTP using a new approach and met the challenge of a changing policy and regulatory environment by implementing performance-based measures that will measure progress against Alameda CTC goals. The final CWTP will conform to the land-use alternative to be adopted by the Association of Bay Area Governments (ABAG) and MTC in the final RTP/SCS that will be approved May 2012.

Beth stated that the CWTP was developed along with the TEP, which will provide a new funding source for the life of the plan. The Alameda CTC coordinated the development process of the CWTP and TEP including public outreach. Funding levels in the CWTP are dependent on the TEP passing in November 2012.

Beth mentioned that the CWTP addresses all modes, capital, operations, and maintenance needs. It also addresses new programs that will fund land-use linkages including freight and demand management. The plan outline has not changed since the September 2011

administrative draft; however, many changes have occurred within the document. All publications completed in the process, which the CWTP references, are listed in the appendices and can be found on the website and have been reviewed by the CAWG, TAWG and Steering Committee.

Beth stated that the total estimated funding available to Alameda County is \$9.5 billion, which does not meet the needs of the county. The call for projects resulted in \$13 billion in “need” for projects and programs, which requires the CWTP to be financially constrained to be consistent with the RTP. The financially constrained list includes the following:

- Committed projects
- Tier 1 projects
- Tier 2 projects
- Vision projects
- Programs

The idea of tiers is to move toward project delivery for projects and programs that are ready while developing projects and programs through Tier2 and in the vision so that we can be ready to apply for new funding sources as they become available.

Beth reviewed the key changes since the September 2011 administrative draft as follows:

- The total funding available for projects and programs increased.
- The plan incorporates clarifications from project sponsors in terms of title changes or project definitions.
- The plan aligns with the TEP for consistency in projects, programs, and funding levels.
- The plan aligns with the RTP/SCS for project costs and land-use assumptions to be consistent with the SCS and regional transportation investment strategy.
- Three projects moved to the committed list: Crow Canyon Safety Improvements, Route 24/Caldecott Tunnel Enhancements, and Downtown Berkeley BART Plaza and Transit Area Enhancements.

Beth informed the group that 60 percent of the county’s \$9.5 billion in discretionary funding allocations will go toward programs. Many projects will be funded through programmatic streams of funding instead of by adding capital projects. For example, bicycle projects that close major gaps could be included in programs as well as in projects. Many program categories such as transit operations will benefit from projects such as “transit improvements” that improve transit efficiency.

Beth stated that as with the TEP, cities, transit agencies, and Alameda County are the largest “winners” in this plan because funding to the cities and the county will more than double for transit operations, local streets and roads projects, and paratransit. For the first time, bicycle and pedestrian funding is almost equal to highway funding. Other funding will extend further because of the total available for transit demand management, parking, outreach, and technology. The TEP also makes substantial commitments to transit and

bicycle and pedestrian projects. The TEP will fund a student transit pass program and 15 percent of local streets and roads funds will fund bicycle and pedestrian project elements.

Beth stated that this is the first time the county has used a performance-based methodology to evaluate projects and programs to account for greenhouse gas (GHG) emissions, public health and safety, transit performance and usage, environmental justice, and modal shifts. Alameda CTC will conduct a final performance evaluation when the SCS and RTP are completed.

The accessibility performance measures show consistent improvements throughout the county, especially for access to transit. The strongest access improvements occur for the lowest income quartile. The CWTP GHG emissions in prior testing were reduced: 0.3 percent for baseline scenarios and 1.7 percent for Tier2/Vision scenarios. These estimates show reductions from transportation projects and programs and do not include the land use in adjacent counties or at the regional level. Another way to look at GHG emissions is on a per capita basis, similar to MTC's classification for the RTP and SCS. Calculating GHG emission reductions using per capita for the CWTP shows 24 percent for Tier 1 scenario and 25 percent for Tier 2/Vision scenario.

