BOARD MEETING NOTICE
Thursday, December 01, 2011, 3:00 P.M.
1333 Broadway, Suite 300
Oakland, California 94612
(see map on last page of agenda)

Mark Green	Chair
Scott Haggerty	Vice Chair
Arthur L. Dao	Executive Director
Vanessa Lee	Clerk of the Commission

AGENDA
Copies of Individual Agenda Items are Available on the Alameda CTC Website -- www.alamedactc.org

1 Pledge of Allegiance

2 Roll Call

3 Public Comment

Members of the public may address the Board during "Public Comment" on any item not on the agenda. Public comment on an agenda item will be heard as part of that specific agenda item. Only matters within the Commission's jurisdictions may be addressed. If you wish to comment make your desire known by filling out a speaker card and handing it to the Clerk of the Commission. Please wait until the Chair calls your name. Walk to the microphone when called; give your name, and your comments. Please be brief and limit comments to the specific subject under discussion. Please limit your comment to three minutes.

4 Chair/Vice-Chair's Report

5 Approval of Consent Calendar

5A. Minutes of October 27, 2011 – **page 1** **A**

5B. Approval of Amendment No. 1 to the Professional Services Agreement (ACTIA #A10- 0021) with Eisen|Letunic for the Countywide Pedestrian and Bicycle Plan Update Project – **page 11** **A**

5C. Approval of Amendment No. 2 to the 2012 Level of Service (LOS) Monitoring Study Contract (CMA #A09-024) **– page 13** **A**

5D. Alameda CTC Strategic Communications Plan and Document Design Guidelines **– page 27** **I**

5E. Coordination and Mobility Management Program (CMMP) – Approval of Contract Amendment with Nelson Nygaard to include scope to implement CMMP Pilot projects **– page 101** A

Commission Chair
Mark Green, Mayor – Union City

Commission Vice Chair
Scott Haggerty, Supervisor – District 1

AC Transit
Greg Harper, Director

Alameda County
Supervisors
Nadia Lockyer – District 2
Wilma Chan – District 3
Nate Miley – District 4
Keith Carson – District 5

BART
Thomas Blalock, Director

City of Alameda
Rob Bonta, Vice Mayor

City of Albany
Farid Javandel, Mayor

City of Berkeley
Laurie Capitelli, Councilmember

City of Dublin
Tim Sbranti, Mayor

City of Emeryville
Ruth Atkin, Councilmember

City of Fremont
Suzanne Chan, Vice Mayor

City of Hayward
Olden Henson, Councilmember

City of Livermore
Marshall Kamena, Mayor

City of Newark
Luis Freitas, Vice Mayor

City of Oakland
Councilmembers
Larry Reid
Rebecca Kaplan

City of Piedmont
John Chiang, Vice Mayor

City of Pleasanton
Jennifer Hosterman, Mayor

City of San Leandro
Joyce R. Starosciak, Councilmember

Executive Director
Arthur L. Dao

5F. Approval of State Transportation Improvement Program (STIP) At Risk Report **– page 115** **A**

5G. Approval of Transportation Fund for Clean Air (TFCA) Program At Risk Report **– page 121** **A**

5H. Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report **– page 127** **A**

5I. Approval of CMA Exchange Program Quarterly Status Monitoring Report **– page 139** **A**

5J. I-80 Gilman Interchange Improvements Project – Approval to Execute Agreement with the Department of Transportation to Provide Independent Quality Assurance Services for the Project Study Report **– page 143** **A**

5K. Dumbarton Rail Corridor Project (ACTIA No. 25) - Approval to Issue a Request for Proposals for Preliminary Right of Way Services and to Negotiate and Execute a Professional Services Agreement **– page 147** **A**

5L. Approval of Consolidated FY11-12 First Quarter Investment Report **– page 149** **A**

5M. Approval of Consolidated FY11-12 First Quarter Financial Report **– page 161** **A**

5N. Approval of the Issuance of a Request for Proposals (RFP) for Financial Audit Services and Authorization to Negotiate and Execute a Contract **- page 173** **A**

5O. Approval of Appointments for the Community Advisory Committees **– page 175** **A**

6 Community Advisory Committee Reports – (Time Limit: 3 minutes per speaker)

6A. Bicycle and Pedestrian Advisory Committee- Midori Tabata, Chair **- page 197** **I**

6B. Citizens Advisory Committee–Cynthia Dorsey, Chair **–page 199** **I**

6C. Citizens Watchdog Committee – James Paxson, Chair – **page 209** **I**

6D. Paratransit Advisory and Planning Committee – Sylvia Stadmire, Chair **– page 211** **I**

7 Planning, Policy and Legislation Committee Action Items

7A. Public Hearing Agenda **– page 221** **A**

1. Presentation of 2011 Final Congestion Management Program Report
2. Public Comment
3. Approval of Final 2011 Congestion Management Program Report
4. Close Public Hearing

7B. Approval of the Final Conformity Findings for the 2011 Congestion Management Program **– page 239** **A**
(Requires 14 affirmative votes)

7C. Review of Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan and Update on Development of Sustainable Community strategy (SCS)/Regional Transportation Plan (RTP) **– page 243** **I**

7D. Legislative Update- **page 255** **I**

8 Programs and Projects Committee Action Items

8A. Acceptance of Semi- Annual Alameda CTC Program Status Update on Pass- through Fund Program and Grant Programs **– page 267** **A**

9 Finance and Administration Committee Action Items

9A. Adoption of a Resolution Authorizing a Contract with CalPERS, a Resolution Authorizing Employer Paid Member Contributions, and a Resolution Electing to be Subject to Public Employee's Medical and Hospital Care Act and Fixing the Employers Contribution at an Amount Equal to or Greater than that Prescribed by Government Code Section 22892(b) **– page 285** **A**

9B. Adoption of a Resolution Authorizing the Employer "Pick-up" of Employee Contributions for Alameda County Transportation Improvement Authority **– page 299** **A**

10 Member Reports (Verbal)

11 Staff Reports (Verbal)

12 Adjournment: Next Meeting – December 16, 2011 at 8:30 AM - Newark Pavilion, 6430 Thornton Avenue, Newark, CA 94560-3736

(#) All items on the agenda are subject to action and/or change by the Alameda CTC Commission.

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

January 2012 Meeting Schedule: Some dates are tentative. Persons interested in attending should check dates with Alameda CTC staff.

Citizens Advisory Committee (CAC)	5:30 pm	January 19, 2012	Hayward City Hall
Citizens Watchdog Committee (CWC)	6:30 pm	January 9, 2012	1333 Broadway Suite 300
Alameda County Transportation Advisory Committee (ACTAC)	1:30 pm	January 3, 2012	1333 Broadway Suite 300
I-680 Sunol Express Lane Joint Powers Authority	9:30 am	January 9, 2012	1333 Broadway Suite 300
I-580 Policy Advisory Committee (PAC)	9:45 am	January 9, 2012	1333 Broadway Suite 300
Planning, Policy and Legislation Committee (PPLC)	11:00 am	January 9, 2012	1333 Broadway Suite 300
Programs and Projects Committee (PPC)	12:15 pm	January 9, 2012	1333 Broadway Suite 300
Finance and Administration Committee (FAC)	1:30 pm	January 9, 2012	1333 Broadway Suite 300
Bicycle and Pedestrian Advisory Committee	5:30 pm	TBD	1333 Broadway Suite220
Paratransit Technical Advisory Committee	9:30 am	January 10, 2012	1333 Broadway Suite 300
Paratransit Advisory and Planning Committee	1:00 pm	January 23, 2012	1333 Broadway Suite 300
Countywide Transportation Plan and Expenditure Plan Development Steering Committee (CWTP-TEP)	12:00 pm	January 26, 2012	1333 Broadway Suite 300
Technical Advisory Working Group (TAWG) and Community Advisory Working Group Joint Meeting (CAWG)	1:30 pm (CAWG)	January 12, 2012	1333 Broadway Suite 300
Alameda CTC Board Retreat	**8:30 am**	**December 16, 2011**	Newark Pavilion 6430 Thornton Avenue Newark, CA 94560-3736

Glossary of Acronyms

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

ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

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

Directions to the Offices of the Alameda County Transportation Commission:

1333 Broadway, Suite 220
Oakland, CA 94612

Public Transportation Access:

BART: City Center / 12th Street Station

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

Auto Access:

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

ALAMEDA COUNTY TRANSPORTATION COMMISSION
MINUTES OF OCTOBER 27, 2011
OAKLAND, CALIFORNIA

1. Call to Order/Pledge of Allegiance

Chair Green convened the meeting at 3:00 p.m.

2. Roll Call

Lee conducted the roll call to confirm quorum. The meeting roster is attached.

3. Public Comment

There was no public comment.

4.0 Chair/Vice-Chair's Report

Mayor Green informed the Commission and members of the public that a lengthy discussion was held at the September 22 Steering Committee Meeting in which the parameters for the transportation expenditure plan were discussed as well as the bus-pass program for school age children.

5. Approval of Consent Calendar

5A. Minutes of September 22, 2011

5B. Summary of the Alameda CTC's Review and Comments On Environmental Documents and General Plan Amendments Prepared by Local Jurisdictions

5C. 2011 Congestion Management Program (CMP) Review of Draft Conformity Findings

5D. Review of Countywide Annual Bicycle and Pedestrian Count Program And Draft 2010 Trends Report

5E. Approval of STIP Award Deadline Time Extension Request for the County of Alameda's Grove Way Improvements Project

5F. Approval of Transportation Fund for Clean Air (TFCA) Program Expenditure Deadline Extension Request for Alameda CTC's Webster Street Corridor Enhancements Project, TFCA Projects 08ALA01 and 09ALA01

5G. Approval of TFCA Program Expenditure Deadline Extension Request for AC Transit's Easy Pass Project, TFCA Project 09ALA07

5H. Approval of City of Oakland's Request to Extend Expiration Date for Measure B Bicycle and Pedestrian Countywide Discretionary Fund Grant Agreement No. A09-0017, Lakeshore/Lake Park Avenue Complete Streets Project

5I. Approval of Berkeley Redevelopment Agency's Request to Extend Expiration Date for Measure B Bicycle and Pedestrian Countywide Discretionary Fund Grant Agreement No. A09-0005, Aquatic Park Connection Streetscape Improvements Project

5J. Approval of Alameda-Contra Costa Transit District's (AC Transit) Request to Extend Expiration Date for Measure B Paratransit Gap Grant Agreement No. A08-0025, Interactive Voice Response (IVR) / Web-Based Scheduling Software Project

5K. Approval of PAPCO Recommendation of New Freedom Grant Application and Matching Gap Grant Funding

5L. Approval of PAPCO Recommendation for Funding of Coordination and Mobility Management Planning (CMMP) Pilot Projects

5M. Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grants– Approval to Submit Application for I-580 Eastbound Auxiliary Lanes Project Requesting TIGER III Funds

5N. I-80 Integrated Corridor Mobility (ICM) Project – Approval to Execute Cooperative Agreements with Caltrans for Construction Phase

5O. Webster Street SMART Corridor Project – Approval of Amendment No. 2 to Add $35,000 and Extend the Expiration Date of the Contract with TJKM Transportation Consultants to Provide Design Services During Construction Phase

5P. I-580 Tri-Valley Rapid Transit Corridor Improvements (RM 2 Subproject 32.1e): – Approval to Execute Cooperative Agreements with Caltrans for Construction Phase of the I-580 Westbound HOV Lane Projects

5Q. Review Information Regarding Port Drayage Truck Regulations

5R. Acceptance of Semi-Annual Alameda CTC Capital Project Status Update and Approval of Project Funding Plans for selected projects

5S. Approval of Appointments for the Community Advisory Committees

Director Blalock motioned to approve this Item. Mayor Kamena seconded the motion. This motion passed 19-0.

6. Community Advisory Committee Reports

6A. Bicycle and Pedestrian Advisory Committee (BPAC)

Midori Tabata reported that BPAC met on October 13. The Committee received information on the AC Transit Bike Racks Program and the Pedestrian and Bicycle Safety Act. She informed the Board that the next meeting would be held in December 1, 2011.

6B. Citizens Advisory Committee (CAC)

No one was present from the Citizens Advisory Committee.

6C. Citizens Watchdog Committee (CWC)
No one was present from the Citizens Watchdog Committee.

6D. Paratransit Advisory and Planning Committee (PAPCO)
Sylvia Stadmire reported that the Commission could find PAPCO's recommendations for Coordination and Mobility Management Planning Pilots as an attachment presented to the Board. She also reported that several PAPCO members attended the October 11 TAC Meeting and met jointly with TAC to finalize their recommendations on the Program Implementation Guidelines and to provide input for the Draft Transportation Expenditure Plan.

7. Planning, Policy and Legislation Committee Action Items
7A. Review of Administrative Draft Countywide Transportation Plan (CWTP) and Discussion of Transportation Expenditure Plan (TEP) and Update on Development of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP)

Beth Walukas and Tess Lengyel provided information on regional and countywide transportation planning efforts related to the Countywide Transportation Plan and development of a Sales Tax Transportation Expenditure Plan as well as the Transportation Plan and the development of the Sustainable Community Strategy. Ms. Walukas informed the Commission that the CWTP-TEP Steering Committee released the administrative draft CWTP for comment and evaluation and Tess Lengyel reported that the Steering Committee approved the TEP parameters. The presentation covered the following activities: MTC/ABAG development of alternative land use and transportation scenarios, RTP/SCS work element proposals as well as detailing a revised upcoming meetings schedule related to regional planning efforts and outreach specifically TEP polling. A presentation was given by Alex Evans on the second round of polling results.

Both the CWTP and TEP will be modified to reflect comments received and then presented to the Commission at its retreat in December.

Councilmember Starosciak requested information on percentages of projects versus programs. Art Dao informed the board that the current sale tax measure has 60 percent programs and 40 projects. He informed the board that staff is identifying the needs of the county in order to accurately approach how to fund them.

This Item was for information only.

7B. Legislative Update
Tess Lengyel gave the Commission a brief update on state and federal activities. She highlighted the state budget as it relates to transportation revenues. She informed the Board that AB 1086, (Wieckowski), was signed by the Governor on September 26th. This action allows the Alameda CTC to place a measure on the ballot that could exceed the current state cap by a half percent. On the federal side, Ms. Lengyel updated the Commission on the Presidents Jobs bill and deficit reduction committee responsibilities, as well as a brief update on surface transportation bill reauthorization potential actions.

This Item was for information only.

8. Programs and Projects Committee Action Items
8A. Approval of the List of Projects to be Programmed in the Regional Improvement Program (RIP) of the 2012 State Transportation Improvement Program (STIP)

Matt Todd recommended that the Commission approve Resolution 11-012 which includes the list of projects to be programmed in the Regional Improvement Program as well as approve any Project Specific Resolutions for projects that will require administration by the Alameda CTC. He informed the Board that the Alameda CTC received requests for 19 projects and that the California Transportation Commission approved the final fund estimate, which includes approximately $29.5 million of programming in the 2012 STIP for the Alameda CTC. Overall, the Alameda CTC received requests for about $275 million for 19 projects. MTC is scheduled to consider a final program for the region in November. The MTC STIP proposal is due to the CTC in December 2011 and it sc
heduled to approve the final 2012 STIP in April 2012.

Director Blalock motioned to approve this Item. Mayor Kamena seconded the motion. This motion passed 21-0.

9. Finance and Administraion Committee Action Items
9A. Adoption of a Resolution of Intention to Enter into a Contract with CalPERS and a Resolution Authorizing the Employer Pick-up of Employee Contributions

Patricia Reavey recommended that the Commission approve the adoption of two resolutions: one of intention to enter into a contract with CalPERS which would combine the pension plans for the ACCMA and ACTIA providing benefits at the 2.5 percent @ 55 formula and another resolution authorizing the employer "pick-up" of employee contributions. Ms. Reavey informed the Commission that the board approved a comprehensive benefits package for transitioning employees in October 2010, which allowed for staff to start the process with CalPERS to execute a contract. She explained that staff promptly ordered an actuarial study based on the benefits approved in October and one key change that came out of the actuarial study was changing the combined Alameda CTC employer contribution rate to 14.002%. She informed the Committee that the annual savings in the first year of the contract is over $58,000.

The second Resolution would authorize the Employer Pick-up of Employee Contributions. Ms. Reavey informed the Board that this resolution is an IRS approved format which allows the employee's contributions to be treated as pre-tax when they are deducted from the paycheck and contributed towards the pension plan. The final pension contract with CalPERS will be brought to the board in December.

Councilmember Worthington motioned to approve this Item. Director Harper seconded the motion. This motion was approved 21-0.

10. Member and Staff Reports
There were no Committee Member Reports. Art Dao informed the Board that after the meeting, the Commission will be hosting the fourth Community Workshop in Union City. He aslo highlighted the walk and roll to school day and thanked staff and Commissioners for participating.

11. Adjournment: Next Meeting – October 27, 2011 at 3:00 PM
The meeting ended at 3:54 pm. The next meeting will be held on December 01, 2011 at 3:00 pm.

Attest by:

Vanessa Lee
Clerk of the Commission

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ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

ALAMEDA COUNTY TRANSPORTATION COMMISSION BOARD MEETING
ROSTER OF MEETING ATTENDANCE
October 27, 2011
1333 Broadway, Suite 300, Oakland, CA 94612

JURISDICTION/AGENCY	COMMISSIONERS	Initials	ALTERNATES	Initials
AC Transit	Greg Harper		Elsa Ortiz	
Alameda County, District 1	Scott Haggerty, **Vice Chair**		William Harrison	
Alameda County, District 2	Nadia Lockyer		Marvin Peixoto	
Alameda County, District 3	Wilma Chan		Michael Gregory	
Alameda County, District 4	Nate Miley			
Alameda County, District 5	Keith Carson		Kriss Worthington	
BART	Thomas Blalock		Robert Franklin - BART	
City of Alameda	Rob Bonta		Beverly Johnson	
City of Albany	Farid Javandel		Peggy Thomsen	
City of Berkeley	Laurie Capitelli		Kriss Worthington	
City of Dublin	Tim Sbranti		Don Biddle	
City of Emeryville	Ruth Atkin		Kurt Brinkman	
City of Fremont	Suzanne Chan		William Harrison	
City of Hayward	Olden Henson		Marvin Peixoto	
City of Livermore	Marshall Kamena		Jeff Williams	
City of Newark	Luis Freitas		Alberto Huezo	
City of Oakland	Larry Reid		Patricia Kernighan	
	Rebecca Kaplan		Jane Brunner	
City of Piedmont	John Chiang		Garrett Keating	
City of Pleasanton	Jennifer Hosterman		Cheryl Cook-Kallio	
City of San Leandro	Joyce R. Starosciak		Pauline Russo Cutter	
City of Union	Mark Green, **Chair**		Emily Duncan	
LEGAL COUNSELS	Zack Wasserman – WRBD			
	Neal Parish – WRBD			
	Geoffrey Gibbs - GLG			

STAFF	Initials	STAFF/CONSULTANT	Initials
Arthur L. Dao – Executive Director	ad	Gladys Parmelee – Office Supervisor	gmp
Tess Lengyel – Deputy Director of Policy, Public Affairs and Legislation	TL	Vanessa Lee – Clerk of the Commission	VL
Beth Walukas –Deputy Director of Planning	BW	Liz Brazil – Contract Compliance and Outreach Analyst	
Patricia Reavey – Director of Finance	PMR	Yvonne Chan – Accounting Manager	
Stewart Ng, Director of Programming and Project Management		Lei Lam – Senior Accountant	
Matt Todd - Manager of Programming	MT	Sammy Ng – Senior Accountant	
Ray Akkawi – Manager of Project Delivery	RA	Seung Cho – Contract Procurement Analyst	
Saravana Suthanthira - Senior Transportation. Planner		Patty Seu - Accountant	
Diane Stark - Senior Transportation Planner		Linda Adams – Executive Assistant	
Steve Haas – Senior Transportation Engineer	SDH	Victoria Winn – Administrative Assistant III	VW
John Hemiup – Senior Transportation Engineer	JH	Claudia Leyva - Administrative Assistant III	
Vivek Bhat - Senior Transportation Engineer	VB	Frank R. Furger – Executive Director, I-680 JPA	
Arun Goel – Project Controls Engineer	AICG	James O'Brien	JO
Jacki Taylor – Programming Analyst	JT	Stefan Garcia	
Laurel Poeton – Assistant Transportation Planner	LP		

	NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
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5.	KATE MILLER	AC TRANSIT	510-891-4859	Kmiller@actransit.org
6.	James Chu	ACPWA	510-670-5566	james@acpwa.org
7.	Midori Tabata	ACTC BPAC	5105628988	Midorit@packet.net
8.	NAOMI ARMENTA	ACTC N/N		
9.	JONAH MARKOWITZ	PAPCO		
10.	OBAID KHAN	Alameda	510-747-7938	OKHAN@CI.Alameda.CA.US
11.	Mike Tassano	Pleasanton	(925) 931-5670	MTASSANO@Ci.Pleasanton.ca.us
12.	Bob Vinn	Livermore	925 960 4516	bgvinn@ci.livermore.ca.us

	NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
13.	Pat Piras	Sierra Club/CAWG		
14.	CHARLIE TAMBERON	HAYWARD	—	
15.	Jane Kramer	STAND	510-522-6323	jane@jrkramer.com
16.	SIMON WONG	TCV NEWSPAPER	510 463 7186	
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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Approval of Amendment No. 1 to the Professional Services Agreement (ACTIA #A10-0021) with Eisen|Letunic for the Countywide Pedestrian and Bicycle Plan Update Project**

Recommendation
It is recommended that the Commission approve Amendment No. 1 to the Professional Services Agreement (ACTIA Agreement No. A10-0021) with Eisen|Letunic for the Countywide Pedestrian and Bicycle Plan Update Project. The amendment would extend the termination date of the Agreement from December 31, 2011 to December 31, 2012. No additional funds would be encumbered.

Summary
The Updates to the Countywide Bicycle and Pedestrian Plans began in March 2010, and are substantially complete, with all but one chapter drafted. The original timeline for completing the plan updates has been extended to allow for the full discussion of the bicycle and pedestrian priorities that were established during the first half of 2011, and to allow the plan updates to be adopted on a similar schedule as the Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP). The Draft Bicycle and Pedestrian Plans are scheduled to be released in Spring 2012 and the plans will be brought to the Commission in mid-2012, most likely along with the CWTP and TEP, for adoption. These dates are beyond the current contract expiration date of December 31, 2011. Staff is recommending a full year extension, to December 31, 2012, to allow for any final requested edits to be completed, and possible optional tasks to be completed.

Background
In February 2010, the Alameda CTC Board approved the Professional Services Agreement with Eisen|Letunic for updating the plans in the amount of $265,000. Extensive work has been completed on the plans updates, including the drafting of five chapters for each plan. The Countywide Bicycle and Pedestrian Advisory Committee (BPAC) and a technical advisory group, called the Bicycle and Pedestrian Plans Working Group have provided feedback on the development of each of these chapters, while PAPCO, ACTAC and the Commission have given input at key stages. In addition, staff brought the draft capital project priorities to five local BPAC meetings for input in May and June 2011.

In January 2012, the draft Implementation Chapters, which include draft costs, revenue estimates and next steps for implementing the plans, will be brought to the Countywide BPAC and Plans Working Group for input. After this, the full plans will be compiled, and draft plans will be released in Spring 2012 for public review and input. The revised draft plans will be brought to the Commission in mid-2012 for adoption.

Fiscal Impacts
None

Memorandum

DATE: November 21, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Approval of Amendment No.2 to the 2012 Level of Service (LOS) Monitoring Study Contract (CMA #A09-024)**

Recommendations
It is recommended that the Commission approve Amendment No. 2 to the current professional services contract (CMA #A09-024) with Jacobs Engineering Group to increase the contract amount by an amount not to exceed $72,000. The amendment is required to add additional tasks to the 2012 LOS monitoring study scope of work.

Summary
As mandated by state law, the Alameda CTC biennially monitors the level of service of the Congestion Management Program (CMP) roadways in the County. Consultant services are used for data collection and entry while Alameda CTC staff conducts the data analysis and reporting. Beginning with the 2006 and 2008 LOS Monitoring cycles, contracts were awarded for two cycles at a time (every 4 years) instead of every cycle (every two years) as a cost savings measure. Jacobs Engineering Group was hired in February 2010 for the 2010 and 2012 LOS Monitoring cycles for a total contract amount of $149,960. The 2010 LOS Monitoring Study report was published in Fall 2010. The contract was subsequently amended in April 2010 to include additional data collection for the southbound I-680 and eastbound and westbound I-580 Express Lane projects for an additional amount of $33,453. The data collection for the Express Lane projects was completed by Summer 2010 and the data was used in the revenue analysis for the Express Lanes. The 2012 LOS Monitoring data collection is scheduled to begin in Spring 2012. Since the approval of the 2010 and 2012 LOS Monitoring Studies contract, the Commission has approved two additional tasks: monitoring the major corridors in the county during weekends and expansion of the CMP network. These actions require modification to the scope of work for the 2012 LOS Monitoring Study, and therefore an amendment to the existing contract for the 2012 LOS Monitoring data collection and entry with Jacobs Engineering Group is requested.

Discussion
The level of service on the CMP roadways in Alameda County is monitored biennially for both the morning and afternoon peak periods. The data for the morning peak period is for informational purposes only. For the 2010 and 2012 LOS Monitoring Studies data collection and entry, Jacobs Engineering Group was selected in February 2010 for an amount of $74,980 for the 2010 LOS Monitoring work and $73,980 for the 2012 LOS Monitoring work, totaling $149,960 for both monitoring cycles. Attachment A shows the CMP network (232 miles) that was monitored in 2010 and which will also be monitored in 2012. Subsequently, additional vehicle occupancy and weekend

traffic data were required on the southbound I-680 and eastbound and westbound I-580 Express Lane projects for revenue analysis purposes. The contract was amended in April 2010 to include additional data collection for the I-680 and I-580 Express Lane projects in 2010 for an additional amount of $33,453. The work for the 2010 LOS Monitoring cycle including the data collection for the Express Lanes was completed by Summer 2010. The 2010 LOS Monitoring Study report was published in Fall 2010 and the data for the Express Lane projects was used in the revenue analysis for the Express Lanes.

The data collection for the 2012 LOS Monitoring cycle is scheduled to begin in Spring 2012. Regarding the scope of work for the 2012 LOS Monitoring cycle, there were two actions by the Commission since the approval of the original contract that require changes to the 2012 LOS Monitoring scope of work:

- In January 2010, the Commission recommended monitoring weekend traffic congestion along major corridors in the county such as I-80, I-880, I-680, I-580 and I-238 beginning with the 2012 Monitoring cycle if funds could be found. For the 2012 cycle, all of the freeways in the county, an additional 137 miles of freeways, will be monitored during the weekends.
- In September 2011, as part of the 2011 CMP Update, the Commission approved an expansion of the CMP network adding 92 miles of major arterials and creating a Tier 2 network (Attachment B).

Similar to the way the morning peak period is monitored, data from the above new tasks will be used for informational purposes only. The total cost estimate for data collection and entry for the above additional tasks is $71,430. The scope of work for these new tasks and the tasks in the existing contract are shown in Attachments C1 and C2. Upon approval by the Commission, the existing contract with Jacobs Engineering Group will be amended to incorporate the above two additional tasks and increase the contract amount by $71,430 for the 2012 LOS Monitoring cycle.

Comments from Planning, Policy and Legislation Committee
PPLC approved this item at their meeting on November 7, 2011 and made the following comments:

Regarding weekend congestion monitoring, the committee directed staff to identify the peak period for data collection by using previous weekend data collection efforts and available data, such as PEMS. In this regard, staff will first work with the consultant to determine the weekend peak period from existing data prior to data collection. Also, the committee discussed the use of increasingly available existing traffic data sources such as the ones used by Google and other media for their traffic congestion mapping for future LOS monitoring purposes.

Fiscal Impact
The funds required for the new and remaining existing tasks is already included in the approved budget for the current fiscal year 2011-12 for $145,410.