The next steps for the CWTP are:

- Staff receives comments on the final draft plan by March 14 and includes the comments in the Steering Committee March 24 packet.
- The Steering Committee and the Commission approve the Final Draft CWTP in May 2012.
- ABAG/MTC adopts the final land use scenario and transportation investment strategy in May 2012.
- Alameda CTC will conduct a final round of evaluation, if needed in June 2012.
- Alameda CTC will revise the CWTP, if needed, and release it in July 2012.
- The BOS will place the TEP on the November 2012 ballot.

Questions/feedback from the members:

- How does the description of each transportation mode in the plan relate to performance measures? Staff stated that the information is in the evaluation memo, which is in the appendix.
- Figures 3-5 *Growth in Population and Employment* shows a population growth of 780,000 people from 2005 to 2035, and Figure 4-6 *Future Household and Jobs Distribution to Jurisdictions (2010-2035)* shows 152,000. Is there a discrepancy? Staff stated that these figures will match when the report goes to the Steering Committee later in the month.
- Figure 6-5 *Summary of Program Funding by Category* on pages 6 to 20 appears to be lacking in detail for the categories in terms of total program costs. For the Transit & Paratransit – Operations & Maintenance category consider breaking out transit from paratransit and listing each transit operator under transit. This will help provide information on how close we are to meeting the program needs. Staff stated that the total cost can be provided. Alameda CTC didn't expand out the transit on the

TEP, and the goal was to make the TEP and the CWTP consistent. Staff will look into separating transit and paratransit. In regard to the programs, Alameda CTC does not have the full identification of need, only what was submitted in the call for projects. As we go forward, Alameda CTC will research the need by transit operator.

- For Tier 1 regional projects, how will we know if these projects will receive regional funding? Staff stated that they are talking to MTC about this and have listed the projects that are anticipated to get regional funding.
- Will Figure 4-4 *Draft Map of Alameda County Priority Development Areas and Growth Opportunity Areas (PDA and GOAs)* be updated? Staff stated that the map is out of sync and will be updated.
- What is the Alameda CTC budget for regional funding? Staff stated that MTC will release the transportation investment strategy in April.

8. SCS/RTP: Update on Countywide and Regional Processes

ABAG will release the draft preferred SCS at the Joint MTC Planning and ABAG Administrative Committee meeting on March 9. Beth will attend the meeting and will bring the results back to CAWG/TAWG. MTC will release the draft transportation investment strategy in April at the joint committee meeting. Compelling cases are being developed for the following low-performing projects:

- Dumbarton Rail
- Union City Intermodal
- State Route 84 Widening
- State Route 84/I-680 Interchange
- Capital Corridor

9. Update: Steering Committee, CAWG, TAWG, and Other Items/Next Steps

None

10. Member Reports/Other Business

Joel Ramos stated that TransForm has not taken a position on TEP. He stated that an analysis appears on the TransForm blog, and he requested that the group read the analysis to help determine their position on the TEP.

11. Adjournment

The meeting adjourned at 3:25 p.m. The next joint CAWG/TAWG meeting is on Thursday, May 10, 2012.

Alameda County Transportation Commission
Community Advisory Working Group
Thursday, March 8, 2012

Category	Organization	Planning Area	Title	First Name	Last Name	Signature
1 Business	Economic Development Committee (Oakland)	North	Ms.	Charissa M.	Frank	
2 Business	California Alliance for Jobs	CW	Mr.	Andy	Fields	
3 CWC Organization	Alameda County Taxpayer's Association	CW	Mr.	Arthur B.	Geen	
Civil Rights/Env./Social Justice/Faith-based Adv.	Transportation Justice Working Group	CW	Ms.	Chaka-Khan	Gordon	
5 CWC Organization	League of Women Voters	CW	Mr.	Earl	Hamlin	
6 Education	Alameda County Office of Education	CW	Ms.	Unique S.	Holland	
Civil Rights/Env./Social Justice/Faith-based Adv.	Urban Habitat	CW	Ms.	Lindsay S.	Imai Hong	
Alameda CTC Community Advisory Committee	Alameda CTC CAC	CW	Dr.	Roop	Jindal	
Education	Oakland Unified School District, Board of Education	North	Mr.	David	Kakishiba	
Alameda CTC Community Advisory Committee	Alameda CTC CWC	CW	Ms.	JoAnn	Lew	
11 Health	Davis Street Family Resource Center	Central	Ms.	Teresa	McGill	