Attachments
Attachment A – Alameda County CMP Network – Tier 1
Attachment B – Alameda County CMP Network – Tier 2

Attachment C1 – Scope of work and estimate for the additional tasks for the 2012 LOS Monitoring Study

Attachment C2 – Existing Contract scope of work for the 2010 & 2012 LOS Monitoring Studies

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Attachment 1: Alameda County CMP Network – Tier 1

Jurisdiction	Freeway	Miles	Other State Highways	Miles	Other Arterials	Miles
Albany	I-80 I-580	0.61 0.92	SR 123 (San Pablo Ave.)	1.22	None	--
Berkeley	I-80	3.14	SR 123 (San Pablo Ave.) SR 13 (Ashby/Tunnel Rd.)	2.36 3.87	University Ave. Shattuck Ave. MLk Jr Blvd. Adeline	2.04 1.84
Emeryville	I-80	1.31	SR 123 (San Pablo Ave.)	0.68	None	--
Oakland	I-80 I-880 I-980 I-580 SR 24 SR 13	4.09 7.66 2.30 11.28 4.50 5.43	SR 123 (San Pablo Ave.) SR 13 (Tunnel Rd.) SR 61/260 (Tubes) SR 61 (Doolittle Dr.) SR 77 (42nd Ave.) SR 185 (E 14th St.)	1.19 0.10 0.66 2.39 0.31 3.98	MLK Jr. Blvd. Hegenberger Rd. 29th Ave./23rd Ave. -(See Park St-Alameda)	0.89 2.52 0.85
Piedmont	None	--	None	--	None	--
Alameda	None	--	SR 61 (Doolittle Dr., Otis, Webster St) SR 61/260 (Tubes)	4.47 0.65	Atlantic Ave. Park St.	0.80 0.55
San Leandro	I-880 I-580	3.78 2.95	SR 61 (Doolittle Dr.) SR 61/112 (Davis St.) SR 185 (E 14th St.)	0.70 1.78 3.16	150th Ave. Hesperian Blvd.	0.49 0.97
Hayward	I-880 SR 92	4.23 6.36	SR 185 (Mission Blvd.) SR 238 (Mission Blvd.) SR 238 (Foothill Blvd.) SR 92 (Jackson St.)	0.85 3.29 1.50 1.58	A St. Hesperian Blvd. Tennyson Rd.	1.61 2.60 2.32
Union City	I-880	1.70	SR 238 (Mission Blvd.)	2.57	Decoto Rd.	1.76
Fremont	I-680 I-880 SR 84	6.20 11.96 3.17	SR 238 (Mission Blvd.) SR 262 (Mission Blvd.) SR 84 (Thornton, Fremont, Mowry Ave.)	5.03 1.22 10.99	Decoto Rd. Mowry Ave.	1.15 2.96
Newark	SR 84	1.99	None	--	None	--
Pleasanton	I-580 I-680	4.65 5.26	None	--	None	--
Livermore	I-580	4.61	SR 84	5.29	1st Street	1.66
Dublin	I-680	1.84	None	--	None	--
Unincorporated Areas	I-680 I-580 I-238 I-880	7.91 22.50 1.99 1.93	SR 84 (Vallecitos Rd.) SR 185 (Mission Blvd & E 14th) SR 238 (Foothill Blvd.)	7.97 2.47 0.79	Hesperian Blvd.	1.99
Totals		**134 mi**		**71 mi**		**27 mi**

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Attachment 2 - Alameda County CMP Network - Tier 2				
Jurisdiction	**Route**	**From**	**To**	**Distance (miles)**
Planning Area 1				
Oakland	W.Grand Avenue to Grand Avenue	I-80	I-580	2.7
Oakland	12th Street - Lakeshore Avenue	I-980	I-580	2.5
Oakland, Berkeley	Telegraph Avenue*	51st Street	Bancroft Way	1.9
Oakland	Broadway	I-880	College Avenue	2.9
Oakland, Berkeley	College Avenue	Broadway	Bancroft Way	2.4
Oakland	51st Street	Broadway	SR 24	0.8
Oakland, Berkeley	Shattuck Avenue	Adeline Street	51st Street	2.2
Berkeley	Bancroft	College Ave.	Shattuck	0.7
Emeryville,Berkeley	Powel Street-Stanford Avenue	I-80	MLK Jr. Way/ Adeline Street	1.5
Emeryville	40th Street-Shellmound Avenue	San Pablo Avenue	Powel Street	1.4
Oakland	International Boulevard	1st Avenue	42nd Avenue	3.0
Oakland	Foothill Boulevard	1st Avenue	73rd Avenue	5.3
Oakland	E. 15th Street	1st Avenue	14th Avenue	0.9
Oakland	73d Avenue	International Boulvevard	Foothill Boulevard	1.2
Alameda, Oakland	High Street	Otis Drive	I-580	3.4
Planning Area 2				
Alameda County	Crow Canyon Road	I-580	County Line	7.0
Hayward	Winton Avenue - D Street	Hesperian Blvd.	Foothill Boulevard	2.2
Hayward	A Street	Foothill Boulevard	I-580	1.3
Alameda County	Grove Road	A Street/Redwood Road	I-580	1.0
Hayward, Union City	Hesperian Boulevard-Union City Blvd.*	Tennyson Road	Alverado Blvd.	2.8
Planning Area 3				
Union City	Alvarado Blvd.	Union City Blvd.	I-880	3.1
Fremont	Fremont Boulevard	I-880 @ Alvarado Blvd/ Fremont Blvd.	I-880 interchange south of Automall Parkway	8.7
Fremont	Automall Parkway	I-880	I-680	1.9
Planning Area 4				
Livermore	Vasco Road	I-580	County Line	5.7
Dublin	Dublin Blvd.	San Ramon Road	Tassajara	4.0
Dublin	San Ramon Road	I-580	County Line	2.2
Dublin	Dougherty Road	I-580	County Line	1.7
Dublin	Tassajara Road	I-580	County Line	4.5
Livermore	E.Stanley Blvd - Railroad Avenue-1st Street	Isabel Ave.	Inman Street (connecting I-580)	4.2
Pleasanton	Stoneridge Drive	I-680	Santa Rita Road	2.4
Pleasanton	Santa Rita Road	Stoneridge Dr	I-580	1.2
Pleasanton, Alameda County	Sunol Blvd.- 1st Street- Stanley Blvd.*	I-680	Isabel Ave.	5.7
				92.4
Note				
* denotes that roadway traverses more than one jurisdiction				

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Additional Data Collection and Entry Tasks for the 2012 LOS Monitoring Study

There have been two added tasks for the 2012 LOS Monitoring Study compared to the original scope included in the contract dated February 26, 2010 (#A09-024):

1. Monitoring an additional 92.4 miles of arterial roads in the morning and afternoon weekday peak periods
2. Monitoring the county freeways (136.8 miles) during the weekends in Spring 2012.

<u>Proposed Scope of Work</u>

1. *Monitoring an additional 92.4 miles of arterial roads in the morning and afternoon peak periods*
   With the addition of 92 miles of arterial for the 2012 study that have not be included previously, it is proposed to collect the roadway attributes to incorporate into the current GIS linear reference system (LRS). This requires driving each of the corridors to identify the relevant elements such as signals, lanes, speed limit, median type, etc. The mobile operation in the field will be completed by a 2 person team over 2 days including travel. The total hours will be approximately 40 hours combined. This effort will not have to be repeated in the future, similar to previous years when the network was coded and created for continued use each year.

   The data is then processed back in the office by first taking the routes prepared by ACTC staff and creating a measured linear reference system (LRS). The attributes are then applied to this directional route to assist ACTC in evaluating possible causes to delays or congestion. This effort is very helpful on arterials where signal operations are common causes of random delay or inconsistent operations. ACTC will provide the desired summary checkpoints to be used after Jacobs identifies all controlled intersections along a route. The processing task will take approximately 80 hours to complete on the 92 additional miles.

   The 92 miles of arterials will be driven 6 times as has been done for previous LOS Monitoring studies. It is estimated that the data collection effort will take an additional 150 hours for Marks Traffic to complete. Jacobs will then process the data against the LRS and prepare the new LOS tables for submittal. The processing task will take an estimated 115 hours.

   With the 92 additional miles or a 28% increase in route length, it is estimated that it will require approximately 25% more in budget given the need to expand the GIS LRS, geo-code the network, perform data collection, complete the travel time processing, and to prepare the LOS tables for submittal.

2. *Monitoring the county freeways (136.8 miles) during the weekends in Spring 2012.*
   ACTC requests to perform 6 travel time runs on a subset of the overall network 232 centerline miles that will include 136.8 centerline miles of freeway/highways. The travel time runs will be completed using the same methodology as with the weekday observations. The single time period will be defined depending on the desired outcome (peak vs. off-peak) in consultation between ACTC and Jacobs using available resources (may include the use of PeMS data). If additional data is required at a cost to determine the desired time periods, this will be treated as additional services. Marks Traffic Data will perform the travel time runs as they will on the base study and Tier 2 as described above.

   It is anticipated that Marks will require an additional 175 hours to complete the 6 travel time runs on the 136.8 miles of routes. The routes include: I-80, I-238, I-580, I-680, I-880, I-980, SR 13, SR 24, SR 84, and SR 92 within the limits as included in the base study. It is anticipated that Marks will complete the weekend runs in less time that needed for the weekday peak period observations given the speed of traffic. Historically, Marks has used approximately 470 hours to complete the 6 runs for the 232 miles over the AM and PM peak periods.

Cost Estimate
Detailed estimate is attached.

Cost for data collection and entry for 92.4 miles of arterials including efforts to create a GIS layer with attributes	$33,840
Cost for weekend data collection and entry for freeways	$37,590
Total additional cost	**$71,430**

WORKPLAN AND SCHEDULE

Based on our understanding of the project, Jacobs has developed a plan that includes six (6) primary tasks (five base tasks and the addition of QAQC). The following work plan describes how the Jacobs team will approach each task, as well as the quality control plan, to accomplish the study objectives.

Over the last few years, the method developed and fine-tuned by Jacobs has received extremely favorable reviews from clients and FHWA. There are many benefits of the approach including the various "value added elements" that are produced that can be used for other purposes or by other departments/organizations. They include a well organized and comprehensive linear referenced GIS roadway network that includes posted speed limits, freeway ramp gores, signals, major cross streets, jurisdictional limits, area type, facility type, school zones, advisory speeds, number of lanes, divided/undivided, and geo-referenced digital video.

1. Task 1 –Work Plan

The Jacobs Team will work with the CMA to refine the work plan. Based on the performance measures identified, the associated procedures will be updated to include information on the following, as a minimum:

- Routes included in the study
- Holiday Schedule
- Special Event Calendar
- Number of runs and time periods
- Detailed procedures for data collection
- Procedures for handling construction, accidents, and incidents
- Training of data collectors
- Procedures for quality control
- Performance measures

The methodology developed by Jacobs and applied over the last few years has been customized specifically to address the States requirements for a CMP. Through the work plan, an extensive amount of data is collected to provide the necessary information to accurately determine the causes of the congestion. The base methodology will include the use of GPS to measure travel time. The additional detail with GPS will identify localized delays within a segment as defined by the CMA. The performance measures used by the CMA have been LOS. The level of service is calculated based on the resulting average travel speed from the travel time runs and compared to the conditions on equivalent functionally classified roadways in the HCM.

Travel time projects are heavily data collection based. The findings are dependent on the quality of the data collected. Therefore, Jacobs has developed various automated tools to assist in processing the large amounts of data that are generated. Many of these tools flag the questionable data sets for the task manager to investigate manually. As part of the study design development, the Jacobs Team will conduct an example run so the staff can "ride along" to observe and participate in fine-tuning the methodology. This will allow the staff to have a better understanding of the field procedures and to ensure the study design is complete and comprehensive.

Deliverable: Technical Memorandum 1 – Work Plan
Estimated Delivery Date: January 27, 2010

2. Task 2 – Travel Time Runs

The data collection task will strictly adhere to the procedures outlined in the work plan. The routes included are those functionally classified as freeways, state highways, and many city/county arterials.

In accordance with the work plan developed with the CMA, travel times will be completed on all specified routes. These runs will be performed by experienced drivers that have performed similar projects in the Bay area. They are experienced in all forms of data collection techniques including the use of GPS. With GPS, the transcription of the

results will be performed in GIS and not require the manual data entry as was required with the stop-watch approach. The check point times will be extracted from the GPS datastream and entered into the CMA spreadsheets. These hard-copy reports will then be collected and stored for documentation and submittal to the CMA then entered into the Excel spreadsheet in Task 3.

In support of the 2008 Data Collection effort, Jacobs drove and geo-coded each roadway segment and mapped applicable elements. Elements will included: check points, number of lanes, divided/undivided, presence of shoulder, ramp junctions, speed limits, school zones, signals, and stop signs. This mapping information was then used to establish the linear reference system (LRS) for association with the travel time GPS data. The mapping effort was extensive and comprehensive in 2008. For the 2010, each route will be driven to confirm that the conditions have not changed. This is one of the benefits of the linear reference system. The system is in place to process data for future years with little additional effort.

Jacobs has developed custom data collection software that runs on PDA computers. This software, paired with GPS units provides a structure to organize the large number of data files and improve the accuracy of the data and the efficiency of processing the data. The ability to differentially correct the GPS data is critical when evaluating arterial roadways. Research published in the February 2003 ITE Journal concluded that non-differential GPS should be limited to use on freeways.

In those instances where drivers encounter minor accidents, construction, school zones, special events, etc. they will provide comments in the audio recorder. By noting the GPS satellite time as displayed on the PDA and route, these areas of non-recurring delay are geo-coded in GIS for later reference. The impacted segments are eliminated (re-run as necessary) when calculating the average speed.

Jacobs will use multiple vehicles to collect travel time data on each route over multiple days. Each vehicle will be equipped with a trained data collection technician, a GPS system with a PDA, geo-referenced digital video setup (selective routes and runs), and an audio tape recorder. Travel time runs will be conducted on Tuesdays, Wednesdays, and Thursdays, but not on holidays or weeks when school is not in session in local areas. Six (6) travel time runs will be conducted in each respective direction during the morning and afternoon peak periods (7:00-9:00 am and 4:00-6:00 pm).

The data collected will be used to calculate average travel time, average travel speed, and delay on each segment. This information, as well as the raw data, will be submitted in a spreadsheet / database compatible with the CMA's system.

The project manager will submit progress reports to the CMA that will include a list of the data collected, data that had to be discarded, any problems, the data yet to be collected, and an upcoming schedule. This will give the staff opportunity to review the team's progress and to inform the project manager of any conflicts. A geo-database (ArcView 9.x) will be submitted to the CMA for review monthly and will include applicable attributes at that stage of the project.

In addition to the basic requirements for a CMP, the Jacobs Team proposes an additional custom tool to enhance quality control, usefulness, communications, and public relations – the use of geo-referenced digital video. Geo-referenced digital video will be incorporated to record a sample of runs. The video will be encoded directly onto a computer hard drive to make storage simple and efficient. This video can be used for quality control – to review roadway conditions / features if there is a question regarding the data.

Estimated Delivery Date: February 1 – June 15, 2010

3. Task 3 – Travel Time Data Entry / Data Management

The base methodology includes the tabulation of the travel time data from Task 2. This requires the data collection manager to export GPS travel time data into the corresponding spreadsheet provided by the CMA. The CMA has developed a very powerful spreadsheet that by entering the cumulative travel time along a route by link, the resulting speed and respective LOS is determined. This process will be followed for each route in separate spreadsheets.

As described previously, due to the experience and system that Jacobs has created over the years, it is very efficient to collect and process GPS data collected from travel time runs. Upon beginning a run, the driver will push the necessary button the PDA to collect the GPS points on 1-second interval. The system requires no further interaction from the driver until the run is complete.

Deliverable: Technical Memorandum 2 – Excel spreadsheets and GIS Files with travel time results
Estimated Delivery Date: Weekly the first working day after travel times February 1 – June 15, 2010

4. Task 4 – Origin / Destination (O-D) Survey

Historically, the CMA has performed travel times between 10 different sets of locations. These locations primarily represent a work to home trip or the opposite in the AM period. The key element in this task will be the fact that all modes of transportation are requested by the CMA simultaneously. That will require multiple data collectors to meet at a single location and take various routes and modes of transportation to arrive at the ending site. The trips will include use a single occupant vehicle, transit (bus - AC Transit, UC Transit, VTA, Wheels; rail – BART or ACE), HOV, bike, and walking. Similarly, the same system will be used for the O-D travel runs. The GPS setup is purely portable and can be handheld or carried in a backpack

Deliverable: Technical Memorandum 3.a – Field survey data sheets and O-D results
Estimated Delivery Date: Weekly the first working day after travel times February 1 – June 30, 2010

5. Task 5 – Free Flow Speed Survey State Route 84 (2010 Only)

Following the changes to the alignment of SR 84 over the years, traffic patterns have varied. The roadway function, characteristics, volumes, and purpose have resulted in the identification of the original route as a Principal Arterial. With this in mind, the baseline off-peak or free flow speed survey shall be performed in 2010.

Deliverable: Technical Memorandum 3.b – Free Flow Speed Survey
Estimated Delivery Date: February 1 – June 30, 2010

6. Task 6 – Quality Control

It is understood that all deliverables and other products prepared in performance of this contract shall be the sole, absolute, and exclusive property of the CMA. This does not apply to applications and custom tools developed and already in use by Jacobs.

Quality Control Plan

Data collection is the foundation for any traffic engineering study, and data accuracy is essential to a successful project. The Jacobs Team will follow a quality control plan for this project that will include data collectors, data collection, and data analysis. The plan will be developed and included in the Study Design. The plan will include, as a minimum, the quality control measures outlined below.

Data Collectors

Marks Traffic Data (MTD) will provide the bulk of the data collection effort. MTD is a local data collection firm with technicians familiar with the Bay area. Familiarity with the roadway network will allow technicians to accurately locate their assigned segments. MTD uses technicians who have been well trained in a variety of data collection efforts. They are skilled, detailed-oriented, reliable, and safe. Each technician will be experienced with sound computer skills. Computer skills are vital given the level of technology used in the Jacobs approach.

Data Collection

The technicians will be specifically trained for this project. Training will include a review of the study design and hands-on training on the GPS and video applications designed for this study. Technicians will observe several

sample runs and be given checklists to ensure all steps are properly followed, and the data will be consistent. Each technician will be tested on a practice run with the project manager or his assignee observing before beginning work on the project. The GPS method of data collection provides an initial level of quality control. Location and time information is automatically marked and stored on the computer. This will eliminate the possibility of human error in recording and transcribing data.

Data Analysis

Quality control in data analysis will be accomplished by recording and manipulating data electronically, automated database queries, and by spot-checking results. Calculations for capacity will be performed within the database, eliminating the possibility for manual errors. Results will be pulled into tables directly from the database so that no errors are made in transferring data to the tables and any changes in calculations will be automatically updated in the tables.

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Alameda CTC Strategic Communications Plan and Document Design Guidelines**

Recommendations

This is an information item only.

Summary

The Alameda CTC is one of the major transportation funding agencies in the Bay Area, providing over $100 million each year for transportation operations, maintenance, services and major construction projects. These investments support mobility, expand access, and create jobs. As a public agency administering public funds, it is important that the taxpayers are aware of how the funds are being spent, have an opportunity to participate in funding recommendations to the Commission, or to serve in an oversight role, such as with the Citizens Watchdog Committee.

As a newly formed agency, the Alameda CTC is expanding its public recognition as it plans, funds and delivers multi-modal transportation that serves the spectrum of needs - from Safe Routes to Schools to senior and disabled transportation to construction of major transit and roadway investments that move thousands of people and tons of freight. The Alameda CTC has developed a Strategic Communications Plan for 2011-2012 to expand the reach of understanding of the agency, its role in transportation and the benefits it delivers to the public. In addition to the Strategic Communications Plan, the Alameda CTC has developed Design Guidelines for all its publications to establish a new look and branding for the new agency. These documents are included in Attachments A and B, respectively.

Background

Pre-dating the merger of the Alameda County Congestion Management Agency and the Alameda County Transportation Improvement Authority, each respective agency had its own communications activities to share its benefits to the public. As a merged agency, Alameda CTC's Strategic Communications Plan establishes expanded methods to deliver a comprehensive array of information to the public regarding all activities of the agency, including all the planning, congestion management, and projects and programs delivery as a result of the half-cent sales tax measure in Alameda County, as well as the outcomes of funding decisions the Commission makes regarding state and federal funds.

The purpose of Strategic Communications Plan is to provide direction regarding outreach and information dissemination related to the Alameda CTC's funding mechanisms, its projects and programs, and its administration and legislative advocacy. The Strategic Communications Plan includes:

- specific outreach goals
- targeted audience types
- key messages
- communications materials and outreach methods, and
- a year-long implementation plan

While the implementation plan is focused on project, program, planning and finance milestones, it will change over time depending upon actual milestone implementation. Attachment C includes a list of almost 50 recent and preliminarily planned outreach activities from July 2011 through July 2012. Many more events will be added in the coming year as staff develops a targeted and geographically dispersed outreach approach.

The Strategic Implementation Plan also addresses the Alameda CTC efforts in developing and potentially placing a measure on the November 2012 ballot. Since the Alameda CTC is a relatively new agency, outreach, education and information about the agency, its delivery successes and accountability measures will assist in helping the public understand what the agency is and what it does.

Concurrent with the development of the Strategic Communications Plan, staff developed Alameda CTC Design Guidelines to establish an agency branding to create a specific agency look and ensure consistency in how agency publications are developed. The Design Guidelines provide the agency color palette, as well as templates for agency publications. As the Strategic Communications Plan is implemented, the Commission and public will see the use of the materials in the design guidelines.

Fiscal Impact
No direct fiscal impact.

Attachments

Attachment A:	Alameda CTC Strategic Communications Plan
Attachment B:	Alameda CTC Design Guidelines
Attachment C:	Recent and Planned Outreach activities

Alameda County Transportation Commission

Strategic Communications Plan, Fiscal Year 2011-2012

FINAL DRAFT September 9, 2011

Alameda County Transportation Commission
Strategic Communications Plan
DRAFT September 6, 2011

Table of Contents

1. Introduction and Background 1
2. Strategic Communications Goals 1
3. Target Audiences 3
4. Key Messages 5
5. Communications Materials and Delivery Mechanisms 7
6. Recommended Communications Strategies 10
7. Performance Measurement 35

Appendix A: Outreach Strategies to Ethnic Communities in Alameda County
Appendix B: New Media Strategy
Appendix C: E-Newsletter Schedule and Implementation

1.0 Introduction and Background

This Strategic Communications Plan provides strategic direction regarding outreach and information dissemination related to Alameda County Transportation Commission's (Alameda CTC's) funding mechanisms, its projects and programs, and administration and legislative advocacy. This plan specifies outreach, education and involvement opportunities regarding projects and programs delivered by the Alameda CTC.

1.1. Purpose and Organization of Document

This plan is organized from broad to specific. Section 2.0 outlines the overall goals of the communications program. Section 3.0 lists the target audience groups to whom the Alameda CTC will be communicating about its programs and project. Section 4.0 describes the key messages that will be communicated – through a wide variety of communications tools – to the audience groups. Section 5.0 describes the main communications tools, and Section 6.0 provides the details of the topics, tools, and timing of the communications activities.

1.2. Brief History of Alameda CTC

On July 22, 2010, the Alameda CTC was created through approval of a Joint Powers Agreement (JPA) by both the Alameda County Transportation Improvement Authority (ACTIA) and the Alameda County Congestion Management Agency (ACCMA) Boards of Directors.

The merged agency serves as the county's transportation planning, funding, and sales tax authority, providing streamlined methods for project and program delivery process. The Alameda CTC plans, funds, and delivers programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

Alameda CTC's mission is to "Plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County." The Alameda CTC accomplishes this mission through:

1. *Public Service:* Serve the public in the development and delivery of transportation programs and projects
2. *Accountability:* Plan, fund and deliver programs and projects in an open, transparent, efficient and effective manner
3. *Relationships:* Foster cooperative relationships/partnerships with federal, state, regional, local partners and other stakeholders

2.0 Strategic Communications Goals

Across Alameda County, people who drive, ride transit or paratransit, bike, and walk access Alameda CTC's projects and programs every day. Alameda County residents and businesspeople

are not necessarily aware of the mission and function of the Alameda CTC, nor how transportation improvements are funded.

The overarching goal of this Strategic Communication Plan is to ensure that the residents and businesses served by Alameda CTC's projects and programs come to know that Alameda CTC and voter-approved funds play a key role in making and keeping communities vibrant and livable. There are a number of supporting communications goals that support the overarching goal, as follows:

1. Celebrate Alameda CTC's achievements (including ACTIA's and ACCMA's individual accomplishments) over the past 10 years.

2. Depict a clear vision of Alameda CTC's direction for the future and a compelling justification for additional projects and programs to meet the County's growing and diverse transportation needs.

3. Offer a steady stream of relevant, engaging, and pertinent information to targeted audiences through a variety of communications mechanisms.

4. Expand Alameda CTC's existing communications mechanisms to encompass feedback- and interaction-based tools (social media).

5. Reinforce key messages through every communications piece to create a cohesive picture of Alameda CTC's mission and programs and a foundation of community awareness and support for Alameda CTC's funding initiatives.

6. Cross-purpose all applicable communications pieces across all applicable communications mechanisms to create a fully integrated and leveraged communications program.

7. Build, expand, and sustain relationships with key agency partners, stakeholder groups, advocates, community members, and media outlets to promote mobility. Engage appropriate partner organizations and stakeholder groups to carry Alameda CTC's message to their respective constituents.

8. Reach, inform, educate, and engage a wide spectrum of Alameda County residents and business representatives reflective of the county's demographic profile.

9. Fully integrate the communications key messages into Alameda CTC's existing business- and community-based outreach programs.

10. Reinforce the Alameda CTC's values and organizational "persona" via an emphasis on the people who comprise the agency and on the residents and businesses that derive benefits from the projects and programs delivered by Alameda CTC.

3.0 Target Audiences

A "target audience" is, simply, the people or groups of people that will receive communications from Alameda CTC – and/or offer their opinions – about Alameda CTC's projects and programs.

3.1 Demographics of Alameda County

With a population of over 1.5 million people, up 4.6 percent since the 2000 US Census, Alameda County is the 7th largest county in the state of California and second largest in the Bay Area. The majority of residents (59 %) are between the ages of 18 - 65, while roughly 30 % are under 18 and 11 % over 65.

Alameda County is home to ethnically diverse communities. The 2010 United States Census reported the racial makeup of Alameda County was:

- 43.0 % White
- 26.1 % Asian
- 22.5 % Hispanic or Latino
- 12.6 % African American
- 0.8 % Pacific Islander,
- 0.6 % Native American
- 10.8 % from other races, and
- 6.0 % from two or more races.

Approximately 30% of Alameda County residents are foreign born and 41% speak a language other than English in their homes. Alameda CTC's communications and outreach efforts will be responsive to the diverse demographic makeup of Alameda County. Strategies to conduct outreach and communications to key ethnic communities in Alameda County are presented in Appendix A.

3.2 Targeted Audience Groups and Organizations within the Targeted Audience Groups

The target audience groups and key organizations within each group are presented in Table 1. The "group code" is an administrative marker for data organizational purposes. The information in Table 1 will be updated and refined as the communications plan is implemented. Target audiences will also be divided by geography, when applicable.

Table 1 Targeted Audience Groups and Organizations within the Targeted Audience Groups		
Group Code	**Group**	**Sample Organizations within Group**
B	**Business** (includes Chambers of Commerce, Business Associations and Councils, Ethnic Chambers of Commerce, etc.)	Chambers of Commerce for all 13 cities in Alameda County East Bay Economic Development Alliance Northern CA Minority Supplier Development Council Pleasanton Downtown Association Real Estate Associations Tri Valley Business Council African American Business Council Black Economic Council Other business organizations/ associations
C	**Civic & Community Groups** (includes Rotary Clubs, League of Women Voters, nonprofits, ethnic organizations such as the Oakland Black Caucus, Bike/Pedestrian Groups, etc.)	Bike Alameda East Bay Bicycle Coalition Kiwanis Clubs League of Women Voters (5 clubs) Public Policy Institute Rotary Clubs Sierra Club Spanish Speaking Citizens Foundation The Unity Council Urban Habitat Walk Oakland Bike Oakland Other Community and Civic Groups
CAC	**CAC Community Advisory Committees** (Alameda CTC)	Bike and Pedestrian Advisory Committee Citizens Advisory Committee Citizens Watchdog Committee Paratransit Advisory and Planning Committee
E/G	**Elected Official/Government Agency** (includes cities, counties, Parks & Recreation, transportation agency officials, Alameda County Health Department, Alameda County Social Services Agency, City of Oakland Commission on Aging, etc.)	Alameda County Board of Supervisors Alameda County Congressional Delegation Alameda County Public Health Department Alameda County Social Services Agency California Transportation Commission Mayors and City Council members of 14 cities Metropolitan Transportation Commission Special Districts State Officials Transit Operators Transportation Agency Officials Other elected officials and government agencies
ED	**Education** (includes K-12, high schools, college/universities, etc.)	Boards of Education Cal State East Bay Community colleges K-12 school districts University of California, Berkeley Other academic institutions
F	**Faith-based Organizations**	Churches and faith-based institutions
H	**Health Organizations** (includes hospitals, clinics,	Highland Hospital Kaiser Permanente

Table 1 Targeted Audience Groups and Organizations within the Targeted Audience Groups		
Group Code	**Group**	**Sample Organizations within Group**
	etc.)	Fruitvale/Native American Health Center Nursing Homes San Antonio Neighborhood Clinic Summit Medical Center
M	**Media**	Bay City News Service (wire) Bloggers Cable Television Community Newspapers Daily Newspapers Ethnic Media News Websites Radio Television
S/PWD	**Seniors/People with Disabilities** (includes senior centers, independent living centers, disability advocacy organizations, etc.)	Commissions on Aging Disability Rights California Disability Rights & Education Defense Fund (DREDF) Grey Panthers Independent Living Centers Jewish Community Center of the East Bay Local and Regional Agencies on Aging Senior Centers Other groups focused on seniors and individuals with disabilities
O	**OTHER** (catch all for those individuals/organizations not affiliated with above-named segments)	

4.0 Key Messages

Key messages encompass the specific information being communicated to each audience group, coupled with the overarching project themes associated with that information. Key messages are presented in Table 2. Select key messages will be integrated into communications regarding projects and programs, and into broader messaging vehicles. Messages will be consistent, yet tailored to specific audience groups, as appropriate.