Alameda County Transportation Commission

Community Advisory Working Group

Thursday, March 8, 2012

Category	Organization	Planning Area	Title	First Name	Last Name	Signature
Civil Rights/Env./Social Justice/Faith-based Adv.	Genesis, and Corpus Christi Catholic Church (Piedmont)	North	Ms.	Gabrielle M.	Miller	
CWC Organization	East Bay Bicycle Coalition	CW	Ms.	Betsy	Morris	
Civil Rights/Env./Social Justice/Faith-based Adv.	United Seniors of Oakland and Alameda County (USOAC)	CW	Ms.	Eileen Y.	Ng	
CWC Organization	East Bay Economic Development Alliance	CW	Mr.	James W.	Paxson	
CWC Organization	Sierra Club	CW	Ms.	Patrisha	Piras	
Civil Rights/Env./Social Justice/Faith-based Adv.	TransForm (Community Planner)	CW	Mr.	Joel	Ramos	
CWC Organization	Alameda County Labor Council	CW	Mr.	Anthony R.	Rodgers	
Business	Board of Director for the City of Fremont Chamber of Commerce	South	Dr.	Raj	Salwan	
Civil Rights/Env./Social Justice/Faith-based Adv.	ElderCare (Fremont, CA) Ponderosa Square Homeowners Association	South	Ms.	Diane	Shaw	
Alameda CTC Community Advisory Committee	Alameda CTC PAPCO	CW	Ms.	Sylvia	Stadmire	
Alameda CTC Community Advisory Committee	Alameda CTC BPAC	CW	Ms.	Midori	Tabata	


**Alameda County Transportation Commission
Community Advisory Working Group
Thursday, March 8, 2012**

Category	Organization	Planning Area	Title	First Name	Last Name	Signature
23 Health	Alameda County Public Health Department	CW	Ms.	Pam L.	Willow	
24 Seniors/People with Disabilities	Alameda CTC PAPCO	North	Mr.	Hale	Zukas	
25 Education	Vacancy	CW				
26 Health	Vacancy	CW				

Alameda County Transportation Commission

Technical Advisory Working Group (TAWG)



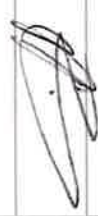
Thursday, March 7, 2012

	Planning Area	First Name	Last Name	Title	Business Name	Signature
1	North	Alex	Amoroso	Principal Planner, Planning Department	City of Berkeley	
2	North	Aleida	Andrino-Chavez	Transportation Planner	City of Albany	
3	North	Eric	Angstadt	Planning Director	City of Oakland	
4	South	Marisol	Benard	Even Start Program Manager	New Haven Unified School District	
5	North	Kate	Black	Planning Director	City of Piedmont	
6	North	Jeff	Bond	Planning and Building Manager	City of Albany	
7	East	Jaimee	Bourgeois	Senior Civil Engineer (Traffic)	City of Dublin	
8	North	Charlie	Bryant	Director of Planning and Building	City of Emeryville	
9	South	Mintze	Cheng	Public Works Director	City of Union City	
10	Central	Keith R.	Cooke	Principal Engineer	City of San Leandro	
11	North	Wendy	Cosin	Acting Director of Planning and Development	City of Berkeley	
12	East	Brian	Dolan	Director of Community Development	City of Pleasanton	
13	South	Soren	Fajeau	Senior Civil Engineer	City of Newark - Engineering Division	
14	Central	Don	Frascinella	Transportation Manager, PWD	City of Hayward	

Alameda County Transportation Commission

Technical Advisory Working Group (TAWG)