Table 2 Key Messages				
Alameda County Transportation Commission (CTC) plans, funds, and delivers transportation systems that provide…				
Economic vitality (Jobs, Quality Lifestyle, Economy)	**Community benefit** (Safety, Health, and Choices)	**Best value for public funds** (Accountability and Involvement)	**Environmental sustainability**	**Forward-thinking solutions** (Innovation)
				… to Alameda County residents and businesses.
• Alameda CTC **creates local jobs** with locally governed transportation dollars. • Alameda CTC **invests** in transportation systems **to attract and retain businesses**. • Alameda CTC **fosters a vibrant and livable county** by improving mobility and access to work, education and recreation**.** • Alameda CTC **supports the economy with efficient transportation systems** to move people and goods, and deliver services.	• Alameda CTC supports a **suite of services to serve the spectrum of transportation needs** of Alameda County residents and businesses. • Alameda CTC's projects and programs **offer a range of choices**, allowing more people to safely walk, bike, and use transit. • Alameda CTC supports roadway, highway, and transit service **improvements to reduce congestion, accidents, and pollution**. • Alameda CTC supports expanded options to **improve the health, quality of life, and mobility** of ***all*** Alameda County residents.	• Alameda CTC **spends tax dollars wisely** and delivers projects and programs efficiently. • Alameda CTC incorporates a rigorous, **inclusive, and community-based process** to develop its programs, set its priorities, and plan for the future. • Alameda CTC **actively engages** and coordinates with transportation **partners** to promote efficiency and effectiveness. • Alameda CTC **leverages local funding to attract external dollars** (state and federal) to build and deliver projects and services. • Alameda CTC's on-going operations and maintenance funding reliably **supports local improvements with local dollars.**	• Alameda CTC plans, funds, and delivers project and programs to **increase safety, reduce congestion, and improve air quality**. • Alameda CTC is working toward **reducing greenhouse gas emissions by expanding transportation choices** and improving access to jobs and housing.	• Alameda CTC is **planning now to accommodate the future changes** in population demographics and the future needs of Alameda County residents and businesses. • Alameda CTC is at the **forefront of transportation technology**, enabling Alameda County to achieve expanded capacity from its existing infrastructure. • Alameda CTC's legislative **advocacy ensures representation** of Alameda County in regional, state, and federal policies, initiatives, and funding.
Alameda CTC's mission is to plan, fund, and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.				

5.0 Communications Materials and Delivery Mechanisms

The communications materials and delivery mechanisms are the ways that the key messages are conveyed to the target audiences. The methods are selected based on the perceived preferences of specific audience groups, yet a single method may be appropriate for many audiences. The Alameda CTC will integrate a range of communication tools and delivery methodologies to assist in disseminating information to these various segments comprising the Alameda CTC's overall audience.

5.1 Communications Materials

Website

As an active outreach tool, the Alameda CTC's website provides public access to information regarding agency projects, programs, initiatives, and activities. The website allows transparency regarding the spending and oversight of local transportation sales tax dollars. The Alameda CTC's website is undergoing major upgrades concurrent with the communications activities described in this plan.

e-Newsletter

The *Alameda CTC Reports* e-newsletter is a bi-monthly electronic publication. Copies are accessible on demand at the Alameda CTC's website and viewers can also subscribe to have the e-newsletter e-mailed to them upon publication release. This easy-to-access, electronic periodical eliminates the cost of postage and reduces paper waste. However, for those without internet access, the e-news is also available in hardcopy. Hardcopies of the current e-newsletter are distributed at various outreach events.

This publication also helps local agencies and jurisdictions receiving Measure B pass through funds to fulfill the requirement to publish information about how Measure B-funds are improving access and mobility in their communities. The e-news is sent out to a database of individuals, including elected officials, civic and community groups, and others as defined by the audience segments outlined in Section 3 of this communications plan.

Fact Sheets

Alameda CTC produces strategic fact sheets to emphasize key points concisely and to support outreach efforts around projects, programs, and special issues. Fact sheets are developed to illustrate key messages and to describe individual capital projects and programs. The fact sheets are distributed to elected officials, partner agencies, the general public, and the business community for general and specific outreach.

Articles for Publication

The Alameda CTC will prepare short articles that affiliate or partner organizations can include in their respective newsletters or other communications to their constituencies. These affiliate organizations could include, for example, local Chambers of Commerce or civic organizations.

Public Service Announcements

A public service announcement (PSA) is a type of advertisement featured on television, radio, print or other media intended to change the public interest, by raising awareness of an issue, affecting public attitudes, and potentially stimulating action. The scripts for PSAs will be developed for appropriate events and issues, in conjunction with other communications strategies.

Press Releases

Alameda CTC periodically releases strategic press releases announcing newsworthy agency information and events. Releases are distributed to targeted media outlets and aim to inform the public of pertinent activities and news updates.

Annual Report

Published each spring, this publication captures an annual retrospective of the Alameda CTC's projects, programs, and financial information. The report seeks to provide an interesting, informative focus, giving Alameda County voters an overview of the agency's yearly progress. This report is mailed out to all Alameda CTC's mailing lists, handed out at different outreach events, shared with legislators and other transportation agencies, and also placed on the website.

Legislative Program

The Alameda CTC develops an annual Legislative Program that is approved by the Board, defining funding, regulatory, and administrative principles to guide the agency's legislative advocacy efforts each year. The Legislative Program provides strategy around the agency's legislative goals. The Program details the agency's major priorities, as well as its general funding priorities, providing context for project and program implementation, and an explanation of goals, challenges, and benefits.

The Legislative Program is the primary tool used in the agency's annual meetings with legislators in Washington, D.C. and Sacramento. It is used in targeted outreach to local, state and federal partners, as well as advocates. It is distributed to elected officials, partner agencies, and is also available to members of the public who are interested in the Alameda CTC's legislative work.

Executive Director's Report

Each month, the Alameda CTC releases a report from the Executive Director detailing updates on all agency work, activities, and plans. Each area of the Alameda CTC's operations is

addressed, including information and updates on the agency's capital improvement program, public involvement activities, financial updates, and planning.

PowerPoint Presentations and Messaging Documents

The Alameda CTC's outreach efforts often consist of presentations regarding specific projects and programs, as well as general agency information. Agency-wide PowerPoint presentation templates are used to help "brand" the agency, by way of consistent messaging and visuals. The templates allow consistency, while streamlining administrative processes.

The Alameda CTC has developed "talking points" to aid in consistent message delivery by staff and community advisory committees. These documents incorporate shared-agency messages and provide distinct information for each committee.

5.2 Communications Delivery Mechanisms

Alameda CTC is committed to providing regular, accessible, and comprehensive information to the public regarding the administration of local transportation dollars and the delivery of local transportation improvements. The following describes a number of mechanisms by which the communications materials can be disseminated or delivered to the target audiences.

Public Outreach

Alameda CTC has an extensive public outreach program. Some public outreach activities are conducted solely by Alameda CTC staff, and others are conducted by various Alameda CTC consultants and associates.

For example, the public is engaged – and public opinions solicited – through the Alameda CTC's advisory committees. The Alameda CTC participates in various community events throughout Alameda County, providing table exhibits including handout materials, publications, and giveaways. The Alameda CTC hosts four major regional transportation forums throughout the year.

Media relations

Media relations primarily involves the distribution of press releases regarding projects and events of the Alameda CTC to members of the media that would be interested in transportation-related issues. The Alameda CTC maintains consistent and ongoing outreach to local transportation reporters to educate and inform them of the activities of the Alameda CTC.

The Alameda CTC updates its media list twice a year. Press releases reach newspapers including dailies, weeklies and regional papers; television; cable and radio stations. Ethnic-targeted media is included in the media list. The Alameda CTC also reaches out to transportation blog sites and local news websites.

Partner Outreach

There are a number of Alameda County based agencies that are recipients of Alameda CTC funding, and are partners to the agency in delivering projects and programs around the county. An integral step in building public awareness of the Alameda CTC will be to leverage the relationships with these partners in both media and outreach activities.

Potential ways this can be accomplished include, for example, requesting that partner organizations send an email blast, social media post, website post, or other communications piece that transmits Alameda CTC's key messages and materials to their own respective constituency.

Social media

Over the past several years, the line between traditional media and social media has blurred. With the ever-growing popularity of social media, newsworthy information can often be heard through social media venues. For this reason, this plan takes a cohesive approach to seamlessly integrating the way Alameda CTC communicates news and stories.

To keep pace with the changing media landscape, the Alameda CTC will engage in activities related to new Web 2.0 tools and technology, as presented in Appendix B, New Media Strategy. Several social media outlets (for example, Facebook, Twitter, Google+, etc) are available for networking, public relations, and exposure with regard to businesses, community groups, agencies, and individuals. The Alameda CTC will incorporate strategic social media opportunities into its agency outreach program.

6.0 Recommended Communications Strategies

One of the key strategies to building public awareness about Alameda CTC is through communicating about the specific projects and programs it efficiently and effectively delivers. For this reason, the communications plan is organized around delivering timely information about major projects and programs that the average community member will recognize and support.

An overview of key program and project milestones over the course of the coming year is presented in Table 3. From this master schedule, a draft plan of recommended topics, key messages related to that topic, and distribution mechanisms is presented in Tables 4 through 7, per quarter.

From the year-long storyboard presented in Tables 4 through 7, an inventory of communications materials was extracted. This inventory, consisting of a series of lists, is presented in Tables 8 through 13.

INSERT " **Table 3**
Master Schedule of Major Project and Program Milestones
11x17

Table 4a The following information outlined in Tables 4-7 reflects the Alameda CTC information and communication themes for each quarter	
Quarter	**Theme**
July/Aug/Sept	Planning for the 21st Century
Oct/Nov/Dec	Transportation Values
Jan/Feb/March	Transportation Drives Economic Vitality
April/May/June	Spring into Action: Expanding Opportunities

Table 4
Recommended Communications Topics and Strategies
FY2011, First Quarter: July, August, September 2011
Planning for the 21st Century

Topics	Key Messages	Medium								Schedule	Coordinated Responsibility
		E-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
PLANNING											
Countywide Transportation Plan: Draft 1 available for review; Draft 2 underway; forums and workshops	*Best value for public funds* • CWTP reflects extensive input from public to set priorities for future. Example public input that changed plan's direction (?)	Story in Sept 2011 e-newsletter about CWTP Draft 1; highlight importance of planning and key features of plan.	Press release: Draft 1 CWTP available for review; overview of key interesting features.		Blog: CWTP-TEP spokesperson highlighting what transpo-related aspects are important to him/her as an Alameda County resident					Mid-Sept 2011	MIG with input from CWTP-TEP team
Transportation Expenditure Plan: Draft 1 underway; forums and workshops	*Best value for public funds* • Alameda CTC spends tax dollars wisely and delivers projects and programs efficiently. • TEP process incorporates a rigorous, inclusive, and community-based process to help set its financial priorities.	Story in Sept 2011 e-newsletter about TEP process; highlight importance of transportation systems and funding.		Notification article for various local newsletters					Update in executive director's report	Sept/Oct 2011	MIG with input from CWTP-TEP team
Countywide Bicycle and Pedestrian Plans: process underway	*Community benefit* • Plan will set priorities to offer a range of choices, allowing more people to walk and bike. *Forward-thinking solutions* • Planning now will accommodate the future needs and desires of Alameda County residents	Story in Sept 2011 e-newsletter		Notification article for various local newsletters						Mid-Sept 2011	MIG with input from Bike/Ped team
Congestion Management Plan: draft available for review	*Economic vitality* • Alameda CTC supports the economy with efficient transportation systems to move people and goods, and deliver services. Less congestion helps in this goal. *Environmental sustainability* • Less congestion results in increased safety, improved air quality, and reduced GHG emissions.	Story in Sept 2011 e-newsletter about CMP Draft		Notification article for various local newsletters						Sept 2011	MIG with input from CMP team.

Table 4
Recommended Communications Topics and Strategies
FY2011, First Quarter: July, August, September 2011
Planning for the 21st Century

Topics	Key Messages	Medium								Schedule	Coordinated Responsibility
		E-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
PROGRAMMING											
(N) Broadway Shuttle: one year anniversary of operation	*Economic vitality* • Brought ## people to downtown Oakland for improved economic vitality *Community benefit* • Free shuttle provides expanded mobility options • Viable alternative to car-based transportation; removed ## (350) cars from road over past year Best value for public funds • Alameda CTC actively engages and coordinates its transportation partners, including AC Transit *Environmental sustainability* • Reduced GHG by ## (5?) tons over past year						Video(s): Alameda CTC staff person riding Free-B line; AND/OR interview(s) with businesses downtown and uptick in weekend business from B-line.			Sept 2011	MIG with input from AC Transit; Collaborate with Walk Oakland Bike Oakland (WOBO) to have Alameda CTC featured in their Oaklavia publicity
PROJECTS											
(N) I-80 Integrated Corridor Mobility project: construction begins	*Economic vitality* • Enhancing productivity by alleviating traffic congestion on one of most congested segments in Bay Area *Community benefit* • Traffic control for less congestion • Better traveler information. • Project expected to improve traffic flow *Best value for public funds* • Getting most capacity from existing infrastructure *Forward-thinking solutions* • ITS & technology solutions to help solve I-80's chronic transportation congestion.	Story in Sept 2011 e-newsletter: cool tech features and benefits of project	Press release: I-80 Integrated Corridor Mobility "groundbreaking" – offer photo-op of first camera being installed, new technology focus, etc					Updated fact sheet – outlining facts (in present fact sheet format) and adding benefits of project.		Mid/late-Sept 2011	MIG with input from project manager
(S) BART Warm Springs Extension: groundbreaking for	*Community benefit* • Project offers a range of choices, allowing more people to walk, bike,		Press release: story about Alameda CTC's					Fact sheet: focus on Alameda CTC's		Sept 2011	MIG w/input from BART.

Table 4
Recommended Communications Topics and Strategies
FY2011, First Quarter: July, August, September 2011
Planning for the 21st Century

Topics	Key Messages	Medium								Schedule	Coordinated Responsibility
		E-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
line, track, station, systems construction (Sept?)	and use transit safely. *Best value for public funds* • Alameda CTC actively engages and coordinates with transportation partners to promote efficiency & effectiveness.		role on project					part in making the project happen.			
AGENCY TOPICS & OTHER											
Alameda CTC's first anniversary	*Best value for public funds* • Merger has saved money and streamlined operations. • Alameda CTC spends tax dollars wisely and delivers projects and programs efficiently.		Press release: highlights and achievements over first year							August 2011	Drafted during previous contract; need to distribute.
South County Transportation Forum	*Best value for public funds* • Alameda CTC incorporates a rigorous, inclusive, and community-based process to develop its programs, set its priorities, and plan for the future.		Press release: announcement & invitation				Video clips of pertinent portions of presentations (pilot program)			July 2011	

Table 5
Recommended Communications Topics and Strategies
FY2011, Second Quarter: October, November, December 2011
Transportation Values

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
PLANNING											
Countywide Transportation Plan: Draft 2 underway, then complete; forums and workshops; poll results	*Best value for public funds* • CWTP reflects extensive input from public to set priorities for future. Example of how public input influenced plan's direction.	Story in Nov 2011 e-newsletter: exciting developments from October forum and workshop(s): focus on people who attended, main points raised, etc.; results of poll	Press release: Alameda County voters (via poll) say "___"							Nov 2011	CWTP-TEP project team: incorporate Alameda CTC key messages & protocols.
Transportation Expenditure Plan: Draft 1 underway, then complete; forums and workshops	*Best value for public funds* • Alameda CTC spends tax dollars wisely and delivers projects and programs efficiently. • TEP process incorporates a rigorous, inclusive, and community-based process to help set its financial priorities.		Press release: Draft 1 TEP complete; highlight funding priorities, big ticket items, need for continued transportation funding. Point to A.Dao video/audio-cast.		A.Dao video/audio-cast about TEP, commission funding, etc.					Mid-Dec 2011	
Congestion Management Plan: scheduled activities/milestones?	*Economic vitality* • Less congestion means greater workplace productivity, less commute time, and reduced costs of goods and services *Community benefit* • Less congestion will result in fewer accidents and less property damage, personal injury, and loss of life *Environmental sustainability*	Story in Nov 2011 e-newsletter: reducing congestion saves money.								Nov 2011	

Table 5
Recommended Communications Topics and Strategies
FY2011, Second Quarter: October, November, December 2011
Transportation Values

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
	• Less congestion results in better air quality and lower GHG loading.										
Countywide Bicycle and Pedestrian Plans: final draft plan available for review	*Community benefit* • Plan will set priorities to offer a range of choices, allowing more people to safely walk and bike. *Best value for public funds* • Plan developed with a rigorous, inclusive, and community-based process *Forward-thinking solutions* • Planning now will accommodate the future needs and desires of Alameda County residents	Story in Nov 2011 e-newsletter about final draft plan preparation; highlight a key community member (walker/cyclist?) who has input heavily to process								Nov 2011	MIG with input from Bike/Ped team
PROGRAMMING											
PROJECTS											
(N) I-80 Integrated Corridor Mobility project: construction begins	*Economic vitality* • Enhancing productivity on one of most congested segments in Bay Area *Community benefit* • Traffic control for less congestion • Better traveler information. *Best value for public funds* • Getting most capacity from ex. infrastructure *Forward-thinking solutions* • ITS & technology solutions to help solve I-80's chronic transportation congestion.						North County Regional Transportation Forum ("Transportation for the 21st Century"): presentation about project and cool tools Video clips of I-80 Corridor Mobility portion of North County Forum.			Mid-Oct 2011	Project manager or other Alameda CTC spokesperson.
(N) Webster Street SMART Corridor: construction underway	*Community benefit* • Traffic control for less congestion • Better traveler information. • Improved emergency response transport. *Forward-thinking solutions*	Story in Nov 2011 e-newsletter: focus on cool tools (signal					North County Regional Transportation Forum ("Transportation			Mid-Oct 2011	Project manager or other Alameda CTC spokesperson.

Table 5
Recommended Communications Topics and Strategies
FY2011, Second Quarter: October, November, December 2011
Transportation Values

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
(significant milestone?)	ITS & technology solutions to help maximize capacity and smooth traffic flow.	coordination, traffic monitoring, emergency communications) being installed /A					for the 21st Century"): presentation about project and cool tools.				
(S) I-680 Sunol Express Lanes: one-year overview of operations (lanes opened 9/20/10)	*Economic vitality* • Decreased congestion for greater workplace productivity; less commute time *Environmental sustainability* • Reduced vehicular emissions, improved air quality, reduced GHG		Press release: present stats from one year operation to-date of southbound lanes – focus on beneficial results.	Op-ed: why express lanes are a good thing for the Bay Area – focus on beneficial results.	Spokesperson (frequent driver/user?) giving a one-year overview of I-680 express lanes and why they're are a good thing for the Bay Area – focus on beneficial results.					Oct 2011	MIG with assistance from Alameda CTC project manager
(C) Rte92/I-880 Interchange: construction complete Fall 2011	*Economic vitality* • Decreased congestion for greater workplace productivity; less commute time • Local funding for local projects that create local jobs *Community benefit* • Less congestion, improved traffic flow *Best value for public funds* • Leverage local funding ($3.5M) to maximize external funding ($149M). *Environmental sustainability* • Reduced vehicular emissions, improved air quality, reduced GHG	Story in Nov 2011 e-newsletter: construction complete, invitation to ribbon-cutting(?), project benefits	Press release: construction complete, invitation to ribbon-cutting(?), project benefits							Nov(?) 2011	
AGENCY TOPICS & OTHER											
North County Transportation Forum	*Best value for public funds* • Alameda CTC incorporates a rigorous, inclusive, and community-based process to develop its programs, set its priorities, and plan for the future.		Press release: announcement & invitation				Video clips of pertinent portions of presentations			Oct 2011	
ACTIA/ACCMA	*Best value for public funds*	Story in Nov			Blog: A.Dao	LinkedIn/Facebo		Fact sheet:	Story in	Mid-Nov 2011	MIG

Table 5
Recommended Communications Topics and Strategies
FY2011, Second Quarter: October, November, December 2011
Transportation Values

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
audit results	• Revenue: Alameda CTC leverages local funding to attract external dollars. • Expenditures: Alameda CTC spends tax dollars and delivers projects and programs efficiently	2011 e-newsletter: financial integrity, transparency.			commentary on ACTIA/ACCMA audit and results.	ok/Twitter posts; point to blog		economics and finances in transportation in Alameda County (including ACTIA/ACCMA audit results)	FY10/11 Annual Report: financial integrity, transparency, cost savings of ACTIA/ACCMA merger.		
Alameda CTC in Northern Alameda County	*Economic well-being* *Community well-being* *Best value for public funds*			Overview article for local newsletters				Fact sheet: Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on north county		Oct 2011	MIG
Technology and Cool Tools Improve Alameda County Transportation	*Forward-thinking solutions* • Alameda CTC is at the forefront of transportation technology, enabling Alameda County to achieve expanded capacity from its existing infrastructure.							Fact sheet: Overview of intelligent transportation solutions and how they are being used in Alameda County.		Oct 2011	MIG

Table 6
Recommended Communications Topics and Strategies
FY2011, Third Quarter: January, February, March 2012
Transportation Drives Economic Vitality

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
PLANNING											
Countywide Transportation Plan and Transportation Expenditure Plan complete and approved	*Economic vitality* *Community benefits* *Best value for public funds* *Environmental sustainability* *Forward-thinking solutions*	Story in January e-newsletter	Press release: CWTP-TEP approved. Highlight funding priorities, big ticket items, etc.		CWTP-TEP spokesperson talking about the importance of transportation funding: what it means to people in Alameda Co (walker, biker, truck driver, building contractor, small business owner, etc.	LinkedIn/Facebook/Twitter posts about TEP approval; point to video/audio-cast.			CWTP-TEP approved. Highlight funding priorities, big ticket items, etc.	Jan 2012	
PROGRAMMING											
(C)East Bay Greenway	*Community benefit* • Alameda CTC's projects and programs offer a range of choices, allowing more people to safely walk, bike, and use transit. *Environmental Sustainability* • More bike/ped means fewer cars with decreased emissions, improved air quality, and less GHG	Story in March e-newsletter: focus on getting out and about					Central County Regional Transportation Forum ("Building for the Future"): presentation about East Bay Greenway			Jan 2012	
Agreements executed for Vehicle Registration Fee (VRF) and Measure B	*Economic vitality* • Alameda CTC creates local jobs with locally governed transportation dollars. *Best value for public funds* • Alameda CTC leverages local funding to attract external	Story in March e-newsletter with highlights	Press release (best value and accountability)						Highlights of both programs.	Jan 2011	MIG with input from Alameda CTC

Table 6
Recommended Communications Topics and Strategies
FY2011, Third Quarter: January, February, March 2012
Transportation Drives Economic Vitality

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
	dollars • Alameda CTC spends tax dollars and delivers projects and programs efficiently.										
Compliance audits submitted by all jurisdictions	*Best value for public funds* • Revenue: Alameda CTC leverages local funding to attract external dollars. • Expenditures: Alameda CTC spends tax dollars and delivers projects and programs efficiently	Story in Jan 2012 e-newsletter	Press release: compliance audits substantiated by all jurisdictions			LinkedIn/Facebook/Twitter posts about compliance audit approval			Pride in compliance audit approval; highlights of accomplishments, reiterate Alameda CTC's accountability.	Jan 2012	MIG with input from Alameda CTC
Alameda CTC is improving public transit in Alameda County	*Community benefit* • Alameda CTC's programs allow more people to walk, bike, and use transit safely. *Environmental sustainability* • Transit is an environmentally sustainable transportation solution.	Story in March 2012 e-newsletter: transit still robust and important in Alameda County			Blog: Spokesperson (Anthony Rogers?) talking about how Alameda CTC's funding has provided invaluable support to transit in Alameda County.	LinkedIn/Facebook/Twitter posts: point people to blog.		Fact sheet: What an efficient transit system does for Alameda County.		Feb 2012	
State Transportation Improvement Program (STIP) Funding	*Best value for public funds* • Alameda CTC actively engages and coordinates with transportation partners to promote efficiency and effectiveness.	Story in Jan 2012 e-newsletter: overview of STIP funding process, Alameda CTC advocacy							Overview of STIP funding process, Alameda CTC advocacy	Jan 2012	MIG
PROJECTS											
(C) Hesperian/Lewelling Blvd: construction complete and	*Community benefit* • Reduced congestion, additional traffic capacity • Wider sidewalks and bike lanes improve safety	Story in Jan 2011 e-newsletter: ribbon-cutting, before/after	Press release: invitation to ribbon-cutting, announcement of project			LinkedIn/Facebook/Twitter posts: announcement of ribbon-	Central County Regional Transportation Forum ("Building for the Future"):		Recipients of e-newsletter	Mid-Jan 2012	MIG with input from ACPWA

Table 6
Recommended Communications Topics and Strategies
FY2011, Third Quarter: January, February, March 2012
Transportation Drives Economic Vitality

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
ribbon-cutting ceremony	• Streetscape improvements make neighborhood more pleasant *Environmental Sustainability* • Reduced congestion leads to reduced GHG and better air quality	photos, focus on benefits.	completion			cutting LinkedIn/Facebook/Twitter posts: point to video clips.	presentation. Video clips of Hesperian/Lewelling presentation at Central County Forum. Video clips of ribbon-cutting ceremony.				
(C) I-880/Rte 262 Mission Blvd Interchange reconstruction: construction begins on Phase 1B/2 (Nov 2011)	*Economic vitality* • Local funding for local projects that create local jobs *Community benefit* • Less congestion, improved traffic flow *Best value for public funds* • Leverage local funding ($3.5M) to maximize external funding ($149M).	Story in Jan 2012 e-newsletter: overview of benefits of interchange/HOV work to-date; projections of future benefits.				LinkedIn/Facebook/Twitter posts: point to video clips.	Central County Regional Transportation Forum ("Building for the Future"): presentation Video clips of I-880/SR-262 presentation at Central County Forum.	Updated fact sheet – outlining facts (in present fact sheet format) and adding benefits of project.		Mid-Jan 2012	
(S) Route 84 connector between I-880 and Mission Blvd: groundbreaking, construction begins	*Economic vitality* • SR 84 in Fremont is a major east-west connector • Additional lanes will alleviate congestion on I-580 and I-680 and will offer alternative route choices	Photo in March 2012 e-newsletter of project or groundbreaking	Press release: start of construction, and comments on benefits of project							Feb 2012	
(C) Westgate Parkway Extension: pedestrian bridge update (significant milestone?)	*Economic vitality* • Reduces congestion so more people can shop *Community benefit* • Allows people to walk safely cross Davis St on new pedestrian bridge. *Environmental sustainability* • Reduces congestion for improved air quality and less	Story in May e-newsletter: construction update								Late-Mar or early-May 2012	

Table 6
Recommended Communications Topics and Strategies
FY2011, Third Quarter: January, February, March 2012
Transportation Drives Economic Vitality

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press releases	Articles	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
	GHG										
AGENCY TOPICS & OTHER											
Central County Transportation Forum	*Best value for public funds* • Alameda CTC incorporates a rigorous, inclusive, and community-based process to develop its programs, set its priorities, and plan for the future.		Press release: announcement & invitation			LinkedIn/Facebook/Twitter posts: invitation, follow-up, point to video clips.	Video clips of pertinent portions of presentations			Jan 2012	
Alameda CTC in central Alameda County	*Economic vitality* *Community benefit* *Best value for public funds*			Overview article for local newsletters				Fact sheet: Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on central county. Show amount of projects and money in each area.		Jan 2012	MIG