Thursday, March 7, 2012

	Planning Area	First Name	Last Name	Title	Business Name	Signature
15	East	Susan	Frost	Principal Planner	City of Livermore	
16	South	Jim	Gannon	Manager of Transportation Services	Fremont Unified School District	
17	East	Robin	Giffin	Senior Planner	City of Pleasanton	
18	CW	Mike	Gougherty	Transportation/Environmental Planner/Analyst	Water Emergency Transportation Authority	
19	South	Terrence	Grindall	Community Development Director	City of Newark	
20	North	Cindy	Horvath	Senior Transportation Planner	Alameda County Planning	
21	North	Diana	Keena	Associate Planner	City of Emeryville	
22	Central	Paul	Keener	Senior Transportation Planner	Alameda County Public Works Agency	
23	North	Obaid	Khan	Supervising Civil Engineer	City of Alameda - Public Works Department	
24	South	Wilson	Lee	Transit Manager	City of Union City	
25	Central	Tom	Liao	Planning and Housing Manager	City of San Leandro	
26	East	Albert	Lopez	Planning Director	Alameda County	
27	South	Joan	Malloy	Economic and Community Development Director	City of Union City	
28	CW	Gregg	Marrama	Department Manager, Capital	BART	
29	East	Paul	Matsuoka	Executive Director	Livermore Amador Valley Transit Authority	

Alameda County Transportation Commission

Technical Advisory Working Group (TAWG)

Thursday, March 7, 2012

	Planning Area	First Name	Last Name	Title	Business Name	Signature
30	CW	Mona	Mena	Program Specialist, Emergency Medical Services	Alameda County Public Health Department	
31	CW	Val	Menotti	Department Manager, Planning	BART	
32	North	Matt	Nichols	Principal Planner, PWD	City of Berkeley	
33	Central	Erik	Pearson	Senior Planner, Planning	City of Hayward	
34	South	James	Pierson	Public Works Director	City of Fremont	
35	East	Jeri	Ram	Community Development Director	City of Dublin	
36	Central	David	Rizk	Development Services Director	City of Hayward	
37	East	Marc	Roberts	Planning Director	City of Livermore	
38	CW	Brian	Schmidt	Director of Planning, Programming and Operations	ACE Rail	
39	North	Peter	Schultze-Allen	Environmental Analyst, PWD	City of Emeryville	
40	South	Jeff	Schwob	Interim Community Development Director	City of Fremont	
41	North <i>South</i>	Tina	Spencer	Director of Service Development and Planning	AC Transit	
42	North	Iris	Starr	Division Manager of Infrastructure Plans and Programming	Public Works Agency	
43	East	Mike	Tassano	City Traffic Engineer	City of Pleasanton	

Alameda County Transportation Commission

Technical Advisory Working Group (TAWG)

Thursday, March 7, 2012

	Planning Area	First Name	Last Name	Title	Business Name	Signature
44	CW	Lee	Taubeneck	Deputy District Director - District 4	Caltrans	
45	North	Andrew	Thomas	Planning Services Manager	City of Alameda	
46	North	Jim	Townsend	Trails Development Program Manager	East Bay Regional Park District (EBRPD)	
47	East	Bob	Vinn	Assistant City Engineer	City of Livermore	
48	East	Marnie	Waffle	Senior Planner	City of Dublin	
49	North	Bruce	Williams	Senior Transportation Planner	City of Oakland	
50	CW	Stephen	Yokoi	Office Chief, Office of Regional Planning - District 4	Caltrans	
51	Central	Karl	Zabel	Operations and Development Supervisor	Hayward Area Recreation and Park District (HARD)	
Alt	South	Farooq	Azim	Principal Civil Engineer	City of Union City	
Alt	South	Carmela	Campbell	Planning Manager	City of Union City	
Alt	East	Gary	Huisingh	Director of Public Works	City of Dublin	
Alt	CW	Nathan	Landau		AC Transit	
Alt	Central	Larry	Lepore	Park Superintendent	Hayward Area Recreation and Park District (HARD)	
Alt	North	Kate	Miller	Capital Planning/Grants Manager	AC Transit	
Alt	CW	Bob	Rosevear	Associate Transportation Planner	Caltrans	

***Alameda County Transportation Commission
Community Advisory Working Group and Technical Advisory Working Group
GUEST Sign-in
Thursday, March 8, 2012***

[illegible]