Table 7
Recommended Communications Topics and Strategies
FY 2011, Fourth Quarter: April, May, June 2012
Spring into Action: Expand Opportunities

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press Releases	Article	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
PLANNING											
Countywide Transportation Plan: final – June 2012	*Community benefit* • Expanded mobility options improve health, quality of life of Alameda Co residents. *Best value for public funds* • CWTP reflects extensive input from public to set priorities for future.	Story in May e-newsletter: continue to highlight key features of plan, include testimonials from key elected/appointed people.	Press release: CWTP; overview of key important features, new directions		Blog: Mayor Green and/or Supervisor Haggerty on finalizing the CWTP-TEP	LinkedIn/Facebook/Twitter posts about CWTP				June 2012	MIG with input from CWTP-TEP team.
Transportation Expenditure Plan: final – June 2012	*Economic vitality* • Alameda CTC creates local jobs with locally governed transportation dollars. *Best value for public funds* • Alameda CTC spends tax dollars wisely and strategically. • TEP used a rigorous, inclusive, and community-based process to help set its financial priorities.	Story in May e-newsletter: highlight percentage allocations, major benefits to Alameda Co.	Press release: (in combination with CWTP press release)			LinkedIn/Facebook/Twitter posts about TEP				June 2012	MIG with input from CWTP-TEP team.
Countywide Bicycle and Pedestrian Plans: plan adopted (est. Mar 2012)	*Community benefit* • Plan will set priorities to allow more people to walk and bike. *Forward-thinking solutions* • Planning now will accommodate the future needs and desires of Alameda County residents	Story in March e-newsletter: focus on getting out and about			Blog: Bike/ped advocate/spokes-person talking about plan	LinkedIn/Facebook/Twitter posts about plan; point followers to blog and video(s)				Late-Mar 2012	
PROGRAMMING											
Update on Paratransit	*Community benefit* • Alameda CTC supports a suite of serves to serve the spectrum of transportation needs of Alameda County residents and businesses.	Story in March e-newsletter: focus on getting out and about (seniors and disabled)					East County Transportation Forum presentation			Mid-April 2012	
Ride-Stride-Arrive (walking and	*Community benefit* • Programs allow more people to	Story in March (May?) e-								Late-Mar or early-May	

Table 7
Recommended Communications Topics and Strategies
FY 2011, Fourth Quarter: April, May, June 2012
Spring into Action: Expand Opportunities

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press Releases	Article	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
biking challenges)	walk, bike, and use transit safely, as an alternative to cars *Environmental sustainability* • More bike/ped means fewer cars with decreased emissions, improved air quality, and less GHG	newsletter: focus on getting out and about								2012	
Alameda CTC Support to Wheels & ACE in East County											
PROJECTS											
(E) Isabel Ave Rte 84/I-580 Interchange – groundbreaking	*Economic well-being* • East Alameda Co economy depends on highways to get people around and open up development opportunities. *Best value for public funds* • Alameda CTC leverages local funding to maximize external funding.	Photo of groundbreaking plus small article in May issue.	Press release: groundbreaking, focus on benefits, overview of entire I-580 corridor improvements							April 2012	
(E) I-580 project and construction update (significant milestone?)	*Economic vitality* • East Alameda Co economy depends on highways to get people around and open up development opportunities. *Best value for public funds* • Alameda CTC leverages local funding to maximize external funding.						East County Transportation Forum presentation	Updated fact sheet – outlining facts (in present fact sheet format) and adding benefits of projects.		Mid-Apr 2012	
AGENCY TOPICS & OTHER											
East County Transportation Forum	*Best value for public funds* • Alameda CTC incorporates a rigorous, inclusive, and community-based process to develop its programs, set its priorities, and plan for the future.		Press release: announcement & invitation			LinkedIn/Facebook/Twitter posts: invitation, follow-up, point to video clips.	Video clips of pertinent portions of presentations			April 2012	
Alameda CTC in eastern Alameda County	*Economic vitality* *Community benefit* *Best value for public funds*			Overview article for local newsletters				Fact sheet: Overview of projects and		April 2012	MIG

Table 7
Recommended Communications Topics and Strategies
FY 2011, Fourth Quarter: April, May, June 2012
Spring into Action: Expand Opportunities

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press Releases	Article	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
								impact ACTIA, ACCMA, and Alameda CTC has had on eastern county			
A Decade of Delivery: Measure B 2000 Makes its Mark	*Economic vitality* *Community benefits* *Best value for public funds* *Environmental sustainability* *Forward-thinking solutions*	Story in March 2012 e-newsletter: overview of past accomplishments	Press release: overview of Measure B and accomplishments		A. Dao blog: Measure B's role in promoting safety and community through good transportation	LinkedIn/Facebook/Twitter posts: point people to A. Dao blog.				March/April 2012	
Bicycle/pedestrian transportation overview	*Community benefit* • Expanded mobility options improve the health, quality of life, and community engagement of all Alameda County residents. • Programs allow more people to walk, bike, and use transit safely.							Fact sheet: overview of how Alameda CTC (and ACTIA/ACCMA) has promoted walking and bicycling throughout Alameda County.		April 2012	MIG w/input from bike/ped team
Funding for transportation maintenance (post-winter pothole repair, for example)	*Best value for public funds* • Efficient maintenance and management has enabled Alameda County to get the most out of its existing transportation system.				Blog: A. Dao (or local agency spokesperson?) giving examples of how Alameda CTC's funding has helped maintain existing transpo infrastructure.	LinkedIn/Facebook/Twitter posts: point to blog.		Fact sheet: overview of how Alameda CTC (and ACTIA/ACCMA) have funded maintenance activities that have resulted in better transportation at less cost than replacement options.	Post on Alameda CTC website	May 2012	
Beating Congestion and	*Economic vitality* • Less congestion means	May issue: comprehensiv						Fact sheet: Facts and		Jan 2012	MIG

Table 7
Recommended Communications Topics and Strategies
FY 2011, Fourth Quarter: April, May, June 2012
Spring into Action: Expand Opportunities

Topics	Key Messages	Medium								Schedule	Responsibility
		e-news	Press Releases	Article	Blogs	Social Media Posts	Videos/ Presentations	Fact Sheets	Exec Dir's Reports/ Annual Report		
Reducing Greenhouse Gases in Alameda County	increased productivity, less commute time, and reduced costs of goods and services. *Community benefit* • Less congestion has resulted in fewer accidents *Environmental sustainability* • Less congestion means less emissions, improved air quality, and less GHG	e overview of what Alameda CTC has done to reduce congestion and GHG – through a combination of projects and programs.						figures about congestion reduction and GHG targets and accomplishments.			
Program Compliance Report outcomes	*Community benefits* *Best value for public funds*				A.Dao blog: what Alameda CTC is delivering to cities and the county						
Preparatory activities for 2012 summer festivals and fairs											

Table 8 Inventory of Recommended Communications Pieces: Press Releases (target three per month)		
Topic	**Target Distribution Date**	**Responsibility for Drafting**
South County Transportation Forum: announcement and invitation	July 2011	Drafted during previous contract
Alameda CTC's first anniversary: highlights and achievements over first year	July 2011	Drafted during previous contract; need to distribute
CWC Annual Report complete and available	Aug 2011	
Draft 1 CWTP available for review; overview of key interesting features.	Sept 2011	MIG w/input from CWTP-TEP project team
(S) BART Warm Springs Extension: groundbreaking for line, track, station systems construction; story about Alameda CTC's role on project	Sept 2011	MIG w/input from Alameda CTC project manager and BART
(N) I-80 Integrated Corridor Mobility "groundbreaking" – offer photo-op of first camera being installed, new technology focus, etc	Sept 2011	MIG with input from project manager.
I-680 Sunol Express Lanes: stats from one year operation to-date of southbound lanes – focus on beneficial results.	Oct 2011	MIG with assistance from Alameda CTC project manager.
North County Transportation Forum: announcement and invitation	Oct 2011	MIG
Rte92/I-880 Interchange: construction complete, invitation to ribbon-cutting(?), project benefits	Nov(?) 2011	MIG with input from project engineer – in conjunction with Caltrans?
Alameda County voters (via poll) say "___"	Nov 2011	MIG with input from CWTP-TEP team
Caldecott Tunnel Bore Breakthrough	Nov 2011	
Draft 1 TEP complete; highlight funding priorities, big ticket items, need for continued transpo funding. Point to A.Dao video/audio-cast.	Dec 2011	MIG w/input from CWTP-TEP project team
Topic TBD	Dec 2011	
Central County Transportation Forum: announcement and invitation	Jan 2012	MIG
Hesperian/Lewelling Blvd Interchange: invitation to ribbon-cutting, announcement of project completion	Jan 2012 (est)	MIG with input from ACPWA
Agreements executed for Vehicle Registration Fee (VRF) and Measure B: best value and accountability	Jan 2012	MIG with input from Alameda CTC
CWTP-TEP approved. Highlight funding priorities, big ticket items, etc.	Jan 2012	MIG w/input from CWTP-TEP team
Compliance audits substantiated by all jurisdictions	Jan 2012	MIG w/input from Alameda CTC
(S) Route 84 connector between I-580 and I-	Feb 2012	MIG w/input from project manager

Table 8 Inventory of Recommended Communications Pieces: Press Releases (target three per month)		
Topic	**Target Distribution Date**	**Responsibility for Drafting**
680: groundbreaking, construction begins		
Topic TBD	Feb 2012	
A Decade of Delivery: Measure B 2000 Makes its Mark	Mar 2012	MIG w/input from Alameda CTC
Topic TBD	Mar 2012	
Topic TBD	Mar 2012	
East County Transportation Forum: announcement and invitation	April 2012	MIG
(E) Isabel Ave Rte 84/I-580 Interchange – groundbreaking; focus on benefits, overview of entire I-580 and Route 84 corridor improvements	April 2012	MIG w/input from Alameda CTC project manager
Topic TBD	April 2012	
Topic TBD	May 2012	
Topic TBD	May 2012	
Topic TBD	May 2012	
Countywide Transportation Plan and Transportation Expenditure Plan: final – overview of key important features, new directions	June 2012	MIG w/input from CWTP-TEP team
Topic TBD	June 2012	
Topic TBD	June 2012	

Table 9 Inventory of Recommended Communications Pieces: Blogs (Video, Audio, or Text) (target one per month)		
Topic	**Target Distribution Date**	**Responsibility**
CWTP-TEP spokesperson highlighting what is important to him/her as an Alameda County resident	Sept 2011	MIG w/input from CWTP-TEP representative/ spokesperson
Topic TBD	Nov 2011	
Spokesperson (frequent driver/user?) giving a one-year overview of I-680 express lanes and why they're a good thing for the Bay Area – focus on beneficial results.	Oct 2011	
A. Dao video/audio cast about TEP, Alameda CTC funding, etc.	Dec 2011	
CWTP-TEP spokesperson on the importance of transportation funding: what it means to people in Alameda Co (walker, biker, truck driver, building contractor, small business owner, etc.	Jan 2012	
Spokesperson (Anthony Rogers?) talking about how Alameda CTC's funding has provided invaluable support to transit in Alameda County.	Feb 2012	
Bike/ped advocate/spokesperson talking about adoption of Countywide Bicycle and Pedestrian Plans	Mar 2012	MIG w/input from bike/ped spokesperson
A. Dao on Measure B's role in promoting safety and community through good transportation	April 2012	
A. Dao (or local agency spokesperson?) giving examples of how Alameda CTC's funding has helped maintain existing transpo infrastructure.	May 2012	
Mayor Green and/or Supervisor Haggerty on finalizing the CWTP-TEP	June 2012	MIG with input from CWTP-TEP team.

Table 10 Inventory of Recommended Communications Pieces: Fact Sheets/Issue Papers (target 15 two- to four-page fact sheets)		
Topic	**Target Schedule**	**Responsibility for Drafting**
(N) I-80 Integrated Corridor Mobility project - updated fact sheet – outlining facts (in present fact sheet format) and adding benefits of project.	Sept 2011	Project Controls Team
(S) BART Warm Springs Extension: focus on Alameda CTC's part in making it happen	Sept 2011	Project Controls Team
Measure B and Economic Vitality	Sept 2011	MIG
Measure B and the Community	Sept 2011	MIG
Measure B and Public Funds	Oct 2011	MIG
Measure B and the Environment	Oct 2011	MIG
Measure B and the Future	Oct 2011	MIG
(N) Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on north county	Oct 2011	MIG
Cool Tools in Transportation: How Technology Makes the Ride Smoother (overview of intelligent transportation solutions and how they are being used in Alameda County).	Oct 2011	MIG
Economics and Finances of Transportation in Alameda County (including ACTIA/ACCMA audit results)	Nov 2011	MIG
(C) Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on central county.	Jan 2012	MIG
(C) I-880/Rte 262 Mission Blvd Interchange reconstruction	Jan 2012	Project Controls Team
Beating Congestion and Reducing Greenhouse Gases in Alameda County (facts and figures about congestion reduction and GHG targets and accomplishments)	Jan 2012	MIG
What an efficient transit system does for Alameda County.	Feb 2012	
(E) Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on eastern county	April 2012	MIG w/input from Project Controls Team
Alameda CTC Promotes Walking and Bicycling: overview of how ACTIA, ACCMA, and Alameda CTC have promoted walking and bicycling throughout Alameda County.	April 2012	MIG w/input from bike/ped team
(E) I-580 construction update (including new IC at SR-84)	April 2012	Project Controls Team
Alameda CTC's (including ACTIA/ACCMA) funding for maintenance of transportation infrastructure.	May 2012	
(S) Overview of projects and impact ACTIA, ACCMA, and Alameda CTC has had on south county	June 2012	MIG
TBD		

Table 11 **Inventory of Recommended Communications Pieces:** **Videos** (optional, depending on pilot results) **and Presentations**	
Topic	**Target Date**
South County Transportation Forum: video clips of pertinent portions (pilot program)	Sept 2011
Broadway Shuttle: Alameda CTC staff person riding Free-B line; AND/OR interview(s) with businesses downtown and uptick in weekend business from B-line.	Sept 2011
North County Regional Transportation Forum ("Transportation for the 21st Century"): presentation about I-80 Integrated Corridor Mobility project and cool tools	Oct 2011
North County Regional Transportation Forum ("Transportation for the 21st Century"): presentation about Webster Street SMART Corridor: construction underway; presentation about project and cool tools	Oct 2011
Central County Regional Transportation Forum ("Building for the Future"): presentation about East Bay Greenway	Jan 2012
Central County Regional Transportation Forum ("Building for the Future"): presentation about Hesperian/Lewelling Blvd Interchange - construction complete and ribbon-cutting ceremony	Jan 2012
Central County Regional Transportation Forum ("Building for the Future"): Rte92/I-880 Interchange: construction complete	
Hesperian/Lewelling Blvd Interchange: video clips of ribbon-cutting ceremony.	Jan 2012
Central County Regional Transportation Forum ("Building for the Future"): presentation about I-880/Rte 262 Mission Blvd Interchange reconstruction: construction begins on Phase 1B	Jan 2012
Central County Regional Transportation Forum ("Building for the Future"): presentation about overall I-580 improvements	April 2012
East County Transportation Forum presentation about paratransit	April 2012

Table 12 Inventory of Recommended Communications Pieces: E-newsletter (target bi-monthly)	
Topic	**Target Distribution Date**
CWTP Draft 1; highlight importance of planning and key features of plan	Sept 2011 – theme "Planning for the 21st Century"
TEP process; highlight importance of transportation systems and funding.	Sept 2011
Countywide Bicycle and Pedestrian Plans process & progress; overview of key recommendations and important features.	Sept 2011
Congestion Management Plan: Draft available for review	Sept 2011
I-80 Integrated Corridor Mobility project: cool tech features and benefits of project	Sept 2011
Countywide Transportation Plan: Draft 2 underway: exciting developments from October forum and workshop(s): focus on people who attended, main points raised, etc.; results of poll	Nov 2011 – theme "Transportation Values" (key message: funds spent wisely and efficiently)
Congestion Management Plan: how reducing congestion saves money	Nov 2011
Countywide Bicycle and Pedestrian Plans final draft: plan preparation; highlight a key community member (walker/cyclist?) who has input heavily to process	Nov 2011
Webster Street SMART Corridor, construction underway: focus on cool tools (signal coordination, traffic monitoring, emergency communications) being installed	Nov 2011
Rte92/I-880 Interchange: construction complete Fall 2011: construction complete, invitation to ribbon-cutting(?), project benefits	Nov 2011
ACTIA/ACCMA audit results: financial integrity, transparency	Nov 2011
Countywide Transportation Plan and Transportation Expenditure Plan approved	Jan 2012 – theme "Transportation Drives Economic Vitality" (key message: local money, local projects, local jobs)
Compliance audits substantiated by all jurisdictions	Jan 2012
Overview of STIP funding process, Alameda CTC advocacy	Jan 2012
Hesperian/Lewelling Blvd Interchange: construction complete and ribbon-cutting ceremony	Jan 2012
I-880/Rte 262 Mission Blvd Interchange reconstruction: overview of benefits of interchange/HOV work to-date; projections of future benefits.	Jan 2012
Countywide Bicycle and Pedestrian Plans: plan adopted: focus on getting out and about	March 2012 – theme "Spring into Action" (key message: community well-being)
Agreements executed for Vehicle Registration Fee (VRF) and Measure B	March 2012
A Decade of Delivery: Measure B 2000 Makes its Mark (overview of past accomplishments)	March 2012
(S) Route 84 connector between I-580 and I-680: photo plus caption of groundbreaking, construction begins	March 2012
Update on paratransit: focus on getting out and about (seniors and disabled)	March 2012
Improving transit in Alameda County: transit still robust and important and a great way to get out and about.	March 2012

Table 12 Inventory of Recommended Communications Pieces: E-newsletter (target bi-monthly)	
Topic	**Target Distribution Date**
(C) East Bay Greenway: focus on getting out and about	March 2012
Ride-Stride-Arrive (walking and biking challenges): focus on getting out and about	May 2012 – theme "Expanding Opportunities" (key message: suite of services that serves spectrum of needs)
(E) Isabel Ave Rte 84/I-580 Interchange – groundbreaking photo	May 2012
(C) Westgate Parkway Extension: pedestrian bridge update (significant milestone?)	May 2012
Countywide Transportation Plan, final: continue to highlight key features of plan, include testimonials from key elected/appointed people.	May 2012
Transportation Expenditure Plan, final: highlight percentage allocations, major benefits to Alameda Co.	May 2012
Reducing Greenhouse Gases in Alameda County: overview of what Alameda CTC has done to reduce congestion and GHG – through a combination of projects and programs.	May 2012
Bike-to-Work Day photos	May 2012
Preparation for July e-newsletter (new FY)	June 2012

7.0 Performance Measures

Measuring the efficacy of the communications program – by qualitative or quantitative criteria – will help prioritize the communications activities and will provide valuable feedback for future communications programs. Performance measures are traditionally tied to project goals. Several of the strategic communications goals presented in Section 2.0 are conceptual and do not lend themselves to measurement. Others are measurable, as presented in Table 13.

Table 13
Performance Measures

Strategic Communications Goal	Performance Measures
3. Offer a steady stream of relevant, engaging, and pertinent information to targeted audiences through a variety of communications mechanisms.	As outlined in Tables 4 through 12, prepare and issue approximately: • Up to three press releases per month • Six (bi-monthly) e-newsletters • Monthly blog postings (once tool is activated) • Fifteen fact sheets • Several presentations and videos (3-5) • Several public service announcements (3-5) • Op-Eds pieces (1-2)
4. Expand Alameda CTC's existing communications mechanisms to encompass feedback- and interaction-based tools (social media).	• By the end of the fiscal year, have approximately 300 "followers" to Alameda CTC's Facebook/LinkedIn/Twitter presences.
7. Build, expand, and sustain relationships with key agency partners, stakeholder groups, advocates, community members, and media outlets to promote mobility.	• Develop and distribute approximately six short articles that partners and organizations can include in their respective newsletters and/or websites. • Advance relationships with key stakeholders within the diverse ethnic communities in Alameda County through translation and cultural adaption of select core materials for non-english speaking audiences.
8. Reach, inform, educate, and engage a wide spectrum of Alameda County residents and business representative of the county's demographic profile.	• Double the number of individuals in the Alameda CTC Constant Contact database that will receive the bi-monthly newsletter (and other communications, as appropriate), reflecting the diversity of Alameda County. • Conduct a pilot program to evaluate the feasibility of broadcasting portions of each quarterly transportation forum on the website via taped and archived videos.

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Brand Guidelines and Graphic Style Guide

ALAMEDA County Transportation Commission

DRAFT 10.05.11

contents

Overview 2

Brand Strategy and Messaging 3
- Vision 3
- Key Messages 3

Implementation 4
- The Benefits of Using this Guide 4
- How to Implement the Brand 4

Brand Assets 5
- Logo 5
- Proper Use 5
- Color Palette 5
- Minimum Size 5
- One Color 6
- Black and White. 6
- Typography 6

Sample Templates 7
- Fact Sheet (front and back) 8
- White Paper (front and interior) 10
- Report (cover and interior spread) 13
- Brochure 15
- Flyer (front, interior spread, back) 16
- CWC Annual Report (front and interior) 18
- Newsletter (online) 20
- Newsletter (PDF) 21
- PowerPoint Presentation 22
- Memo (Word doc) 23
- Display 24
- Website. 25
- Annual Report (cover and interior spread) 26

overview

Transportation plays a critical role in the life of every resident.

Whether riding along a bike path, driving on local streets or major highways, or commuting via BART or AC Transit, the transportation projects and programs of the Alameda County Transportation Commission (Alameda CTC) impact and enhance the mobility of every Alameda County resident and business.

In July 2010, Alameda CTC held its first Board meeting enacting the merger of the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Agency (ACTIA), creating a joint powers authority whose 22 members include the 14 Alameda County cities, the County of Alameda, AC Transit, BART, ACCMA and ACTIA.

Publically, this merger has created a new brand identity—one new agency name, one integrated mission, and a new logo.

Presenting a consistent brand presence—visually through logo use, branded look and feel, and with language and brand messaging—connects and attributes the projects, programs, work and achievements of this newly merged entity to the Alameda CTC.

These guidelines are intended to establish and promote the continuity of the Alameda CTC brand.

brand strategy and messaging

VISION

Alameda CTC's mission is to plan, fund and deliver transportation projects and programs that expand access and improve mobility to foster a vibrant and livable Alameda County. The brand vision is similarly aspirational. It conveys dynamism, empowerment, innovation and a value for delivering effective service throughout the County.

KEY MESSAGES

The key messages of the Alameda CTC support the brand vision and are reinforced in various ways and at various levels through effective brand implementation. The key messages for the Alameda CTC brand include:

- **Vitality** – The brand reflects the agency's efforts to support and stimulate the County economy by moving people and freight, attracting businesses, strengthening tourism and creating jobs through transportation dollars.
- **Community** – The brand champions community by advocating and developing mobility options and infrastructure to promote community engagement and services to serve the needs of Alameda County residents.
- **Value** – The brand reinforces the strategic and efficient use of public funds to increase positive outcomes and maximize project and program effectiveness.
- **Sustainability** – The brand conveys the agency's value for the environment—highlighting its work to improve safety, reduce congestion, improve air quality, and reduce greenhouse gases.
- **Forward-thinking** – The brand is innovative and future-minded. Alameda CTC is at the forefront of transportation technology, advocates for state and federal legislation, and plans for predicted demographic changes and future County needs.

implementation

This graphic style guide provides a foundation for clear and consistent communication of the agency's identity. It includes required logo usage and graphic standards for color, typography, and branded elements that reinforce brand consistency and strength. Also included are sample templates for common communications applications. These guidelines have been carefully developed through detailed consideration of many factors—both functional and aesthetic.

THE BENEFITS OF USING THIS GUIDE

The purpose of these style guidelines is to help achieve a consistent and coordinated visual identity in business, advertising and marketing materials for the Alameda CTC.

The uniform use of the Alameda CTC brand assets (logo, fonts, color palette and branded elements) will enhance the recognition and maximize the agency's investment in marketing and media placement. These guidelines are not intended to inhibit creativity or to increase the difficulty of production, but rather are provided to assist in communicating a consistent and positive identity for Alameda CTC.

HOW TO IMPLEMENT THE BRAND

The Alameda CTC brand (logo, fonts, colors, branded elements) may be used by all Alameda CTC staff members and consultants involved in producing materials for internal and external communications.

The guide will assist staff members and graphic artists in bringing a consistent look and feel to all collateral materials.

To ensure success, all business and marketing materials created for Alameda CTC must comply with the style guidelines provided in this document.

brand assets

The assets, which make up the Alameda CTC brand, are the logo, tagline, fonts and color palette. The following pages set forth guidelines for using these components consistently and correctly.

THE LOGO

The logo was developed to brand the Alameda CTC with a strong, memorable identity. It represents a number of qualities that the commission embodies, including strength, organization and fluidity. The "swooshes" signify movement/mobility, efficiency and innovation; while the multi-color palette represents diversity not only of transporation options, but of the county as a whole.

PROPER USE OF THE LOGO

The preferred usage of the the Alameda CTC logo is always full color on a white background (Figure 1). The logo may be used against a color background, using only colors from the required color palette (see below); provided the background is at least 50% of full color.

THE COLOR PALETTE

A Pantone® color palette has been selected to create a distinctive look for Alameda CTC materials (Figure 2). Process CMYK color builds of the Pantone® colors are acceptable for print. RGB color builds may be used for monitor viewing. CMYK and RGB values are listed below.

Pantone® Color	*C - M - Y - K*	*R - G - B*
2945	10 - 45 - 0 - 14	0 - 105 - 170
145	0 - 45 - 100 - 8	229 - 142 - 26
187	0 - 100 - 79 - 20	196 - 18 - 48
562	85 - 0 - 50 - 31	0 - 133 - 118
299	85 - 19 - 0 - 0	0 - 157 - 220
123	0 - 24 - 94 - 0	255 - 196 - 37

MINIMUM SIZE

The logo should be no smaller than 3/4" in height by 7/8" in length (Figure 3).

FIGURE 1

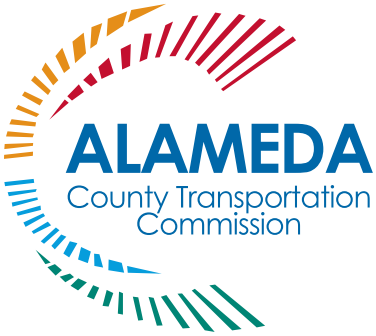

FIGURE 2

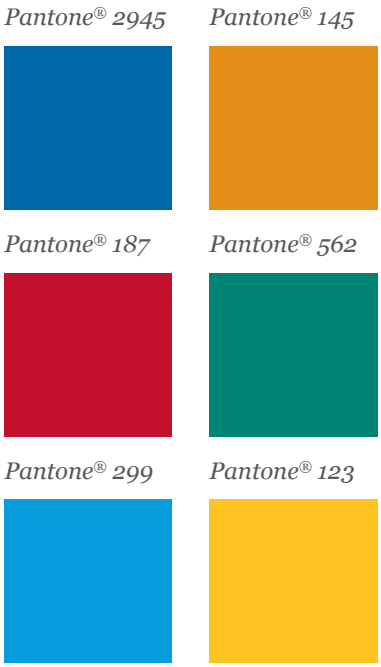

FIGURE 3

THE LOGO IN ONE COLOR

The logo can be displayed in one color, against a white background using a color from the required color palette (EXCEPT Pantone® 123) or black (Figure 4). One color logos should always appear against a white background.

THE LOGO IN BLACK AND WHITE

If the logo is to be printed in black and white only, two variations (besides 100% black) are also acceptable (Figure 5) — 50% logo on white background or white logo on black background.

TYPOGRAPHY

The preferred fonts for use in all Alameda CTC materials is Century Gothic (sans serif) and Georgia (serif). Publications destined for outside audiences should use 12pt font size and accessibility audiences require 14pt.

Century Gothic Regular
abcdefghijklmnopqrstuvwxyz
1234567890

Century Gothic Italic
abcdefghijklmnopqrstuvwxyz
1234567890

Century Gothic Bold
abcdefghijklmnopqrstuvwxyz
1234567890

Century Gothic Italic
abcdefghijklmnopqrstuvwxyz
1234567890

Georgia Regular
abcdefghijklmnopqrstuvwxyz
1234567890

Georgia Italic
abcdefghijklmnopqrstuvwxyz
1234567890

Georgia Bold
abcdefghijklmnopqrstuvwxyz
1234567890

Georgia Italic
abcdefghijklmnopqrstuvwxyz
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An acceptable substitution for Century Gothic for use on the web or in email marketing, is the Verdana font.

Verdana Regular
abcdefghijklmnopqrstuvwxyz
1234567890

Verdana Italic
abcdefghijklmnopqrstuvwxyz
1234567890

Verdana Regular
abcdefghijklmnopqrstuvwxyz
1234567890

Verdana Italic
abcdefghijklmnopqrstuvwxyz
1234567890

FIGURE 4

FIGURE 5

50% logo on white background

white logo on black background

sample templates

The Alameda CTC collateral templates should meet the needs of most print or online projects. While these templates are flexible, it is very important that brand integrity is preserved. Please adhere to the logo usage, color palette, typography and branded elements guidelines previously discussed in this document.

- Fact Sheet
- White Papers
- Report
- Brochure
- Flyer
- CWC Annual Report
- Newsletter (online)
- Newsletter (PDF)
- PowerPoint Presentation
- Memo (Word doc)
- Display
- Website
- Annual Report

These graphic guidelines when carried to an extreme can hamper creativity and result in a look that is too uniform to be effective or hold its appeal over time. The header (blue/orange bar with the logo) is the consistent element throughout all templates and should remain unchanged, but other elements can be modified using the parameters of the brand assets guidelines. Please use no more than four colors per page on any given document and, when making layout choices, consider the desired final print and electronic format. Possible layout modifications include:

- use of a different color in small and large color blocks
- use of a different color for side bars
- switching placement of photos and color blocks on a report cover
- changing font color or type, as per brand assets
- using posterized photo treatments as shown on Annual Report sample

Project/Program Fact Sheet (front) – Provides an overview of a specific Alameda CTC project or program. May include tables, charts, graphs and maps to detail budgets, schedules, etc.

SUBHEAD TITLE HERE

Program Fact Sheet

PROJECT SPONSOR
Micheal Pope Executive Director
Alzheimer's Services of the East Bay 2320 Channing Way
Berkeley, CA 94704
Tel: (510) 644-8292
Fax: (510) 540-6771
micheal@aseb.org

PROJECT UPDATE
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PROJECT STATUS
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To find out more about the program, please contact the Project Sponsor.

Program Title Goes Here

Project Number: ACTIA XXXXX | July 2011

Project Highlights

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Project/Program Fact Sheet (back)

Program Fact Sheet

Project Title Goes Here | Project Number: ACTIA XXXXX | July 2011

PROJECT COST ESTIMATE	
Cost Estimate by Phase ($ x 1,000)	
Scoping	$ XXX
PE/Environmental	$ XXX
Final Design (PS&E)	$ XXX
Right-of-Way	$ XXX
Utility Relocation	$ XXX
Construction	$ XXX
Equipment Purchase	$ XXX
TOTAL EXPENDITURES	**$ XXX**

PROJECT COST FUNDING	
Cost Estimate by Phase ($ x 1,000)	
Scoping	$ XXX
PE/Environmental	$ XXX
Final Design (PS&E)	$ XXX
Right-of-Way	$ XXX
Utility Relocation	$ XXX
Construction	$ XXX
Equipment Purchase	$ XXX
TOTAL EXPENDITURES	**$ XXX**

PROJECT SCHEDULE								
Project Phase	*Beg-End MM/YY*	*2010*	*2011*	*2012*	*2013*	*2014*	*2015*	*2016*
Scoping								
PE/Environmental								
Final Design (PS&E)								
Right-of-Way								
LTSS Contract								
Construction								
Equipment Purchase								

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1333 Broadway, Suites 220 & 300 • Oakland, CA 94612 • (510) 208-7400 • www.AlamedaCTC.org

ALAMEDA County Transportation Commission

White Paper/Issue Paper (4 pages) – Provides timely updates for internal and external distribution. Less promotional in nature, more business-based. Includes descriptive text, and can include charts and tables.

White Paper

Transportation and the Environment | 09/07/11

The 1.5 million people of Alameda County rely on an array of transportation systems, including 6 of the 10 most heavily congested freeway corridors in the Bay Area. Transportation is linked with greenhouse gas (GHG) emissions and the impact of these pollutants is staggering.

Worldwide effects are seen as a result of an environment affected by human development - from changes in migratory bird patterns, to decreasing crop yields, to earlier snowmelt and significant reductions in snowpack--stressing our reservoir systems, to increased wildfire potential—our environment is transforming rapidly before our eyes. 1These ill effects are long term and significant; health problems related to environmental stressors are rising in Alameda County at an alarming rate. In fact, 23.6% of children ages 5 to 17 in Alameda County suffer from asthma, which is an even higher percentage of children with asthma than in the Greater Bay Area and for the state of California (18%).2 According to the CDC, air pollution, especially particulates in the air from vehicle emissions, has been linked to asthma rates and hospital visits.3

MAKING THE CASE FOR MEASURE B

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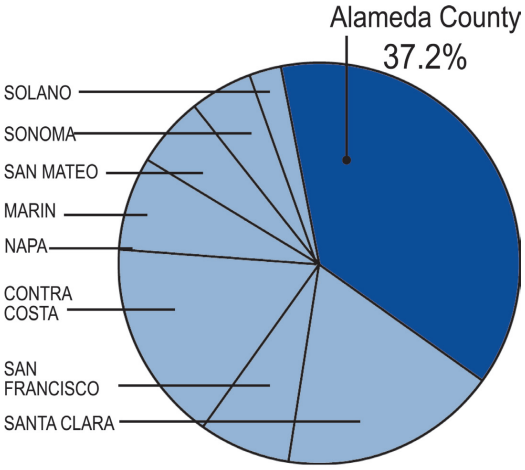

Percentage of Traffic Delay

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Updated July 27, 2011

(continued on reverse side)

White Paper/Issue Paper (interior spread) – Adherence to Alameda CTC graphic standards is especially encouraged for publications that are not professionally designed. This template offers a simple two column format with photos and graphics fitting either one or two columns wide. Sidebars may be used (see next page) if they fit within one column.

White Paper Title

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4 | ALAMEDA CTC

White Paper Title

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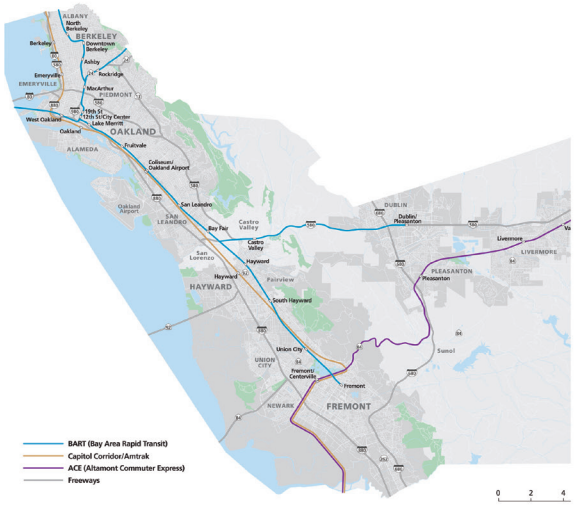

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WHIE PAPER TITLE | 5

White Paper/Issue Paper (back)

White Paper

Transportation and the Environment | 09/07/11

SUBTITLE

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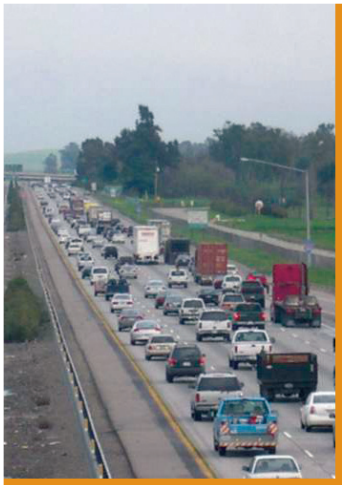

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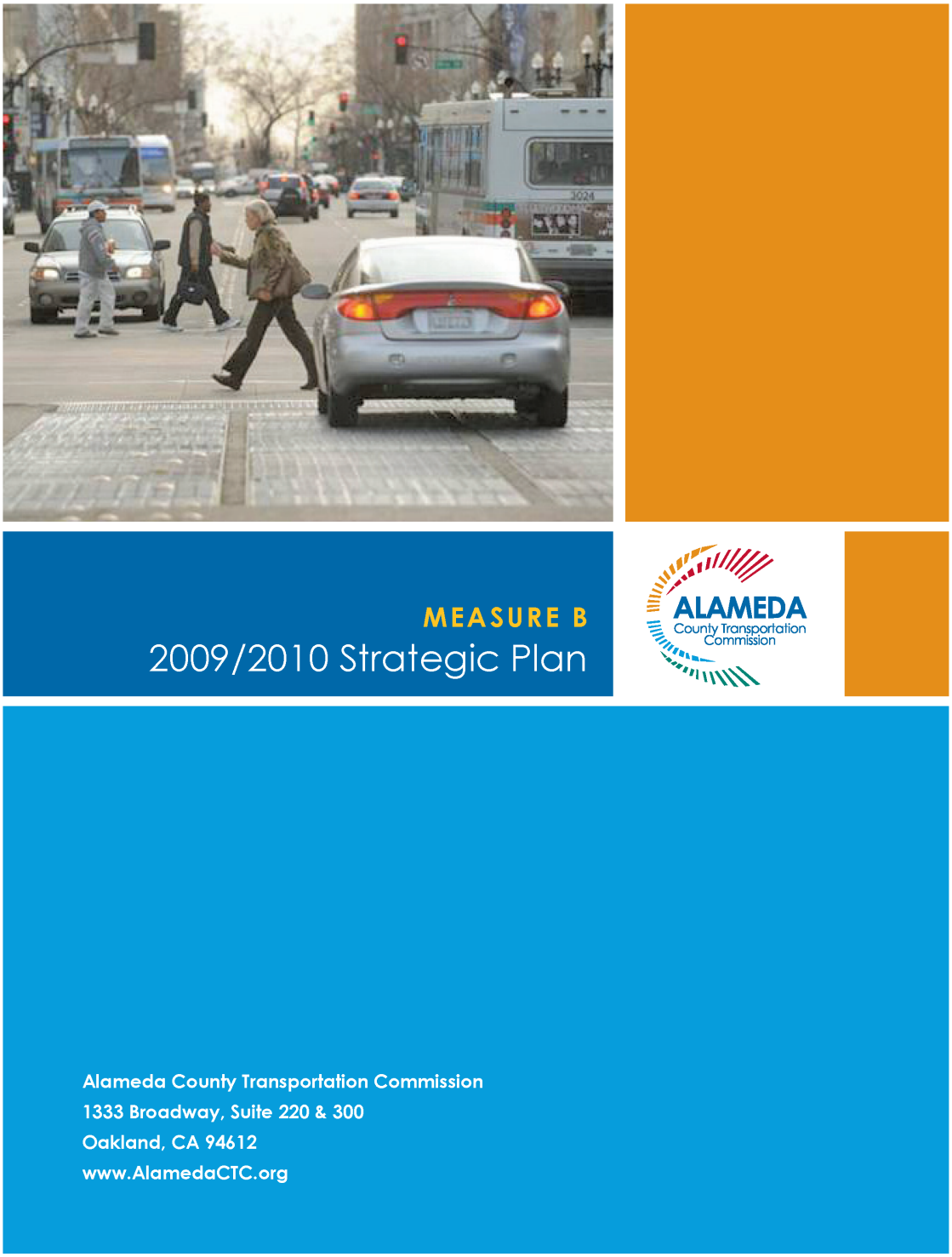
1333 Broadway, Suites 220 & 300 • Oakland, CA 94612 • (510) 208-7400 • www.AlamedaCTC.org

Report (cover) – Represents the contents of a multi-page report, summary or strategic plan. New photos and color variations are encouraged, using the color palette on page 5.



Report (interior spread) – Contents of a multi-page report, summary or strategic plan, that rely mostly on text, diagrams, maps etc. Communicate information clearly by using the report interior template. Photos may be added, but it is preferred that it not interrrupt the flow of content.

Report Chapter Title

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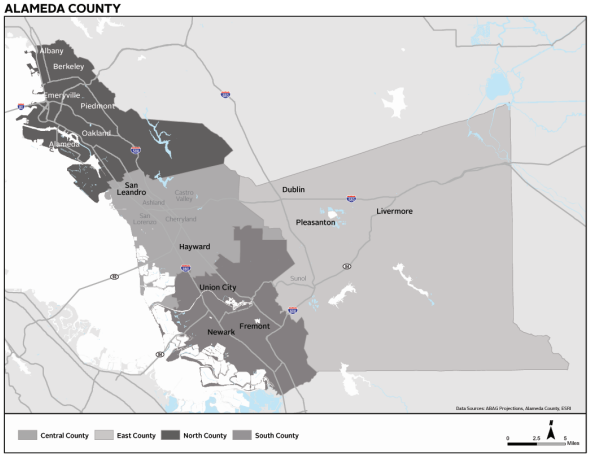
4 | ALAMEDA CTC

Report Chapter Title

ALAMEDA COUNTY



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REPORT TITLE | 5

Brochure – Provides general or introductory information about Alameda CTC, its projects, programs or other aspects of its mission. Typically, a tri-fold or 4-panel barrel-fold format.

Flyer – Promotes an Alameda CTC activity, event or group. Typically includes date, time, location, key agenda items and topics.

You are invited!

ALAMEDA COUNTY

Transportation for the 21st Century

Thursday, October 20, 2011

Alameda CTC Offices
1333 Broadway, Suite 300, Oakland, CA 94612
For Transit Access Information call 511 or visit 511.org

Come hear about North County Projects and Programs:

- Regional and Countywide Transportation Planning Activities Update
- Countywide Bicycle and Pedestrian Program Update
- Free Shuttle Programs
- I-80 Integrated Mobility Corridor Project Update
- East Bay Rapid Bus Transit Update
- I-880 High Occupancy Vehicle (HOV) Lanes Update
- BART Oakland Airport Connector

Join us!

5:30 – 6:30 p.m.
Citizens Advisory Comittee Meeting
This meeting is open to the public

6:30 – 7:00 p.m.
Open House and refreshments

7:00 – 8:30 p.m.
Formal Presentations will be held on all featured projects and programs with an open Q & A period

Flyer – (back) Use of photos is always encouraged, but readable text takes priority, especially on projects destined for outside audiences.

North County Transportation Forum

Transportation for the 21st Century | Thursday, October 20, 2011

Presentations

- **Regional and Countywide Transportation Planning Activities Update:** Planning activities are underway to create a vibrant and livable Alameda County through a connected and integrated multi-modal transportation system that promotes sustainability, access, transit operations, public health and economic opportunities.
- **Countywide Bicycle and Pedestrian Program Update:** Hear about the countywide efforts to get more people walking and biking.
- **Free Shuttle Programs – Free Bee on Broadway and Emeryville Free-8-to-Shuttle:** Learn about the free shuttle programs funded with Measure B half-cent sales tax and the Transportation Fund for Clean Air.
- **I-80 Integrated Mobility Corridor Project Update:** The Interstate 80 Integrated Corridor Mobility (ICM) Project will integrate the transportation management systems of the I-80 corridor and the San Pablo Avenue corridor in Alameda and Contra Costa Counties. The project will employ State-of-the-Practice Intelligent Transportation System (ITS) tools to improve safety, mobility and trip reliability for all users.
- **East Bay Rapid Bus Transit Update:** The project involves planned improvements to bus stations, shelters, lighting, signalization and other related enhancements. The project also involves purchasing buses. The planned improvements are intended to enhance bus reliability and to reduce travel time.
- **I-880 High Occupancy Vehicle (HOV) Lane Update:** The project will widen the southbound I-880 mainline from Hegenberger to Marina Boulevard for a High Occupancy Vehicle (HOV) lane and will reconstruct the Davis Street and Marina overcrossings to accommodate the HOV lane and provide standard vertical clearance over the freeway.
- **BART Oakland Airport Connector:** The BART Oakland Airport Connector (OAC) will provide a 3.2 mile Automated Guideway Transit (AGT) system to connect the BART Coliseum Station to the Oakland International Airport.

Speakers' Bureau

Upon request, Alameda CTC staff will provide special presentations tailored to groups interested in projects, programs and updates. Call (510) 208-7400 for details or to schedule.

Interpretation Services

Please contact Alameda CTC by October 14 to request an interpreter.

如需要求Alameda CTC提供的中文翻譯服務，請在10月14日之前致電（510）208-7400。

Para solicitar servicios de interpretación, por favor llame Alameda CTC antes del 14 de octubre. Teléfono (510) 208-7400.

Alameda CTC Members

The Alameda County Transportation Commission includes representation by all 14 jurisdictions in Alameda County, the Alameda County Board of Supervisors, AC Transit and BART. Members of the Alameda CTC are as follows:

Chair: Mayor Mark Green, City of Union City
Vice Chair: Supervisor Scott Haggerty, BOS District 1

JURISDICTION	MEMBER
Alameda County, District 1	Supervisor Scott Haggerty
Alameda County, District 2	Supervisor Nadia Lockyer
Alameda County, District 3	Supervisor Wilma Chan
Alameda County, District 4	Supervisor Nate Miley
Alameda County, District 5	Supervisor Keith Carson
City of Alameda	Vice Mayor Rob Bonta
City of Albany	Mayor Farid Javandel
City of Berkeley	Councilmember Laurie Capitelli
City of Dublin	Mayor Tim Sbranti
City of Emeryville	Councilmember Ruth Atkin
City of Fremont	Vice Mayor Suzanne Chan
City of Hayward	Councilmember Olden Henson
City of Livermore	Mayor Marshall Kamena
City of Newark	Councilmember Luis Freitas
City of Oakland	Councilmember Larry Reid
City of Oakland	Councilmember Rebecca Kaplan
City of Piedmont	Vice Mayor John Chiang
City of Pleasanton	Mayor Jennifer Hosterman
City of San Leandro	Councilmember Joyce Starosciak
City of Union City	Mayor Mark Green
AC Transit	Director Greg Harper
BART	Director Tom Blalock

Alameda CTC Offices • 1333 Broadway, Suites 220 & 300, Oakland, CA 94612 • Phone (510) 208-7400

Citizens Watchdog Committee (CWC) Annual Report (front) – Multiple page Annual Report about the progress of Measure B funded programs and projects and the appropriate use of the funds.

July 2011

CITIZENS WATCHDOG COMMITTEE 9th ANNUAL

Report to the Public

INSIDE

Merger of ACTIA and ACCMA 2
The Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) have merged to become the Alameda County Transportation Commission.

CWC Activities 3
A major role of the CWC is to keep the public informed about the progress of Measure B-funded programs and projects and the appropriate use of the funds.

The Future of Transportation 5
If the Countywide Transportation Plan appears on the 2012 ballot, as anticipated, it will require a two-thirds majority of Alameda County voters to pass.

Projects and Programs 7
Alameda CTC allocates Measure B funds, minus administrative costs, through two methods: 60 percent to local jurisdictions for programs and 40 percent to capital projects.

Citizen's Watchdog Committee

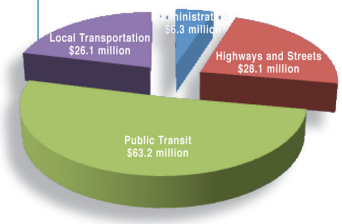
Report on Measure B Sales Tax Activities

TOTAL ACTIA MEASURE B revenues for the fiscal year 2009-2010 (FY 09-10) were $105.1 million, including sales tax revenues of $95.6 million. Audited expenditures for the same year totaled $123.7 million, including $6.3 million for administration, $28.1 million for highways and streets, $63.2 million for public transit and $26.1 million for local transportation. Although the economic decline that began in 2008 resulted in lower revenues in FY 09-10, Alameda CTC has increased its sales tax revenues budget projection by $12 million for FY 10-11 from $90 million to $102 million, based on updated Board of Equalization projections. This change will have a positive effect on many of the projects and programs funded by the Measure B half-cent sales tax.

As of March 31, 2011, the ACTIA Measure B fund balance was $112.3 million, all of which is currently committed to capital projects and program expenditures. Ihiliquatem con repta doluptatibus qui oditati blataecum harum fugiatis ipiciat occum, optatur, ullab

Financials At-a-Glance

FY 09-10 Expenditures: Total $123.7 Million



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CWC Annual Report (interior)

9th ANNUAL CITIZENS WATCHDOG COMMITTEE REPORT TO THE PUBLIC | JULY 2011

Sidebar Title

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CWC Activities

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2 | ALAMEDA COUNTY TRANSPORTATION COMMISSION

Newsletter (online) – Shares multiple news items and updates from Alameda CTC and/or other projects, programs or entities within. Distributed as email marketing with articles, images and graphics—as well as live links to relevant details and background information.

Having trouble viewing this email? Click here

TRANSPORTATION NEWS

ALAMEDA CTC REPORTS

SEPTEMBER 2011

IN THIS ISSUE

Shaping the Future of Transportation
Join Us at one of our Community Workshops!
Additional Transportation Plan Update
Projects Update
Join Us at the North County Transportation Forum
Program and Programming Updates: Programs for the 21st Century
Alameda CTC Out in the Community
Community Involvement
Stewart Ng Named Deputy Director of Projects and Programming
Business Corner

Calendar of Events

Listings are shown in alphabetical order. All meetings held at Alameda CTC office, 1333 Broadway, Suite 300, Oakland, unless otherwise indicated. Please visit the Alameda CTC calendar webpage for the latest information.

Alameda CTC Board Meeting
October 27, December 1
3:00 – 5:00 p.m.

Alameda County Technical Advisory Committee Meeting (ACTAC)
October 4, November 1
1:30 – 3:30 p.m.

Association of Pedestrian and Bicycle Professionals Webinar
October 19—Topic: Multimodal Level of Service
November 16—Topic: Parking: Buffers, Bikes

EXECUTIVE DIRECTORS MESSAGE

Transportation for the 21st Century

Welcome to this edition of Alameda CTC Reports, showcasing exciting and important transportation plans, projects and programs happening around our county. Transportation is a central part of our lives that we often take for granted. Daily, we rely on our systems of transit, highways, roads, bike lanes, paths and trails for economic vitality, recreation, health and social connection. At Alameda CTC, we are busy planning, funding and delivering these systems for the 21st century.

This fall, as part of the Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP) process, Alameda CTC invites the public to help determine the specific "transportation packages" of capital projects and program expenditures that will support both population growth and quality of life for Alameda County. This is part of a ground-breaking regional effort brought about by Senate Bill 375, Sustainable Communities Strategy. Both the CWTP and the Bay Area's Regional Transportation Plan (RTP) will consider how land use and transportation can be developed to grow our region in intelligent ways that help stimulate our economy, preserve our environment and support our communities.

A couple of important events are just around the corner: The first week of October marks International Walk and Roll to School Week, an opportunity for children and their parents to experience Alameda CTC's Safe Routes to School Program in action. And, on October 20, we will host our quarterly Transportation Forum, which offers county residents a chance to learn more about the transportation projects, plans and programs under way in North County.

Newsletter (PDF version) – A letter-size version of the online newsletter, available in a PDF format that can be downloaded and printed (if desired) by the user.

TRANSPORTATION NEWS

ALAMEDA CTC REPORTS

September 2011

INSIDE

Shaping the Future of Transportation 2
Learn more about the Alameda Countywide Transportation Plan.

Additional Transportation Plan Update 3
Find out how the Alameda CTC is preparing for our transportation future.

Projects Update 4
Get the latest news on projects.

Program and Programming Updates: Programs for the 21st Century 6
Alameda CTC funded programs are going places.

Business Corner: Upcoming Contracting Opportunities 8
Learn about upcoming contracting opportunities with Alameda CTC.

Executive Director's Message

Transportation for the 21st Century

WELCOME TO THIS EDITION OF ALAMEDA CTC REPORTS, showcasing exciting and important transportation plans, projects and programs happening around our county. Transportation is a central part of our lives that we often take for granted. Daily, we rely on our systems of transit, highways, roads, bike lanes, paths and trails for economic vitality, recreation, health and social connection. At Alameda CTC, we are busy planning, funding and delivering these systems for the 21st century.

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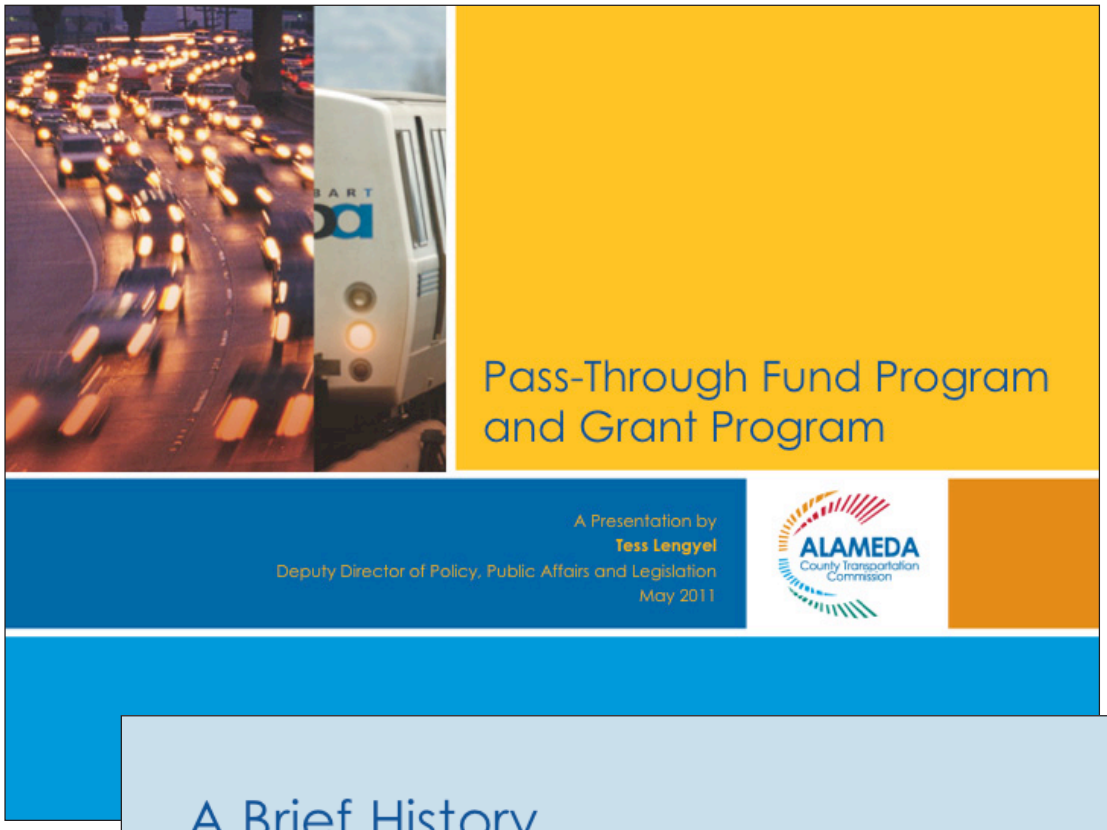
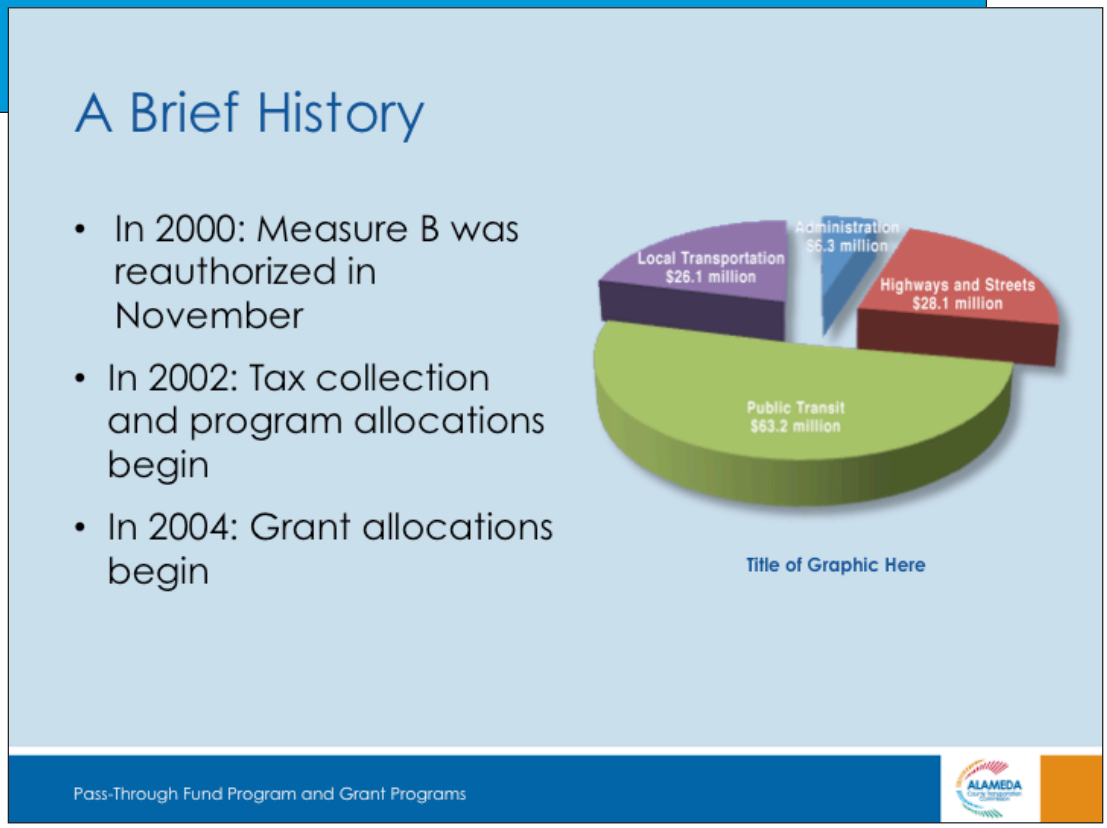
Lastly, **we are pleased to welcome Stewart Ng** to the agency as our new Deputy Director of Projects and Programming. We hope you'll join us this fall—share your opinions on the future of transportation at a public workshop, walk or ride to school (and work) as part of Walk and Roll to School Week, or attend our Transportation Forum. In a very real way, at Alameda CTC the future is now!