MEMORANDUM

TO: Tess Lengyel, ACTC
FROM: Sara LaBatt, EMC Research
RE: Draft Survey Comments from CAWG/TAWG meeting 3/8/12
DATE: March 15, 2012

A third and final voter survey is planned for Alameda CTC on the ballot measure to augment by ½ cent and extend the current transportation sales tax in Alameda County in perpetuity. This is a shorter survey than the last two, and is intended to provide the Authority with a final opportunity to assess likely support for a measure, understand the measure's strengths and potential vulnerabilities, as well as understand how the major elements of the expenditure plan are viewed. This survey will be administered to a representative sample of 600 likely November 2012 voters in Alameda County, and will take a respondent approximately 10 minutes to complete.

A draft questionnaire was presented to the joint CAWG & TAWG meeting on Thursday, March 8, 2012. This memorandum summarizes the comments made at that meeting (*italics in sub-bullets represents staff responses*).

General comments

- Why are we polling? Do we want to know what resonates, what we should be communicating about?
- The questionnaire seems too long, will voters be willing to take the survey?
- Will there be any geographic over- or undersampling for this survey, as we have done in the prior surveys?
 - *There is no adjustment planned by geography for this survey, it is planned as a countywide random sample.*
- What is the timing for this survey?
 - *The draft questionnaire will be reviewed by the Steering Committee on 3/22/12. The specific timing of the interviewing is not yet finalized, but results will be brought back through committees sometime in May.*
- What if reauthorization passes first? Will that affect people's likelihood to support a local measure like this?
- There are lots of new transit riders due to recession and high gas prices, does this measure work for transit riders, especially new transit riders?
- Why are we asking about race & party affiliation? These should not relate to support for a measure.

Ballot question (questions 6, 28, 33)

- The ballot question is not clear on the issue of perpetuity, does not state that directly. It does not seem honest.
- The word “citizen” is supposed to be removed from ballot question.
- The ballot question says voter reapproval every 20 years, but isn’t the TEP a 30 year plan?
- Is this the actual language that will be used on the ballot? That is what we should be testing.
- Intro to question 6 – Should we say “will” be on the ballot, as opposed to “may” be on the ballot?
- Should we ask about a permanent measure versus a 20-30 year measure?

Elements of TEP (questions 7 - 27)

- There should be more specific language about potholes and repaving – smoother pavement, and in a better state of repair.
- What were the criteria for what to keep in this section from prior surveys?
- Why did we drop the Bay Fair BART connector question, but keep others?
- Question 11 – the grammatical structure does not parallel other questions in the section.
- Question 11 – Is this meant to be a reference to TOD?
- Do voters know what a “transit center” is?
- Question 13 – Express and rapid bus are different. If this question is about BRT, we should just talk about rapids. We should talk about reliability, safety, efficiency of buses.
- Why does question 14 ask about “critical” funding for BART to Livermore, but question 15 about (Dumbarton trains and buses) does not? Why does BART to Livermore get the word critical?
- Suggest redesigning question 24 to more explicitly test the concept of permanency

Messages (questions 29 - 32)

- Can we be more explicit about the tradeoffs in this section – would you rather fund x or y?
- Need to better understand effects of other tax measures and voter fatigue – how will that impact vote on this measure?
- Question 30 has grammatical errors.
- Question 30 – Can we omit “all” from the first sentence (change “all the wrong priorities” to “the wrong priorities”)?
- Question 30 is “the kitchen sink of negativity” – Can this be split into multiple questions so we know what they are reacting to in their response?
- Question 30 uses “normal English” – “doubling the sales tax and extending it forever.” Can we use more normal English in the rest of the questionnaire?

- Question 30 says this measure is not fixing what we have, reducing driving and greenhouse gas emissions, improving the mobility and health of our communities, spending equally across all parts of the county, or reflecting good long-term transportation planning. Aren't we doing those things with this measure?
- Can question 32 be rephrased to more directly ask if local or state funding measures are more important to them?
- Question 32 should ask more directly – "several proposals are on the ballot to raise state taxes, are you more/less likely to vote for this measure if there are state measures?"

This page intentionally left blank