(continued next page)

PowerPoint Presentation – Presents a branded look so all presentations made and information shared by Alameda CTC visually connect to the agency. Font sizes must be ample enough for easy reading when presentation is distributed as a handout.





Memo (Word doc) – Presents a simple template attributing Alameda CTC-authored communications and information to the agency.

Memorandum

PPLC Meeting 07/11/11 • Attachment xx

To: Planning, Policy and Legislation Committee (PPLC)

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

Date: July 11, 2011

Subject: **Update on Pass-through Fund Agreements**

Recommendation
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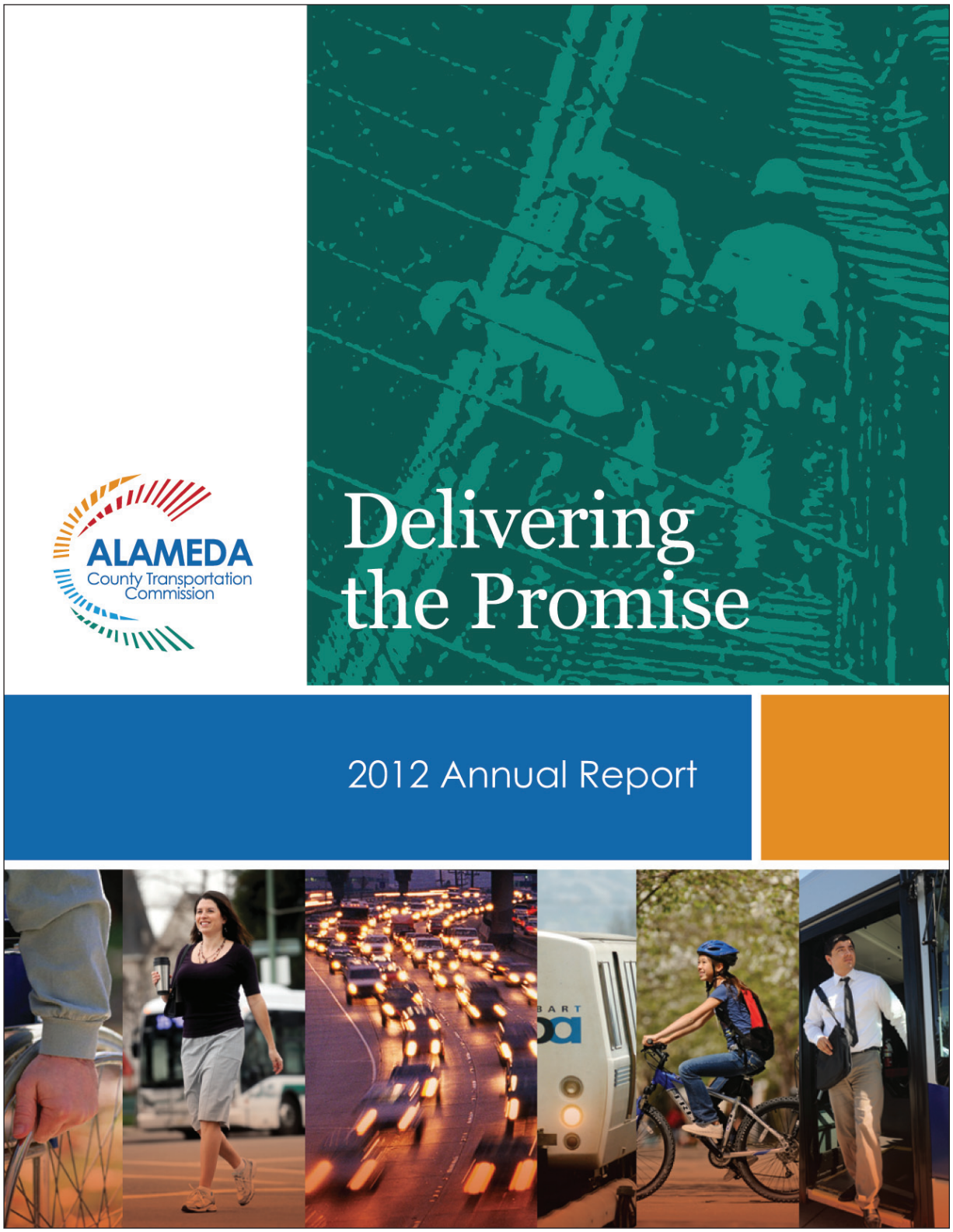
Attachments

1333 Broadway, Suites 220 & 300 • Oakland, CA 94612 • (510) 208-7400 • www.AlamedaCTC.org

Display – Promotes and gives an overview of the agency and/or its projects, programs and activities as a tabletop display or booth placed prominently at events, exhibitions or tradeshows. Minimum height for display boards: 3 feet for tabletop displays; 6 feet for free-standing displays. (A triptych is shown here.)

Website – Presents an online overview of Alameda CTC and a reference point for all agency projects, programs and activities. Opportunity to promote agency and specifics by publishing links to the site.

Annual Report (cover) – A more sophisticated treatment is necessary for an annual report, typically targeted to officials, politicians and stakeholders.



Annual Report (interior spread)

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Alameda County Transportation Commission
1333 Broadway, Suite 300
Oakland, CA 94612
www.AlamedaCTC.org

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Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type	Meeting Time	# Attend	Speaker	Meeting Status
7-Jul-11	**Alameda County Fair**	**Alameda County**	Pleasanton Fairgrounds	G - General	11:00 - 4:00 p.m.	10,000+	LB	Confirmed
12-Jul-11	**BOC Public Invitation Event (Professional Services and Contruction)**	**Business Outreach Committee**	MTC Auditorium 101 8th Street	B - Business	2: 00 p.m. to 5:00 p.m.	250+	LB/JF	Confirmed
15-Jul-11	**Healthy Living Festival**	**USOAC**	Oakland Zoo: 9777 Golf Links Road	G - General	8-2 PM	500+	KP	Confirmed
20-Jul-11	**APBP Webinar: Crosswalk Policies, Designs and Signals**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	G - General	12:00pm - 1:00pm	25	n/a	Confirmed
21-Jul-11	**South County Transportation Forum**	**Ruggeiri Senion Center**	33997 Alavarado Niles Road	G - General	5:30 pm to 8:30 pm	50+	ALL	Confirmed
23-Jul-11	**Day of Awareness Health Fair**	**North Oakland Missionary Baptist Church**	1060 32nd Street, Emeryville, CA	G - General	1:00 - 5:30 p.m.	100+	KP	Confirmed
28-Jul-11	**Calmentor Quarterly Meeting**	**Caltrans**	111 Grand Avenue, Oakland, CA 94623 (15 Floor - Room	B - Business	1:00 - 3:00 pm	50+	LB	Confirmed
August 6-7, 2011	**Fremont Festival of the Arts**	**Fremont**	Located on State Street, between Capitol and Beacon Street	G - General	10:00 am to 6:00 pm	385,000+	LB/KP	Confirmed
8-Aug-11	**Alameda County Commission on Aging Meeting**	**Alameda County Commission on Aging**		S_PWD - Senior Center and People with Disabilities	9:30 - 11:30 a.m.	10+	NA	Confirmed
10-Aug-11	**10th Annual Healthy Aging Fair**	**Alameda County Advisory Commission on Aging**	Chabot College Cafeteria (25555 Hesperian	S_PWD - Senior Center and People with Disabilities	10:00 - 2:30 p.m.	500+	KP	Confirmed
17-Aug-11	**APBP Webinar: Designing and Retrofitting Bridges for Active Transportation**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	G - General	12:00pm - 1:00pm	25	n/a	Confirmed
18-Aug-11	**UC Berkeley Disabled Students Residence Program Welcome Week**	**UC Berkeley Disabled Students' Residence Program (DSRP)**	2650 Durant Ave. Berkeley	S_PWD - Senior Center and People with Disabilities	2:00 - 4:00 p.m.	5+	KP	Confirmed
August 27-28, 2011	**Oakland Chinatown Streetfest**	**Oakland Chinatown Chamber of Commerce**	388 9th Street, Oakland	G - General	10:00 - 6:00 p.m.	1000+	KP?LB	Confirmed
7-Sep-11	**Mayor's Commission on Aging Meeting**	**Mayor's Commission on Aging**	150 Frank H. Ogawa Plaza, Suite 4340, Oakland	S_PWD - Senior Center and People with Disabilities	10:00 - 12:00 p.m.	10+	NA	Confirmed
9-Sep-11	**Bike to Campus Day**	**UC Berkeley Campus Bicycle Initiative**	UC Berkeley Lower Sproul Plaza	G - General	3:00 - 7:00 p.m.	100+	KP	Confirmed
11-Sep-11	**Solano Avenue Stroll**	**Albany**	Solano Avenue in Albany	G - General	11:00 am to 5:00 pm	5000+	KP	Confirmed
16-Sep-11	**14th Annual Senior Resource Fair**	**San Leandro Senior Community Center**	San Leandro Senior Community Center 13909 E. 14th Street,	S_PWD - Senior Center and People with Disabilities	10:00 to 1:00 p.m.	100+	KP/NA	Confirmed
18-Sep-11	**Newark Days Community Information Fair**	**Newark Community Center**	Newark Blvd and Cedar	G - General	10:00 am to 6:00 pm	10,000+	LB/KP	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type	Meeting Time	# Attend	Speaker	Meeting Status
Septmber 17, 2011	**Hayward Art and Wine Festival**	**Downtown - B Street, Foothill Blvd. to Watkins Street**	Downtown Hayward	G - General	12:00 pm to 5:00 pm.	5,000+	LB/KP	Confirmed
21-Sep-11	**APBP Webinar: ADA Compliance: Self-evaluation and Transition Plans**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	S_PWD - Senior Center and People with Disabilities	12:00pm - 1:00pm	25	n/a	Confirmed
21-Sep-11	**League of Women Voters Transportation Forum**	**League of Women Voters**	Berkeley Public Library	S_PWD - Senior Center and People with Disabilities	2:00 - 4:00 p.m.	25+	KP	Confirmed
23-Sep-11	**Kiwanis Club of Pleasanton**	**Kiwanis Club of Pleasanton**	Vic's All Star Kitchen, 201 Main Street, Pleasanton, CA 94566	C - Civic & Community Groups	noon to 1:30 p.m.	50+	TL	Confirmed
1-Oct-11	**Senior Fit Fair**	**Dublin Senior Center**	Dublin Senior Center	S_PWD - Senior Center and People with Disabilities	10:00 - 2:00 p.m.	100+	KP	Confirmed
27-Oct-11	**Calmentor Mixer**	**Caltrans**	VO's Restaurant	B - Business	2:00 - 4:00 p.m.	100+	TBD	Tentative
3-Oct-11	**Berkeley Chamber of Commerce - Government Affairs**	**Berkeley Chamber of Commerce**	1834 University Avenue, 2nd Floor, Berkeley	B - Business	12:30 p.m. - 1:30 p.m.	50	TL	Re-scheduled for December 5, 2011
5-Oct-11	**Hayward Business Expo**	**Hayward Chamber of Commerce**	St. Rose Hospital Parking Lot	B - Business	4:30-7:30 PM	150+	lb	Confirmed
13-Oct-11	**Annual Health Fair**	**St. Regis Retirement Center**	23950 Mission Blvd., Hayward, CA	S_PWD - Senior Center and People with Disabilities	11:00 - 2:00 p.m.	150+	KP	Confirmed
18-Oct-11	**Countywide Transportation Plan and Transportation Expenditure Plan Workshop**	**Alameda CTC**	Berkeley Senior Center	G - General	6:30 - 8:30 p.m.	25+	TL	Confirmed
19-Oct-11	**APBP Webinar: Multimodal Level of Service**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	G - General	12:00pm - 1:00pm	25	n/a	Tentative
19-Oct-11	**Countywide Transportation Plan and Transportation Expenditure Plan Workshop**	**Alameda CTC**	San Leandro Senior Community Center 13909 E. 14th Street,	G - General	6:30 - 8:30 p.m.	45+	TL	Confirmed
20-Oct-11	**North County Transportation Forum**	**Alameda CTC**	1333 Broadway, Suite 300, Oakland	G - General	6:30 - 8:30 p.m.	40+	TL	Confirmed
22-Oct-11	**Pedal Fest**	**Jack London Square, East Bay Bicycle Coalition, Walk Oakland Bike Oakland**	Jack London Square	G - General	10:00 - 5:00 p.m.	200+	KP	Confirmed
24-Oct-11	**Countywide Transportation Plan and Transportation Expenditure Plan Workshop**	**Alameda CTC**	East Oakland Senior Center	G - General	6:30 -8:30 p.m.	10+	TL	Confirmed
25-Oct-11	**12th Annual Health and Resource Faire for Seniors**	**Newark Senior Center**	Silliman Activity Center, 6800 Mowry Avenue, Newark	S_PWD - Senior Center and People with Disabilities	9:00 - 12:00 p.m.	100+	KP	Confirmed
27-Oct-11	**Countywide Transportation Plan and Transportation Expenditure Plan Workshop**	**Alameda CTC**	Union City Sports Center	G - General	6:30 - 8:30 pm	40+	TL	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type	Meeting Time	# Attend	Speaker	Meeting Status
30-Oct-11	**Dia De Los Muertos**	**Unity Council**	Fruitvale Oakland	G - General	10:00 am to 6:00 pm	40,000+	LB	Confirmed
2-Nov-11	**Countywide Transportation Plan and Transportation Expenditure Plan Workshop**	**Alameda CTC**	Dublin Library	G - General	6:30 - 8:30 pm	40+	TL	Confirmed
3-Nov-11	**Construction Outreach Event**	**Business Outreach Committee**	Milpitas Library, 160 North Mail Street, Milpitas, CA	B - Business	4:00 p.m to 7:00 p.m	400+	LB	Confirmed
5-Nov-11	**A.C.C.E.S.S. Resource Fair**	**City of Alameda's Commission on Disability Issues**	College of Alameda 555 Ralph Appezzato Pkwy	S_PWD - Senior Center and People with Disabilities	10:00 - 1:00 p.m.	100+	KP	Confirmed
9-Nov-11	**Pleasanton Chamber of Commerce - Economic Development Meeting**	**Pleasanton Chamber of Commerce**	777 Peters Avenue, Pleasanton, CA 94566 (925) 846-	B - Business	12-1:30 pm	40+	TL	Confirmed
9-Nov-11	**Oakland Metropolitan Chamber of Commerce**	**Oakland Metropolitan Chamber of Commerce**	475 14th Street, Suite 100, Oakland, CA 94612 (510) 874-	B - Business	3:00 - 4:30 pm	40+	AD/TL	Confirmed
16-Nov-11	**APBP Webinar: Parking: Buffers, Bikes and Cars**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	G - General	12:00pm - 1:00pm	25	n/a	Confirmed
5-Dec-11	**Berkeley Chamber of Commerce - Government Affairs**	**Berkeley Chamber of Commerce**	1834 University Avenue, 2nd Floor, Berkeley	B - Business	12:30 p.m. - 1:30 p.m.	50	TL	Confirmed
14-Dec-11	**APBP Webinar: Accessibility in Work Zones**	**Alameda CTC/ APBP**	Alameda CTC, 3rd Floor	C - Civic & Community Groups	12:00pm - 1:00pm	25	n/a	Confirmed
16-Mar-12	**Senior Transit Fair**	**Pleasanton Senior Center**	Pleasanton Senior Center 5333 Sunol Blvd.	S_PWD - Senior Center and People with Disabilities	10:00 - 1:00 p.m.	100+	KP	Tentative
24-Mar-12	**Oakland Running Festival**	**City of Oakland**		G - General		1000+	KP	Tentative
10-May-12	**Bike to Work Day**	**East Bay Bicycle Coalition**	Frank Ogawa Plaza	G - General		1000+	KP/RW	Tentative
12-Jul-12	**South County Transportation Forum**	**Alameda CTC**	Union City Hall	G - General		50+	TL	Confirmed

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Coordination and Mobility Management Program (CMMP) - Approval of Contract Amendment with Nelson/Nygaard to include scope and cost to implement CMMP Pilot Projects.**

Recommendations
It is recommended the Commission authorize the Executive Director, or his designee, to negotiate and execute an amendment to an existing contract with Nelson/Nygaard Consulting Associates (Contract No. A11-0001) to include scope and cost to implement CMMP Pilot Projects.

Discussion
On April 28, 2011, the Commission approved $500,000 of Measure B Gap Grant funding for CMMP Pilot Projects.

On October 27, 2011 the Commission approved $281,244 of the previously identified $500,000 of Measure B Gap Grant funding for three CMMP Pilot Projects: Establishment of Uniform Taxi Policies for North County ($85,000), Expansion of South County Taxi Program to Central County ($81,744), and Tri-City Mobility Management Project ($114,500). The remaining $218,756 from the $500,000 in CMMP funding is available for technical assistance to Measure B Pass-Through recipients to establish programs that will fill gaps or enhance Mobility Management.

These Pilot Projects would require amending the existing Nelson/Nygaard contract to include scope to design the programs, to perform background and impacts analysis, provide technical assistance to the Alameda CTC and to individual program sponsors, incorporate comments and adjust parameters based on discussions, prepare meeting materials, and facilitate discussion at meetings. The cost of this increased scope is estimated to be $50,000 with $35,000 for Establishment of Uniform Taxi Policies for North County and $15,000 for Expansion of South County Taxi Program to Central County.

Fiscal Impacts
The original contract with Nelson/Nygaard is to assist the Alameda CTC in the coordination of the Paratransit Program. The amount of the original contract is $339,280 and expires on June 30, 2012. The additional scope to implement the CMMP Pilot Projects is estimated to cost $50,000. The amended contract amount will be $389,280. The funding to support this increase is from the Measure B Gap funding and will be amended into the FY 11/12 Budget.

Attachment A – Staff Recommendation for CMMP Pilot Project

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NELSON
NYGAARD

M E M O R A N D U M

To: TAC

From: Paratransit Coordination Team

Date: September 9, 2011

Subject: Staff Recommendation for CMMP Pilot Projects

The Coordination and Mobility Management Planning (CMMP) project was undertaken to fulfill the following objectives:

- Facilitate discussion of how providers in each area can better work together, support each other, and/or coordinate or consolidate services or elements of services
- Identify and build consensus around future actions to coordinate services or implement mobility management activities
- Identify potential roles for the Alameda CTC in supporting implementation of coordination/mobility management activities (including provision of targeted funding)
- Identify a pilot project or projects that can move forward for implementation
- Provide input for Countywide Transportation Plan and Transportation Expenditure Plan for new Measure B (proposed to go to voters in 2012)

CMMP was a major focus of Alameda County's Paratransit Program last year and, to a large extent, these objectives have been met. We held meetings in each area of the county and countywide, and discussed a wide range of potential areas of coordination. There was a great deal of mutual learning for program sponsors and staff; many of the lessons can be applied in the development of new master funding agreements, the Countywide Transportation Plan and the Transportation Expenditure Plan.

The final step of the CMMP process is approval of the following CMMP pilot projects to move forward for implementation in FY2011-2012, each described later in this memo:

- Establishment of Uniform Taxi Policies for North County
- Expansion of South County Taxi Program to Central County
- Tri-City Mobility Management Project

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www.nelsonnygaard.com

There were a number of considerations that played into selection of the recommended pilots:

Mobility Management: We would like to move towards a mobility management model in Alameda County that would allow users more flexibility and convenience; improve coordination across programs; and improve cost effectiveness. Mobility management encompasses a wide range of possible activities including centralized trip referral, trip planning and scheduling, and provision of comprehensive, multi-lingual information to consumers to help them understand the range of travel options available to them. Ideally, consumers are trained and empowered to do their own "mobility management" over time. Mobility management combined with travel training can also help match each user to the most appropriate and cost effective service for making each trip which can entail cost savings. These types of mobility management programs are increasingly important to address anticipated growth in the senior and disabled population in the face of a constrained funding environment; we need to provide services more cost effectively. The mini-mobility management pilot in the South County planning area is a way to pilot mobility management on a smaller scale for possible replication in other planning areas in the future.

Universal Program Parameters/Policies: Second, at the May Countywide CMMP meeting, our discussion indicated that it would be beneficial to create more uniformity throughout the County in program design, service parameters and availability of services across the County. These objectives would improve equity and reduce confusion for new users, social service providers and tax payers. Meeting this goal was a key driver in selection of the pilot projects.

Suite of Programs: At the May meeting, the idea was also proposed that each area of the county could have an array of available services that cross jurisdictional boundaries of the cities within a specific planning area and potentially even into other planning areas. This would enable us to identify a "suite" of complementary programs in each region of the County that is tailored to the unique needs of that planning area. Ideally, this mix of services would avoid redundancy between services. Paired with travel training and mobility management, users could be matched to the best service to meet each trip need. Taxi programs are an ideal component of this "suite" due to their unique flexibility to meet same day trip needs. Therefore, establishing coordinated taxi programs in each region of the County is a key first step towards developing an optimal suite of programs for each planning area.

Financial Constraints: As we are all too aware, the economic recession has had a notable impact on Alameda County transportation programs due to the decline in Measure B sales tax revenue. We are seeking to proactively address stark financial realities and projections for increasing demand that may impact the long term financial sustainability of senior and disabled transportation programs in Alameda County. We need to make every dollar go farther and ensure cost effectiveness and program sustainability is a key consideration in our decisions moving forward.

More uniformity in program parameters will allow for more control over costs. This is true for taxi programs in particular, because costs are driven largely by rules about trip lengths and subsidy levels. For example, the taxi program parameters vary widely across the county and therefore the cost per trip for taxi programs in the County ranges from $12-$37 per trip. We hope the two taxi pilots described below allow the Alameda CTC and programs to have a better understanding of and control over program costs.

We have selected the recommended pilots because they are best positioned to meet these goals.

We recognize that there can be challenges in increasing coordination between programs that have historically had a lot of autonomy. Staff will work closely with TAC, PAPCO and the program

sponsors to ensure successful implementation of these pilots and to minimize impacts on customers and burdens on staff. We are seeking your involvement and collaboration in pilot project implementation.

CMMP Implementation Timeline

Date	Action
September 2011	Ask for TAC concurrence and PAPCO recommendation on pilots
October 2011	Ask for Commission approval on pilots
November 2011 – June 2013	Implementation of pilots

Budget for CMMP Pilot Project Design and Implementation

PAPCO approved designation of $500,000 of Measure B funds for design and implementation of CMMP pilot projects during the FY10-11 Gap Grant funding cycle in February 2011. Any remaining CMMP funding was to be available for technical assistance to Measure B pass-through recipients to establish programs that would fill gaps or enhance Mobility Management. These funds are provided with the intention that any ongoing costs would be absorbed into the base programs or have an alternate plan for sustainability of funding.

The recommended funding amount for each program and the remaining balance is shown in the chart below. These funding recommendations are explained in the project descriptions below.

Pilot Project	CMMP Funding Recommendation
Establishment of Uniform Taxi Policies for North County	$85,000
Expansion of South County Taxi Program to Central County	$81,744 *(+$173,256 in non-CMMP funds)*
Tri-City Mobility Management Project	$114,500
TOTAL	$281,244
Remaining CMMP Funds	$218,756

Pilot Project Descriptions

Each pilot is described on the following pages including a funding recommendation and a brief description of the different aspects of program design that will need to be addressed in order to implement the pilots. This is only an initial list of considerations based on discussions at the CMMP meetings. Once design of each pilot is underway, more issues may arise that need to be addressed based on additional input from both TAC and PAPCO.

Establishment of Uniform Taxi Policies for North County

Definition

This pilot would involve implementing a single set of taxi program parameters (fares, eligibility criteria, trip limits, service area, etc.) for all five North County taxi programs.

Discussion/Rationale

Better coordination between the five North County taxi programs was discussed at the North County CMMP meeting. The possibility of creating one single universal North County taxi program was discussed, but a number of barriers were identified. Overcoming the operational challenges involved in unifying all programs under one single contract is too big for a CMMP pilot and does not appear appropriate at this juncture. However, based on the discussion at the final Countywide CMMP meetings, it appears that some level of universal program policies, e.g. fares, eligibility criteria, trip limits, would be a significant step towards achieving equity across programs from the users' perspective, would further coordination and improve user experience by enabling travel throughout North County. It would also allow for more control over costs, as taxi costs are driven largely by policies that determine trip lengths and subsidy levels. In the recent financial analysis that was conducted, cost per trip for taxi programs in North County ranged from $12-$37 per trip.

Pilot Project Description

This pilot project will involve working with the five city programs to design a set of universal policies that can be implemented at each of the programs. The five programs that this will affect are: Alameda, Albany, Berkeley, Emeryville and Oakland. Once the policies are selected and approved by the TAC and PAPCO, they will be adopted by each City and the required adjustments made to their taxi programs. The following are the policy areas that will be considered as part of this pilot.

ELIGIBILITY: There is currently inconsistency in eligibility between programs. Universal eligibility rules would be established under this pilot. Changing the program eligibility criteria could either expand or contract the number of eligible users in each city. A closer look at the potential impacts on customers in the different jurisdictions will be a critical part of establishing a single eligibility policy. As discussed in the introduction above, implementation of these pilots is a first step in moving towards establishing a complementary "suite" of programs in each region of the County. Efforts will be made to avoid creating new same day service gaps and to identify any significant differentials in need between cities.

FARES: There is currently a very broad range of fares, ranging from free, to percentage of meter, to books of vouchers. Determining the types of trip a taxi program is intended to serve (with relation to other travel options) could help define an appropriate common fare, or a small number of fare options.

TRIP LIMITS & SERVICE AREA: Programs also vary with respect to trip limits. Vouchers or scrip made available in a variety of denominations would allow flexibility for variable trip lengths if different cities require different service coverage. Again, determining the types of trip this program is designed to serve will provide key input to help define an appropriate trip limit rule. It would also be advantageous to allow users to take trips throughout North County through this program. This level of coordination will be explored under this pilot.

ADMINISTRATION: The question of whether there will be any centralized administrative functions, such as printing vouchers or scrip, will need to be addressed.

TAXI ORDINANCES: One implementation mechanism for universal taxi program policies would be through modification of taxi ordinances in each City. The ordinance could require acceptance of vouchers by all taxi companies for travel anywhere in North County. This would maximize flexibility for users.

Barriers to taxi ordinances have been identified in the past; these would have to be addressed.

CURRENT CONTRACTS: Implementing new program policies raises the question of conflicting with policies contained in existing contracts. Albany and Emeryville do not have contracts. For the other three cities, staff does not currently know exact contract provisions or expirations. However, Alameda and Oakland are funded almost exclusively through Measure B, so perhaps a contract provision has been incorporated to allow for adjustments associated with funding approval every year. This would allow the program changes envisioned here to be made without disrupting the current contract. This will be a key point of discussion in program design.

Interface with Implementing Guidelines

The Implementing Guidelines for all Measure B-funded Paratransit programs, which are currently under development, may establish parameters for taxi programs throughout the County. If adopted, these will form the basis for this pilot. The pilot will then focus on establishing uniform policies for those parameters not covered by the implementing guidelines as well as the substantive work of actually implementing these new policies and parameters in the diverse taxi programs across North County. This pilot entails more coordination than has ever been undertaken in North County previously. The Paratransit Coordination Team will facilitate coordination, serve as the liaison between programs and with the Alameda CTC and provide needed technical assistance to programs to actually operationalize and create the day-to-day procedures necessary to implement the new policies. Individual attention will have to be paid to each of the five taxi programs currently under operation to ensure as smooth a transition as possible and to minimize negative impacts on customers in each city. For example, activities could include analyzing affected populations and determining whether any grandfathering needs to occur to avoid creating gaps and decreasing the mobility of vulnerable populations.

The Paratransit Coordination Team will also focus on designing the implementation of this pilot to enable monitoring and evaluation over time. To the degree possible, the Team will put systems in place for post-program analysis to allow for alterations to program design if necessary and recommendations for future programs.

Next Steps

The next step for designing this pilot project is to arrange a brief phone interview with each program to discuss specific barriers or concerns they may have about implementation of the pilot in that city. Those conversations will inform the agenda for a meeting of all the North County TAC members to commence discussions on universal policies. We anticipate the need for a number of follow up meetings to generate consensus around a single set of policies. To the degree possible, this will be accomplished at or after standing TAC meetings, though additional meetings may be necessary. If consensus cannot be reached on specific issues, PAPCO and Alameda CTC management may be required to participate more actively in the final decision-making process.

We recognize that City staff does not have extra time to develop these policies as they are already stretched thin with current responsibilities. The Paratransit Coordination Team will provide any necessary technical assistance such as analysis to assess impacts of different policies for each City, will coordinate and facilitate all meetings, and will draft recommendations and incorporate rounds of revisions as consensus is being built. We will, however, need TAC time for attendance at the necessary meetings.

Timeline

FY 2011-2012 will be focused on design and consumer notification/buy-in. The goal will be to implement new policies on July 1, 2012 and focus on evaluation of policy changes and their budgetary impacts in FY 2012-2013. This allows for the current FY 2011-2012 plans that have already been approved by PAPCO and the Commission to run their course. New policies will be included in next year's program plans. Therefore, all policies must be finalized and funding needs for the first year identified before the Program Plan due date of March 31.

A key component of this effort will be developing a strategy for communicating these changes to consumers. The Paratransit Coordination Team will assist with this effort and collaborate in North County TAC meetings to design outreach strategies. Programs can communicate changes through their standard consumer outreach activities, ideally starting in early 2012.

The following pilot implementation timeline takes these factors into consideration. As discussions on the universal policies commence, more meetings may be needed and the timeline for finalization of policies may shift to February.

2011	
October	Pilot Funding for recommended projects approved (Board Mtg. 10/27)
Early November	Phone Interviews with Individual Programs to identify barriers/concerns
Mid-November	Discuss universal policies at TAC meeting (11/8)
December	Potential Special North County TAC meeting
2012	
January	TAC approval of universal policies PAPCO approval of universal policies
February	Outreach to consumers Refine cost estimates for first year of pilot
March	Program Plans due
FY 2012-2014	Observe and evaluate policy changes in practice and assess budgetary impacts Additional refinement of cost estimates for second year of pilot, particularly for grandfathering and increased demand

Funding

The North County taxi programs are currently funded through each program's pass-through allocation (some cities also supplement with other sources, such as city general funds). Depending on the revisions to the policies, funding needs for North County taxi programs may rise or fall. Funding needs depend on many factors, including subsidy level per trip, number of eligible riders, level of use of the program by eligible riders, and trip lengths, among others. The intent of this pilot program is to make our limited program dollars go farther, so cost effectiveness of trips will be a key consideration in designing the policies. However, these considerations will need to be balanced by a goal of minimizing impact on current registrants.

As a result, there are three primary potential funding needs for this pilot, each is described in more detail below:

1. The initial funding need for this pilot project is for staff time to design, build consensus around and then implement the policies.

2. If policies result in an increased number or length of trips, additional funding will be needed to cover these new costs. The level of funding needed will depend on what policies are adopted and the level of usage that results after the policies are implemented.
3. Depending on the ultimate set of policies adopted, TAC and PAPCO may decide to allocate funding to grandfather in a subset of consumers who are currently eligible, but who would be excluded from service as a result of policy changes.

Staff recommends setting aside $35,000 for the Paratransit Coordination Team to design this program, to conduct any necessary background and impacts analysis, provide technical assistance to the CTC and to individual program sponsors, incorporate comments and adjust parameters based on discussions, prepare meeting materials, and facilitate discussion at meetings.

Staff recommends setting aside $50,000 of gap funds to cover potential increased costs resulting from the new policies as well as grandfathered consumer trips. Depending on subsidy levels, eligibility criteria and the volume of voucher purchases, more gap funds may be needed to cover the cost of North County taxi trips. The Paratransit Coordination Team will work with project sponsors this fall and winter to factor the new policies into their program plans and determine whether additional funding will be necessary. A refined cost estimate can be generated in the spring.

North County Taxi Policies Pilot CMMP Funding Request	$85,000
Program Design for Paratransit Coordination Team	$35,000
Consumer Trip Grandfathering (may need to be adjusted in spring 2012)	$50,000

Expansion of South County Taxi Program to Central County

Definition

This pilot would expand the existing South County taxi program to include Central County customers as well.

Discussion/Justification

Establishing a taxi program in Central County fills a clearly identified service gap. It also furthers the goal of coordination across planning areas by building on the successful existing South County Taxi program.

Project Description

This pilot would involve expanding the service area covered by the South County "Tri-City Taxi Program" to include Central County consumers as well. In the short term, we recommend expanding this program with its current policies in place to the degree possible. However, there are a number of program design details that will still need to be worked out:

TRIP LIMITS: We would like to design this program to maximize flexibility for users, allowing trips between South and Central Counties and allowing users from South County to use a taxi in Central County and vice versa. This may require some adjustments to the trip limits policy currently in place.

SERVICE QUALITY: Service quality and responsiveness is a current concern held by the Alameda CTC and City staff with the current contracted service (St. Mini Cab) in South County. Upon expansion of the program, service quality will have to be carefully examined/monitored and Alameda CTC may want to consider seeking an alternative service provider or another agency to administer the contract. This will require more discussion between South and Central County staff, the Alameda CTC and the Paratransit Coordination Team.

ADMINISTRATION: Currently the Alameda CTC is the primary administrator for the program, while outreach and voucher distribution are managed at a city level. For initial expansion to Central County, this arrangement will likely remain. However, in the future, housing program administration in Central or South County may need to be considered.

Next Steps

Upon approval of pilot project funding, a meeting between South and Central TAC members will be necessary to finalize the implementation policies, discuss whether an alternative service provider may be necessary and work out any other concerns that the program sponsors – Fremont, Hayward, San Leandro, Newark and Union City – may have and discuss the procurement process. Other necessary steps include training of the new jurisdictions and printing of vouchers.

Timeline

The timeline for this pilot project depends on the procurement process. The initial goal for this pilot is commencing service by March 2012, earlier if possible. This timeline may need to be adjusted after issues are identified in discussions with the South and Central County programs.

2011	
October	Pilot Funding for specific project approved (Board Mtg. 10/27)
Mid-November	Discuss pilot at TAC meeting (11/8)
December	Potential Special Central/South County TAC meeting
2012	
January	Contract for Taxi Services in Central County
February-March	Commence Taxi Service in Central County Outreach to consumers

Funding

The high level cost estimate developed by staff for this pilot is $120,000. This was based on applying the differential in funding formula population between South and Central County to the current costs of the South County Taxi program. In other words, the total South County taxi contractor cost for FY 2009-2010 was $71,000; the population of Central County is 1.6 times greater than South County. Therefore, the approximate cost for Central County expansion would be 1.6 x $71,000, or $113,600. We have increased this slightly to account for an annual cost increase.

Based on these estimates, staff recommends that $240,000 will be needed for the Central County portion of a two year pilot joint Central-South County Taxi Program. We recommend apportioning costs between Hayward and San Leandro based on the pass-through formula which incorporates population of seniors and people with disabilities, as shown in the chart below. We recommend that Hayward's portion of the program costs come from already allocated Measure B pass-through funding for special transportation, since these have not yet been expended, and that San Leandro's portion be allocated from CMMP funds.

Since the technical assistance required for this pilot should be less complex than the North County pilot, a Paratransit Coordination Team budget of $15,000 is recommended. The grand total budget request for this pilot project is $255,000 over two years.

Both cities are expected to absorb the administration tasks (e.g. distribution of vouchers) as part of their current operations.

The role of the gap grant funding program is currently being considering by the Alameda CTC. Financial sustainability of gap-grant funded pilot projects, such as this, will be considered as part of that process.

Central County Taxi Program Total Funding Need – 2 years	$255,000	
Hayward Portion – Existing Hayward pass-through funds	*72.19%*	$173,256
San Leandro Portion – CMMP Funds	*27.81%*	$66,744
Paratransit Coordination Team – CMMP Funds	$15,000	
Total CMMP Funding Request	$81,744	

Tri-City Mobility Management Project

Definition

The project will create a bilingual team of mobility managers whom consumers could call or visit for assistance with individualized transportation planning and transportation service linkage. Individualized transportation planning will be provided to seniors and persons with disabilities based on their functional abilities, their preferred modes of travel, and the most cost-effective mobility and transportation service options. The project will assist consumers in accessing the following types of services:

- Fixed route transit
- City-based paratransit services
- ADA paratransit services
- Tri-City Taxi Voucher Program
- Tri-City Travel Training Program
- VIP Rides Program
- Older driver safety training and information
- General information on where to find other needed services (referrals to Tri-City Senior Helpline and 211)

Discussion/Justification

This project addresses the need for comprehensive, multi-lingual information regarding mobility options for elderly and disabled residents of the Tri-Cities area (Fremont, Newark and Union City). Potential project benefits include:

- Increased level of transportation service coordination
- Increased mobility for seniors and persons with disabilities
- Increased consumer satisfaction regarding service access
- Reduced consumer confusion about transportation options

Project Description

The City of Fremont will recruit, hire and supervise a small team of bilingual outreach workers (ideally: Mandarin, Spanish and Farsi-speaking) to provide mobility management services for seniors and persons with disabilities in the Tri-City area. These outreach workers will help consumers navigate the transportation system to find the most appropriate and cost effective modes of travel for their specific needs. The City will provide a program manager responsible for project development, implementation and supervision of mobility management activities and evaluation of project effectiveness. Project implementation period: December 2011 – June 2013

Project activities will include:

ESTABLISH BETTER SERVICE COORDINATION WITH EBP

1. Establish East Bay Paratransit satellite office in Fremont to facilitate in-person ADA paratransit certification interviews for residents of Southern Alameda County. The City will provide the office space at no cost. CMMP funds might be used for minimal additional costs for office set up. Tentative scheduled opening of satellite office: January 2012.

2. Outreach workers will meet with EBP applicants and conduct an individualized transportation assessment and then refer applicants to appropriate transportation services, offering additional assistance in connecting consumer to services as needed.
3. Coordinate rides for Fremont and Newark residents who are applying for ADA services and need transportation to the EBP certification interview. City-based services can offer a more cost effective trip to transport applicants to the interviews.
4. Help coordinate alternative transportation services while EBP applicant is awaiting ADA certification.
5. Provide problem solving assistance to consumers experiencing difficulties with East Bay Paratransit service.

PROVIDE MORE INTEGRATED OUTREACH/EDUCATION

1. Provide individualized transportation planning, information and referral, and service linkage for seniors and persons with disabilities seeking information and/or access to transportation and mobility services. These services will take place at the following sites:
    a. Fremont City Hall, Human Service Department
    b. Community locations in Fremont, Newark and Union City (monthly office hours will be established for each of the three satellite service sites)
    c. Consumer's place of residence, as needed
2. Coordinate group outreach presentations at various community locations. Work with partner agencies, where appropriate, to present for the following community outreach events:
    a. Transportation/Mobility Resource Fair (one per year)
    b. Paratransit Service presentations, with on-site enrollment as feasible (Minimum of 12 per year)
    c. Older Driver Safety presentations (6 times per year total, 2 in each city)
    d. Clipper Card presentations (6 times per year total, 2 in each city)

EXPAND KNOWLEDGE BASE AND IMPROVE SERVICE COORDINATION WITH TRI-CITY AREA SOCIAL SERVICE PROVIDERS.

1. Provide training to Tri-City area service providers on the spectrum of mobility and transportation resources available to seniors and people with disabilities.
2. Work with AC Transit, Union City Transit and BART to facilitate rider advocacy and/or education efforts, such as dissemination of service change announcements, placement of bus shelters, signage at transit centers, requests for driver training, etc.
3. Evaluate the possibility of expanding the role of the existing paratransit advisory body to identify service gaps and opportunities for improved coordination related to the planning and implementation of transportation/mobility services.

EVALUATE EFFECTIVENESS OF MOBILITY MANAGEMENT ACTIVITIES: Develop and implement consumer and program tracking mechanisms to measure the effectiveness of mobility management activities in the Tri-City area.

Next Steps

Upon approval of funding, Fremont will move forward with hiring the team of bilingual outreach workers and work with EBP on establishment of the EBP satellite office. Additionally, a workplan will be developed in December to facilitate project implementation activities during the first six months.

Timeline

2011	
October 2011	Pilot Funding approved (Board Mtg. 10/27)
November	Initiate hiring of outreach workers Working with EBP to set up satellite office
December	Initial training of outreach workers, pending successful hiring process Development of six month workplan for project implementation Development of program intake and outreach materials Office set-up for outreach workers
2012	
January 2012	Launch mobility management Open EBP satellite office Begin conducting individualized transportation plans with consumers
February 2012	Identify community satellite office locations Begin conducting group outreach presentations
March 2012	Establish community satellite office locations Begin training service providers on spectrum of available mobility services
April 2012	Assess first quarter of project activities
May 2012	Develop detailed workplan for FY11/12 project activities Begin planning for Mobility and Transportation Resource Fair in September 2012

Funding

CMMP funds will be used for the salaries of the outreach workers and for the project manager's time. Transportation expenses for applicants attending ADA-paratransit certification interviews and other miscellaneous direct service costs (i.e. printing, office supplies, computer/phone set-up and IT installation, etc.) are also included in the project budget. The overhead allocation included in the budget covers the costs for functions needed from other departments for project implementation, including: Human Resources, Finance, City Attorney's Office, and Information Technology Support.

Tri-City Mobility Management Project CMMP Funding Request	$114,500
Salaries for Outreach Workers	$50,544
Salary/Benefits for Project Manager	$34,021
Direct Costs	$15,000
Overhead (15% required by the City of Fremont for each new project)	$14,935

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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

Recommendation:
It is recommended the Commission approve the attached STIP At Risk Report, dated October 31, 2011.

Summary:
The Report includes a total of 34 STIP projects being monitored for compliance with the STIP "Timely Use of Funds" provisions. Red zone projects are considered at a relatively high risk of non-compliance with the provisions. Yellow zone projects are considered at moderate risk, and Green zone at low risk.

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

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

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

Attachments:
Attachment A - STIP At Risk Report

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STIP At Risk Report — Status Date: October 31, 2011

2010 STIP Locally-Sponsored Alameda County Projects

Red Zone Projects

Index	PP No. / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
1	**2009A**	**AC Transit**	**Maintenance Facilities Upgrade**						
	RIP	$3,705	Con	06/07	Complete Expend	Note 1	R	$3,705K Allocated 9/7/06 12-Mo Ext App'd Jan '10	R
2	**0139F**	**ACCMA**	**Rt 580, Landscaping, San Leandro Estudillo Ave - 141st**						
	RIP-TE	$350	Con	10/11	Award Contract	4/27/12	R	$350K Allocated 10/27/11	R
3	**2009L**	**Alameda Co.**	**Vasco Road Safety Improvements**						
	RIP	$4,600	Con	07/08	Accept Contract	Note 1	R	$4.6M Allocated 2/14/08 Contract Awd 7/29/08	R
4	**2100F**	**Alameda Co.**	**Cherryland/Ashland/Castro Valley Sidewalk Imps.**						
	RIP-TE	$1,150	Con	10/11	Award Contract	11/12/11	R	$1,150 Allocated 5/12/11 Ext. Req. Pending	Y
5	**2009W**	**Berkeley**	**Ashby BART Station Intermodal Imps**						
	RIP	$4,614	Con	07/08	Accept Contract	12/26/11	R	$4,614 Allocated 6/26/08	Y
	RIP	$1,500	Con	09/10	Accept Contract	12/26/11	R	AB 3090 App'd 8/28/08 $1.5M Allocated 9/10/09	
6	**2100G**	**Berkeley**	**Berkeley Bay Trail Project, Seg 1**						
	RIP-TE	$1,928	Con	10/11	Allocate Funds	2/28/12	R	8-Mo Ext App'd 6/23/11	R
7	**2100H**	**Dublin**	**Alamo Canal Regional Trail, Rt 580 undercrossing**						
	RIP-TE	$1,021	Con	10/11	Award Contract	2/11/12	R	$1,021 Allocated 8/11/11	R
8	**1022**	**Oakland**	**Rte. 880 Access at 42nd Ave./High St., APD**						
	RIP	$5,990	R/W	07/08	Complete Expend	2/29/12	R	$5.99M Allocated 12/13/07	G
9	**2103A**	**Oakland**	**Oakland Coliseum TOD**						
	RIP-TE	$885	Con	10/11	Award Contract	12/23/11	R	$885 Allocated 6/23/11	R
10	**2110A**	**Union City**	**Union City Intermodal Stn, Ped Enhanc PH 2 & 2A**						
	RIP-TE	$3,000	Con	10/11	Award Contract	12/23/11	R	$3M Allocated 6/23/11	R
	RIP	$715	Con	11/12	Allocate Funds	6/30/12	G		

Yellow Zone Projects

Index	PP No. / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
11	**0016O**	**ACCMA**	**I-680 SB HOT Lane Accommodation**						
	RIP	$8,000	Con	07/08	Accept Contract	6/26/12	Y	$8M Allocated 6/26/08 42 -Months App'd by CTC	G

Green Zone Projects

Index	PP No.	Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
12	2009B		AC Transit	SATCOM Expansion						
		RIP	$1,000	Con	06/07	Accept Contract	Note 3	G	$1,000K Allocated 9/7/06	G
13	2009C		AC Transit	Berkeley/Oakland/San Leandro Corridor MIS						
		RIP	$2,700	Env	06/07	Final Invoice/Report	Note 3	NA	$2,700K Allocated 4/26/07	G
14	2009D		AC Transit	Bus Component Rehabilitation						
		RIP	$4,500	Con	06/07	Accept Contract	Note 3	G	$4.5M Allocated 7/20/06	G
15	2009Q		AC Transit	Bus Purchase						
		RIP	$14,000	Con	06/07	Accept Contract	Note 3	G	$14M Allocated 10/12/06	G
16	0044C		ACCMA	I-880 Reconstruction, 29th to 23rd						
		RIP	$2,000	PSE	10/11	Complete Expend	6/30/13	G		G
17	0062E		ACCMA	I-80 Integrated Corridor Mobility						
		RIP	$954	Env	07/08	Final Invoice/Report		NA	$954 Allocated 9/5/07 Contra Costa RIP Expenditures Comp	G
18	2100K		ACCMA	I-880 Landscape/Hardscape Improvements in San Leandro						
		RIP-TE	$400	PSE	09/10	Complete Expend	6/30/12	G	$400K Allocated 6/30/10	G
19	2179		ACCMA	Planning, Programming and Monitoring [2]						
		RIP	$1,993	Con	12/13	Allocate Funds	6/30/13	G		
		RIP	$1,948	Con	10/11	Complete Expend	6/30/13	G	$1,948 Allocated 7/1/10	
		RIP	$1,947	Con	11/12	Complete Expend	6/30/14	G	$1,947 Allocated 8/11/11	
20	0081D		ACTA	Rte 84 Expressway - Fremont and Union City						
		RIP	$9,300	Con	14/15	Allocate Funds	6/30/15	G		G
21	0016U		ACTIA	I-580 Castro Valley I/C Improvements						
		RIP	$7,315	Con	07/08	Final Invoice/Report		NA	Contract Accepted July 2011	R
22	2009N		Alameda	Tinker Avenue Extension						
		RIP	$4,000	Con	07/08	Accept Contract	3/17/12	G	$4M Allocated 9/25/08 Contract Awd 3/17/09	G
23	1014		BART	BART Transbay Tube Seismic Retrofit						
		RIP	$38,000	Con	07/08	Complete Expend	12/31/12	G	$38M Allocated 9/5/07 18-Month Ext 6/23/11	R
24	2009P		BART	Alameda County BART Station Renovation						
		RIP	$3,000	Con	07/08	Accept Contract	10/30/12	G	$3M Allocated 12/11/08 4-Mo Ext App'd June 09	G
		RIP	$248	PSE	07/08				$248 Allocated 9/5/07 Expend. Complete	
25	2009Y		BART	Ashby BART Station Concourse/Elevator Imps						
		RIP-TE	$1,200	Con	07/08	Accept Contract	1/22/12	G	$1,200 Allocated 6/26/08	G

Green Zone Projects (cont.)

Index	PP No. / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
26	2008B	BART	MacArthur BART renovate & enhance entry plaza						
	RIP-TE	$954	Con	10/11	Award Contract	12/23/11	G	$954 Allocated 6/23/11	R
27	2103	BART	Oakland Airport Connector						
	RIP	$20,000	Con	10/11	Accept Contract	9/1/14	G	App'd into STIP and allocated 9/23/10 Awarded Oct 2010	G
28	2014U	GGBHTD	SF Golden Gate Bridge Barrier						
	RIP	$12,000	Con	11/12	Allocate Funds	6/30/12	G		G
29	2009K	LAVTA	Satellite Bus Operating Facility (Phases 1 & 2)						
	RIP	$4,000	Con	11/12	Allocate Funds	6/30/12	G	Moved to Delivered List at Mar 2011 CTC	G
	RIP	$1,500	Con	06/07	Final Invoice/Report	NA		Contract Accepted	
30	2140S	LAVTA	Rideo Bus Restoration Project						
	RIP-TE	$200	Con	10/11	Accept Contract	8/10/14	G	$200 Allocated 5/12/11 from SM County Reserve Contract Awd 8/10/11	R
31	2100	MTC	Planning, Programming and Monitoring [2]						
	RIP	$114	Con	12/13	Allocate Funds	6/30/13	G		
	RIP	$113	Con	10/11	Complete Expend	6/30/13	G	$113 Allocated 7/1/10	
	RIP	$114	Con	11/12	Complete Expend	6/30/14	G	$114 Allocated 8/11/11	
	RIP	$118	Con	13/14	Allocate Funds	6/30/14	G		
	RIP	$122	Con	14/15	Allocate Funds	6/30/15	G		
32	2100C1	Oakland	MacArthur Transit Hub Improvement, 40th St						
	RIP-TE	$193	Con	07/08	Final Invoice/Report		NA	$193 Allocated 7/26/07	G
33	2100E	Oakland	7th St. / West Oakland TOD						
	ARRA-TE	$1,300	Con	09/10	Accept Contract	9/30/12	G	$1,300 Obligated 8/5/09 Contract Awd 2009	G
34	2110	Union City	Union City Intermodal Station						
	RIP	$4,600	Con	07/08	Final Invoice			$4.6M Allocated 9/5/07	R
	RIP	$720	Con	05/06	Final Invoice			$720K Allocated 11/9/06	
	RIP-TE	$5,307	Con	05/06	Final Invoice			$5,307K Allocated 11/9/06	
	RIP-TE	$2,000	Con	06/07	Final Invoice			$2,000K Allocated 11/9/06	
	RIP	$9,787	Con	06/07	Final Invoice			$9,787K Allocated 11/9/06 6-Mo Ext App'd 9/23/10 for Accept Contract Site Imps accepted 11/19/10	

Notes:

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

2010 STIP -Timely Use of Funds Provisions

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

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

Zone Criteria

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

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

Other Zone Criteria

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

Notes:

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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

Recommendation:
It is recommended the Commission approve the TFCA At Risk Report, dated October 31, 2011.

Summary:
The report includes currently active and recently completed projects programmed with Alameda County TFCA Program Manager funds. The report segregates the active projects into "Red", "Yellow", and "Green" zones based on upcoming project delivery milestones. Due to the timing of the At Risk Report all projects in the recently approved FY 11/12 program are in the red zone for executing a funding agreement by January 2012. Projects will be moved to the Green Zone as the agreements are executed. The other red zone projects are for funding expiration dates in December 2011 and January 2012. For these projects, either the deadline is anticipated to be met, or an extension request has been approved.

Information:
The report includes currently active and recently completed projects programmed with Alameda County TFCA Program Manager funds. The report segregates the active projects into "Red", "Yellow", and "Green" zones based on upcoming project delivery milestones. For this reporting cycle, there are a total of 39 active projects, 23 of which are listed under the report's "Green Zone" and do not have required activities due for eight months or more. Of the 16 remaining projects in the "Red Zone", six have FY 11/12 funding agreements due by January 2012. The other seven are in for funding expiration dates in late December 2011 or mid January 2012. For these projects, either a confirmation has been received that the deadline will be met, or a funding extension was approved by the Alameda CTC Board on October 27th. As noted at the end of the report, The South Fremont Arterial project, 09ALA05, has been completed and will be removed from the next report.

Note that for project start dates, an estimated project start date is included under the "Date Due" column of the report, but it is not assigned to a zone of risk. Actual start dates are added to the report as they are provided by the project sponsor.

Attachments:
Attachment A – TFCA Program Manager Fund At Risk Report

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TFCA County Program Manager Fund

At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Completed (Date or Y/N)	Notes
RED ZONE (Milestone deadline within 4 months)							
07ALA06	BART	Multi-Jurisdiction Bike Locker Project	TFCA Award	Agreement Executed	1/1/08	3/8/08	Expenditure deadline Dec '11 Expenditures not complete 2nd Extension approved 10/28/10 FMR Due Mar '12
			$ 275,405	Project Start	2/1/08	Feb-08	
			TFCA Expended	Final Reimbursement	12/31/12		
			$ 6,403	FMR	Mar-12		
				Expend Deadline Met?	12/22/11		
08ALA02	BART	Castro Valley BART Station Bicycle Lockers	TFCA Award	Agreement Executed	1/31/09	2/12/09	Expenditure deadline Dec '11 1st Extension approved 10/28/10 Expenditures not complete FMR Due Mar '12
			$ 66,500	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			$ -	FMR	Mar-12		
				Expend Deadline Met?	12/22/11		
08ALA03	Berkeley	9th Street Bicycle Boulevard	TFCA Award	Agreement Executed	1/8/09	1/14/09	Expenditure deadline Dec '11 Expenditures not complete FMR Due Mar '12
			$ 247,316	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			$ -	FMR	Mar-12		
				Expend Deadline Met?	12/22/11		
09ALA02	Alameda County	Fairmont Campus to BART Shuttle (FY 09/10)	TFCA Award	Agreement Executed	1/7/10	1/5/10	Expenditure deadline Jan '12 Expenditures complete FMR Due Oct '11
			$ 170,000	Project Start	Mar-10	Apr-10	
			TFCA Expended	Final Reimbursement	12/31/13	07/29/11	
			$ 170,000	FMR	Oct-11		
				Expend Deadline Met?	01/13/12	Yes	
09ALA04	Berkeley	Citywide Bicycle Parking Program	TFCA Award	Agreement Executed	1/7/10	1/5/10	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			$ 46,887	Project Start	Mar-10	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Mar-12		
				Expend Deadline Met?	01/13/12		
09ALA08	ACCMA	Guaranteed Ride Home Program (FYs 09/10 & 10/11)	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			$ 280,000	Project Start	Nov-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 90,747	FMR	Mar-12		
				Expend Deadline Met?	01/13/12		
09ALA10	ACCMA	Bike to Work Day Marketing and Survey	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			$ 96,000	Project Start	Mar-10	Mar-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Mar-12		
				Expend Deadline Met?	01/13/12		
11ALA01	Alameda	Park Street Corridor Operations Improvement	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 230,900	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA02	Alameda County	Mattox Road Bike Lanes	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 40,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA03	Albany	Buchanan Bike Path	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 100,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		

TFCA County Program Manager Fund

At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Completed (Date or Y/N)	Notes
RED ZONE (Milestone deadline within 4 months), continued							
11ALA04	Cal State - East Bay	CSUEB - 2nd Campus to BART Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 194,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA06	Fremont	North Fremont Arterial Management	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 256,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA07	Hayward	Post-project Monitoring/ Retiming activities for Arterial Mgmt project 10ALA04	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 50,300	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA08	Hayward	Clawiter Road Arterial Management	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 190,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA09	Oakland	Traffic Signal Synchronization along Martin Luther King Jr. Way	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 125,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA10	Oakland	Broadway Shuttle - 2012 Daytime Operations	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 52,154	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
GREEN ZONE (Milestone deadline beyond 7 months)							
08ALA01	ACCMA	Webster Street Corridor Enhancements Project	TFCA Award	Agreement Executed	1/8/09	12/16/08	Expenditure deadline Dec '12 1st Extension approved 10/28/10 2nd extension approved 10/27/11 Expenditures not complete FMR Due Mar '13
			$ 420,000	Project Start	Jan-09	Jun-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 229,016	FMR	Mar-13		
				Expend Deadline Met?	12/22/12		
08ALA05	ACCMA	Oakland San Pablo Avenue TSP/Transit Improvement Project	TFCA Award	Agreement Executed	NA	8/22/08	Expenditure deadline Dec '10 Expenditures complete Final Invoice received Jan '11 FMR Due Feb '13 (Required 2-year post-project reporting due Feb 2013)
			$ 174,493	Project Start	Apr-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/11	07/29/11	
			$ 174,493	FMR	Feb-13		
				Expend Deadline Met?	12/22/10	Yes	
09ALA01	ACCMA	Webster St SMART Corridors	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Dec '12 1st extension approved 10/28/10 2nd extension approved 10/27/11 Expenditures not complete FMR Due Mar '13
			$ 400,000	Project Start	Oct-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 192,094	FMR	Mar-13		
				Expend Deadline Met?	12/22/12		
09ALA07	AC Transit	Easy Pass Transit Incentive Program	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '13 1st extension approved 10/27/11 Expenditures not complete FMR Due Mar '13
			$ 350,000	Project Start	Sep-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Mar-13		
				Expend Deadline Met?	01/13/13		

TFCA County Program Manager Fund
At Risk Report
Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Completed (Date or Y/N)	Notes
GREEN ZONE (Milestone deadline beyond 7 months), continued							
10ALA01	Alameda County	Fairmont Campus to BART Shuttle (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	02/08/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 110,000	Project Start	Mar-11	Jan-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 46,041	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA02	Alameda CTC	I-80 Corridor Arterial Management	TFCA Award	Agreement Executed	2/17/11	07/09/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 100,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA03	Fremont	Signal Retiming: Paseo Padre Parkway and Auto Mall Parkway	TFCA Award	Agreement Executed	2/17/11	02/24/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 210,000	Project Start	Mar-11	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA04	Hayward	Traffic Signal Controller Upgrade and Synchronization	TFCA Award	Agreement Executed	2/17/11	01/26/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 614,000	Project Start	Mar-11	Dec-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 90,202	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA05	Oakland	Broadway Shuttle - Extended Service	TFCA Award	Agreement Executed	2/17/11	01/21/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 166,880	Project Start	Mar-11	Feb-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA06	Oakland	Webster/Franklin Bikeway Project	TFCA Award	Agreement Executed	2/17/11	01/20/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 90,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA07	Pleasanton	Pleasanton Trip Reduction Program (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 52,000	Project Start	Mar-11	Aug-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA08	AC Transit	TravelChoice- New Residents (TCNR)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 165,000	Project Start	Mar-11		
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 2,583	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA09	LAVTA	BART to Downtown Pleasanton - Route 8 (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures complete Final invoice received FMR received
			$ 96,860	Project Start	Mar-11	Nov-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 53,688	FMR	Jan-13	Sep-11	
				Expend Deadline Met?	10/28/12		
10ALA10	LAVTA	BART/Hacienda Business Park Shuttle - Route 9 (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures complete Final invoice received FMR received
			$ 60,380	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 37,406	FMR	Jan-13	Sep-11	
				Expend Deadline Met?	10/28/12		

TFCA County Program Manager Fund
At Risk Report
Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Completed (Date or Y/N)	Notes
GREEN ZONE (Milestone deadline beyond 7 months), continued							
10ALA11	LAVTA	ACE Shuttle Service - Route 53 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 70,677	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 20,183	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA12	LAVTA	ACE/BART Shuttle Service - Route 54 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 72,299	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ 20,860	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA13	San Leandro	San Leandro Links (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			$ 66,605	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
11ALA05	Cal State - East Bay	Transportation Demand Management Pilot Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 52,000	Project Start	Est. July 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA13	Alameda CTC	Alameda County Guaranteed Ride Home (GRH) Program (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	07/05/11	Expenditure deadline TBD FMR due date TBD
			$ 245,000	Project Start	Est. Nov. 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA11	Pleasanton	Pleasanton Trip Reduction Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Agreement executed Expenditure deadline TBD FMR due date TBD
			$ 52,816	Project Start	Est. July 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA12	San Leandro	San Leandro LINKS Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Agreement to be executed Expenditure deadline TBD FMR due date TBD
			$ 47,500	Project Start	Est. July 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA14	LAVTA	Route 9 Shuttle BART/Hacienda Business Park (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Agreement executed Expenditure deadline TBD FMR due date TBD
			$ 42,947	Project Start	Est. July 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
11ALA15	LAVTA	Route 10 - Dublin/ Pleasanton BART to Livermore ACE Station (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Agreement executed Expenditure deadline TBD FMR due date TBD
			$ 141,542	Project Start	Est. July 2011		
			TFCA Expended	Final Reimbursement	TBD		
			$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
Completed Projects (will be removed from the next monitoring report)							
09ALA05	Fremont	South Fremont Arterial Management	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '12 Expenditures complete Relinquishment letter received 7/14/11 for the remaining balance of $8,195.73 FMR received
			$ 223,804	Project Start	Jan-10	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13	07/29/11	
			$ 223,804	FMR	Mar-12	Jul-11	
				Expend Deadline Met?	01/13/12	Yes	

Report Milestone Notes

Agmt Executed = Date TFCA Agreement executed

Project Start = Date of project initiation

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

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

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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

Recommendation:
It is recommended the Commission approve the attached Federal STP/CMAQ Program At Risk Report, dated October 31, 2011.

Summary:
The report includes 58 locally-sponsored, federally-funded projects segregated by "zone." Red zone projects are considered at a relatively high risk of non-compliance with the provisions of MTC's Resolution 3606, the Regional STP/CMAQ Project Delivery Policy. Yellow zone projects are considered at moderate risk, and Green zone at low risk.

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

The report is intended to identify activities required to comply with the requirements set forth in MTC's Resolution 3606, the Regional STP/CMAQ Project Delivery Policy–Revised (as of July 23, 2008). Per Resolution 3606, for projects programmed with funding in federal FY 2011/12, the deadline to submit the request for authorization is February 1, 2012 and the obligation deadline is April 30, 2012.

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

Attachments:
Attachment A - Federal STP/CMAQ Program At Risk Report

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Federal At Risk Report — Status Date: October 31, 2011

Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects

Index	TIP ID / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
1	**ALA110025**	**Alameda**	**Alameda - Otis Drive Rehabilitation**						
	STP	$837	Con	10/11	Award Contract	12/08/11	R	$837 Obligated 3/8/11	Y
					Submit First Invoice	03/08/12	G		
					Liquidate Funds	03/08/17	G		
2	**ALA030002**	**Ala County**	**Vasco Road Safety Improvements Phase 1A**						
	STP	$2,250	Con	07/08	Submit First Invoice	Note 1	R	Contract awarded 6/7/11	
					Liquidate Funds	08/31/16	G	$2,250 Obligated 8/31/10	
3	**ALA090069**	**Ala County**	**Alameda County: Rural Roads Pavement Rehab**						
	STP	$1,815	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		
	STP	$320	PE	10/11	Liquidate Funds	03/16/17	G	$320 Obligated 3/16/11	
4	**ALA110026**	**Ala County**	**Alameda Co - Central Unincorporated Pavement Rehab**						
	STP	$1,071	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		
	STP	$50	PE	10/11	Liquidate Funds	03/23/17	G	$50 Obligated 3/23/11	
5	**SRTS1-04-001**	**Ala County**	**Fairview Elementary School Vicinity Improvements**						
	SRTS	$508		10/11	Submit Req for Auth	12/31/11	R	See Note 2	R
					Complete Closeout	03/31/14	G	See Note 2	
	SRTS	$77		Prior	Liquidate Funds	09/30/13	G	See Note 2	
6	**HSIP2-04-024**	**Ala County**	**Castro Valley Blvd - Wisteria St Intersection and Frontage Improvements**						
	HSIP	$577	Con	11/12	Submit Req for Auth	12/31/11	R	See Note 2	R
					Complete Closeout	03/31/14	G	See Note 2	
	HSIP	$59	PE	Prior	Liquidate Funds	9/31/13	G	See Note 2	
	HSIP	$63	R/W	Prior	Liquidate Funds	9/31/13	G	See Note 2	
7	**ALA110030**	**Albany**	**Albany - Buchanan Bicycle and Pedestrian Path**						
	CMAQ	$1,702	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		
8	**ALA110007**	**Berkeley**	**City of Berkeley Transit Action Plan - TDM**						
	CMAQ	$10	Con	11/12	Submit Req for Auth	02/01/12	R		Y
					Obligate Funds	04/30/12	G		
	CMAQ	$1,990	PE	10/11	Liquidate Funds	02/22/17	G	$1,990 Obligated 2/22/11	
9	**ALA110024**	**Dublin**	**Dublin Citywide Street Resurfacing**						
	STP	$547	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		

Red Zone Projects (cont.)

Index	TIP ID / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
10	**ALA110034**	**Dublin**	**West Dublin BART Golden Gate Drive Streetscape**						
	CMAQ	$580	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		
	CMAQ	$67	PE	10/11	Liquidate Funds	03/18/17	G	$67 Obligated 3/18/11	
11	**ALA110012**	**Fremont**	**Fremont CBD/Midtown Streetscape**						
	CMAQ	$540	Con	10/11	Award Contract	01/13/12	R	$540 Obligated 4/13/11	Y
	CMAQ	$53	Con	10/11	Award Contract	01/13/12	R	$53 Obligated 6/13/11	
					Submit First Invoice	04/13/12	G		
					Liquidate Funds	04/13/17	G		
	CMAQ	$1,007	Con	11/12	Submit Req for Auth	02/01/12	R	TIP Amendment Pending	
					Obligate Funds	04/30/12	G	To move $1,007 to 11/12	
12	**ALA110018**	**Fremont**	**Fremont Various Streets Pavement Rehabilitation**						
	STP	$3,138	Con	10/11	Award Contract	11/22/11	R	$3,138 Obligated 2/22/11	R
					Submit First Invoice	02/22/12	G		
					Liquidate Funds	02/22/17	G		
13	**HSIP1-04-005**	**Fremont**	**Install Median Barrier, Install Raised Median and Improve Delineation (Mowry)**						
	HSIP	$164	Con	11/12	Submit Req for Auth	12/31/11	R	See Note 2	R
					Complete Closeout	03/31/14	G	See Note 2	
	HSIP	$35		Prior	Liquidate Funds	12/31/13	G	See Note 2	
14	**ALA110019**	**Hayward**	**Hayward Various Arterials Pavement Rehab**						
	STP	$1,336	Con	10/11	Award Contract	11/23/11	R	$1,336 Obligated 2/23/11	R
					Submit First Invoice	02/23/12	G		
					Liquidate Funds	02/23/17	G		
15	**ALA110035**	**Hayward**	**South Hayward BART Area/Dixon Street Streetscape**						
	CMAQ	$1,682	Con	11/12	Submit Req for Auth	02/01/12	R		Y
					Obligate Funds	04/30/12	G		
	CMAQ	$536	PE	10/11	Liquidate Funds	01/18/17	G	$536 Obligated 1/18/11	
16	**ALA110013**	**Livermore**	**Iron Horse Trail Extension in Downtown Livermore**						
	CMAQ	$1,566	Con	11/12	Submit Req for Auth	02/01/12	R	Sponsor confirmed on track	R
					Obligate Funds	04/30/12	G		
17	**ALA110015**	**Livermore**	**Livermore Downtown Lighting Retrofit**						
	CMAQ	$176	Con	10/11	Award Contract	01/04/12	R	$176 Obligated 4/4/11	Y
					Submit First Invoice	04/04/12	G		
					Liquidate Funds	04/04/17	G		
18	**ALA110023**	**Livermore**	**Livermore - 2011 Various Arterials Rehab**						
	STP	$1,028	Con	10/11	Award Contract	12/21/11	R	$1,028 Obligated 3/21/11	Y
					Submit First Invoice	03/21/12	G		
					Liquidate Funds	03/21/17	G		

Red Zone Projects (cont.)

Index	TIP ID / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
19	**ALA110037**	**Livermore**	**Livermore Village Streetscape Infrastructure**						
	STP	$2,500	Con	11/12	Submit Req for Auth	02/01/12	R		R
					Obligate Funds	04/30/12	G		
20	**ALA110016**	**Newark**	**Newark - Cedar Blvd and Jarvis Ave Pavement Rehab**						
	STP	$682	Con	11/12	Submit Req for Auth	02/01/12	R	Sponsor confirmed on track	G
					Obligate Funds	04/30/12	G		
21	**ALA110006**	**Oakland**	**Various Streets Resurfacing and Bikeway Facilities**						
	STP	$3,492	Con	11/12	Submit Req for Auth	02/01/12	R		Y
					Obligate Funds	04/30/12	G		
	STP	$560	PE	10/11	Liquidate Funds	02/22/17	G	$560 Obligated 2/22/11	
22	**ALA110029**	**Oakland**	**Oakland Foothill Blvd Streetscape**						
	CMAQ	$2,200	Con	11/12	Submit Req for Auth	02/01/12	R		G
					Obligate Funds	04/30/12	G		
23	**SRTS2-04-007**	**Oakland**	**Multiple School (5 Schools) Improvements Along Major Routes**						
	SRTS	$802	Con	10/11	Submit Req for Auth	12/31/11	R	See Note 2	G
					Complete Closeout	03/31/14	G	See Note 2	
	SRTS	$118	PE	Prior	Liquidate Funds	09/30/13	G	See Note 2	
24	**ALA110031**	**Pleasanton**	**Pleasanton - Foothill/I-580/IC Bike/Ped Facilities**						
	CMAQ	$709	Con	11/12	Submit Req for Auth	02/01/12	R	Project on schedule to request E-76 by 2/1/12	G
					Obligate Funds	04/30/12	G		
25	**ALA110010**	**Port**	**Shore Power Initiative**						
	CMAQ	$3,000	Con	11/12	Submit Req for Auth	02/01/12	R		R
					Obligate Funds	04/30/12	G		
26	**ALA110027**	**San Leandro**	**San Leandro Downtown-BART Pedestrian Interface**						
	CMAQ	$4,298	Con	11/12	Submit Req for Auth	02/01/12	R		R
					Obligate Funds	04/30/12	G		
	CMAQ	$312	PE	10/11	Liquidate Funds	12/21/16	G	$312 Obligated 12/21/10	
27	**ALA110028**	**Union City**	**Union City Blvd Corridor Bicycle Imp. Phase 1**						
	CMAQ	$860	Con	11/12	Submit Req for Auth	02/01/12	R	Sponsor confirmed on track	R
					Obligate Funds	04/30/12	G		
28	**HSIP2-04-027**	**Ala. County**	**Remove Permanent Obstacle along Shoulder (Foothill Road)**						
	HSIP	$427	Con	10/11	Submit Req for Auth	06/30/12	Y	See Note 2	R
					Complete Closeout	09/30/14	G	See Note 2	
	HSIP	$59		Prior	Liquidate Funds	03/30/14	G	See Note 2	

Yellow Zone Projects

Index	TIP ID / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
29	**HSIP1-04-001**	**San Leandro**	**Washington Ave - Estabrook St Intersection**						
	HSIP	$409		Prior	Complete Closeout	03/31/12	Y	See Note 2	R
					Liquidate Funds		NA	See Note 2	
30	**ALA110036**	**Union City**	**Union City BART East Plaza Enhancements**						
	CMAQ	$4,450	Con	10/11	Submit First Invoice	02/02/12	Y	$4,450 Obligated 2/2/11	R
					Liquidate Funds	02/02/17	G	Contract Awd 6/28/11	

Green Zone Projects

Index	TIP ID / Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
31	**ALA110033**	**ACCMA**	**Alameda County Safe Routes to School**						
	CMAQ	$2,289	Con	10/11	Submit First Invoice	03/29/12	G	$2,689 Obligated 3/29/11	Y
	STP	$400	Con	10/11	Liquidate Funds	03/29/17	G	Obligated w/ALA110009	
32	**ALA110009**	**ACCMA**	**Bikemobile - Bike Repair and Encouragement Vehicle**						
	CMAQ	$500	Con	10/11	Submit First Invoice	03/29/12	G	$500 Obligated 3/29/11	Y
					Liquidate Funds	03/29/17	G	Obligated w/ALA110033	
33	**HSIP4-04-002**	**Alameda**	**Shoreline Dr - Westline Dr - Broadway Improvements**						
	HSIP	$416	Con	11/12	Submit Req for Auth	10/11/13	G	Assume no PE Request	NA
					Complete Closeout	01/12/16	G	See Note 2	
					Liquidate Funds	07/12/15	G	See Note 2	NA
34	**HSIP4-04-010**	**Alameda**	**Park Street Operations Improvements**						
	HSIP	$733	Con	11/12	Submit Req for Auth	01/12/14	G	Assume no PE Request	NA
					Complete Closeout	04/12/16	G	See Note 2	
					Liquidate Funds	10/12/15	G	See Note 2	NA
35	**SRTS1-04-002**	**Ala County**	**Marshall Elementary School Vicinity Improvements**						
	SRTS	$450	Con	12/13	Submit Req for Auth	10/01/12	G	See Note 2	R
					Complete Closeout	04/01/15	G	See Note 2	
	SRTS	$50	PE	Prior	Liquidate Funds	10/01/14	G	See Note 2	
36	**HRRR1-04-031**	**Ala County**	**Patterson Pass Road - PM6.4 Widen or Improve Shoulder**						
	HBRR	$717	Con	12/13	Submit Req for Auth	09/30/13	G	See Note 2	R
					Complete Closeout	12/31/15	G	See Note 2	
	HBRR	$101	PE	Prior	Liquidate Funds	06/30/15	G	See Note 2	
37	**ALA110039**	**Albany**	**Albany - Pierce Street Pavement Rehabilitation**						
	STP	$117	Con	10/11	Submit First Invoice	05/02/12	G	$117 Obligated 5/2/11	R
					Liquidate Funds	05/02/17	G	Contract Awd 7/12/11	

Green Zone Projects

Index	TIP ID	Sponsor	Project Title							
	Source	Prog'd Amount ($x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
38	**ALA090068**	**BART**	**MacArthur BART Plaza Remodel**						
	CMAQ	$626	Con	10/11				$626 Obligated 3/16/11	G
								Transfer to FTA Grant	
39	**ALA110032**	**BART**	**Downtown Berkeley BART Plaza/Transit Area Imps.**						
	CMAQ	$706	PE	10/11				$706 Obligated 3/16/11	G
	CMAQ	$1,099	Con	10/11				$1,099 Obligated 3/16/11	
								Transfer to FTA Grant	
40	**ALA110038**	**BART**	**BART - West Dublin BART Station Ped Access Imps**						
	CMAQ	$21	PE	10/11				$21 Obligated 2/2/11	G
	CMAQ	$839	Con	10/11				$839 Obligated 2/2/11	
								Transfer to FTA Grant	
41	**ALA110022**	**Berkeley**	**Berkeley - Sacramento St Rehab - Dwight to Ashby**						
	STP	$955	Con	10/11	Submit First Invoice	03/18/12	G	$955 Obligated 3/18/11	Y
					Liquidate Funds	03/18/17	G	Contract Awd 7/19/11	
42	**HSIP2-04-018**	**Fremont**	**Replace Concrete Poles with Aluminum in Median (Paseo Parkway)**						
	HSIP	$299		Prior	Complete Closeout	03/31/14	G	See Note 2	R
					Liquidate Funds	09/30/13	G	See Note 2	
43	**HSIP3-04-005**	**Fremont**	**Paseo Padre Parkway - Walnut to Washington - Replace Poles**						
	HSIP	$120		12/13	Submit Req for Auth	09/01/12	G	See Note 2	R
					Complete Closeout	12/02/14	G	See Note 2	
	HSIP	$23		Prior	Liquidate Funds	06/02/14	G	See Note 2	
44	**HSIP3-04-006**	**Fremont**	**Paseo Padre Parkway - Walnut Ave and Argonaut Way**						
	HSIP	$458	Con	12/13	Submit Req for Auth	09/01/12	G	See Note 2	R
					Complete Closeout	12/02/14	G	See Note 2	
	HSIP	$59		Prior	Liquidate Funds	06/02/14	G	See Note 2	
45	**HSIP4-04-020**	**Fremont**	**Fremont Blvd / Eggers Dr**						
	HSIP	$316	Con	13/14	Submit Req for Auth	10/11/13	G	Assume no PE Request	NA
					Complete Closeout	01/12/16	G	See Note 2	
					Liquidate Funds	07/12/15	G	See Note 2	
46	**HSIP4-04-022**	**Fremont**	**Fremont Blvd / Alder Ave**						
	HSIP	$391	Con	13/14	Submit Req for Auth	10/11/13	G	Assume no PE Request	NA
					Complete Closeout	01/12/16	G	See Note 2	
					Liquidate Funds	07/12/15	G	See Note 2	
47	**HSIP2-04-009**	**Hayward**	**Carlos Bee Blvd between West Loop Rd and Mission Blvd**						
	HSIP	$725		Prior	Complete Closeout	03/31/14	G	See Note 2	NA
					Liquidate Funds	09/30/13	G	See Note 2	
48	**ALA110014**	**Oakland**	**Oakland - MacArthur Blvd Streetscape**						
	CMAQ	$1,700	Con	10/11	Submit First Invoice	04/27/12	G	$1.7M Obligated 4/27/11	Y
					Liquidate Funds	04/27/17	G	Contract Dated 8/19/11	
49	**HSIP2-04-004**	**Oakland**	**West Grand at Market, Macarthur at Fruitvale & Market at 55th Improvements**						
	HSIP	$223	Con	11/12	Complete Closeout	09/30/14	G	See Note 2	G
					Liquidate Funds	03/30/14	G	See Note 2	

Green Zone Projects

Index	TIP ID	Source	Sponsor / Prog'd Amount ($x 1,000)	Project Title / Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
50	HSIP2-04-005		Oakland	Various Intersections Pedestrian Improvements						
		HSIP	$81	Con	11/12	Complete Closeout	09/30/14	G	See Note 2	G
						Liquidate Funds	03/30/14	G	See Note 2	
51	HSIP4-04-005		Oakland	San Pablo Ave - West St - W. Grand Ave Intersections						
		HSIP	$416	Con	13/14	Submit Req for Auth	12/13/13	G	Assume no PE Request	G
						Complete Closeout	03/13/16	G	See Note 2	
						Liquidate Funds	09/13/15	G	See Note 2	
52	HSIP4-04-011		Oakland	Bancroft Ave - 94th Ave Improvements						
		HSIP	$485	Con	13/14	Submit Req for Auth	10/11/13	G	Assume no PE Request	G
						Complete Closeout	01/12/16	G	See Note 2	
						Liquidate Funds	07/12/15	G	See Note 2	
53	HSIP4-04-012		Oakland	Hegenberger Rd Intersections						
		HSIP	$900	Con	13/14	Submit Req for Auth	10/11/13	G	Assume no PE Request	G
						Complete Closeout	01/12/16	G	See Note 2	
						Liquidate Funds	07/12/15	G	See Note 2	
54	SRTS1-04-014		Oakland	Intersection Improvements at Multiple School (5 Elem. + 1 Middle)						
		SRTS	$700		Prior	Complete Closeout	03/31/14	G	See Note 2	G
						Liquidate Funds	09/30/13	G	See Note 2	
55	ALA110021		Pleasanton	Pleasanton Various Streets Pavement Rehab						
		STP	$876	Con	10/11	Submit First Invoice	04/14/12	G	$876 Obligated 4/14/11	R
						Liquidate Funds	04/14/17	G	Contract Awd 6/21/11	
56	ALA110020		San Leandro	San Leandro - Marina Blvd Rehabilitation						
		STP	$807	Con	10/11	Submit First Invoice	03/29/12	G	$807 Obligated 3/29/11	Y
						Liquidate Funds	03/29/17	G	Contract Awd 5/5/11	
57	HSIP4-04-015		San Leandro	Washington Ave / Monterey Blvd						
		HSIP	$373	Con	13/14	Submit Req for Auth	03/12/14	G	Assume no PE Request	G
						Complete Closeout	04/12/16	G	See Note 2	
						Liquidate Funds	10/12/15	G	See Note 2	
58	ALA110017		Union City	Union City - Dyer Street Rehabilitation						
		STP	$861	Con	10/11	Submit First Invoice	04/13/12	G	$861 Obligated 4/13/11	Y
						Liquidate Funds	04/13/17	G	Contract Awd 6/14/11	

Notes:

1 MTC Reso 3606 deadline is before the status date of this report. Sponsor is working with Caltrans, MTC and Alameda CTC to expedite/complete required activity.

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

Appendix A

Federal At Risk Report Zone Criteria

Required Activities per Resolution 3606 (Revised July 23, 2008)

Required Activities Monitored by CMA[1]	Criteria Timeframes for Required Activities		
	Red Zone	**Yellow Zone**	**Green Zone**
Request Project Field Review	Project in TIP for more than nine (9) months, or obligation deadline for Con funds within 15 months.	Project in TIP for less than nine (9) months, and obligation deadline for Con funds more than 15 months away.	All conditions other than Red or Yellow Zones
Submit Environmental Package	NA	NA	NA
Approved DBE Program and Methodology	NA	NA	NA
Submit Request for Authorization (PE)	within three (3) months	within three (3) to six (6) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (R/W)	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (Con)	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Obligation/ FTA Transfer	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Advertise Construction	within four (4) months	within four (4) to six (6) months	All conditions other than Red or Yellow Zones
Award Contract	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Award into FTA Grant	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Submit First Invoice	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Liquidate Funds	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones Move to Appendix D
Project Closeout	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones

Other Zone Criteria

Red Zone	Projects with funds programmed in the same FY for both a project development phase (i.e. Env or PSE) and a capital phase (i.e. R/W or Con) without the project development phase(s) obligated.
Yellow Zone	Projects with an Amendment to the TIP pending.

Notes: [1] See Apendix B for more information about the Required Activities and Resolution 3606.

Appendix B

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

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

Appendix B

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

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

Appendix B

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

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

Notes:

1 Approval in the TIP: For administrative/ minor TIP Amendments it is the date of Caltrans approval. For formal TIP Amendments, it is the date of FHWA approval.

2 Per DOT letter from Caltrans Local Assistance to MPOs, regarding "Procedural Changes in Managing Obligations", dated 9/15/05.

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of CMA Exchange Program Quarterly Status Monitoring Report**

Recommendation:
It is recommended the Commission approve the CMA Exchange Program Quarterly Status Report, dated October 31, 2011.

Information:
The CMA Exchange Program provides funding for the projects programmed in the CMA Transportation Improvement Program (CMATIP), a local fund source administered by the Alameda CTC. The report contains a listing of all of the projects in the CMA Exchange Program, along with the current status of each exchange. No additional revenue has been received since the previous status report dated April 2011.

Attachments:
Attachment A – CMA Exchange Projects Quarterly Status Report

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CMA Exchange Projects - Quarterly Status Report

Status Date: October 31, 2011

Index	CMA Exchange Project Number	Sponsor	Project	Exchange Fund Source	Exchange Amount	Amount Rec'd (as of 10/20/2011)	Amount Remaining (to be rec'd)	Estimated Payback Date (full amount)	Agreement Status [1]	Notes
1	Ex 1	AC Transit	Bus Rehabilitation	STIP-RIP	$ 20,182,514	$ 20,182,514	$ -	Done	E	
2	EX 2	AC Transit	Bus Component Rehab	STP	$ 4,000,000	$ 4,000,000	$ -	Done	E	
3	Ex 3	AC Transit	Bus Component Rehab	STIP-RIP	$ 4,500,000	$ 4,500,000	$ -	Done	E	
4	Ex 15	AC Transit	Bus Rehabilitation	STIP-RIP	$ 6,378,000	$ 6,378,000	$ -	Done	E	
5	Ex 18	Ala. County	Vasco Rd. Safety Improvements	STP	$ 7,531,000		$ 7,531,000	12/31/15	D	
6	Ex 19	Ala. County	ARRA LSR Project	ARRA	$ 1,503,850		$ 1,503,850	12/31/10	D	
7	Ex 16	ACTIA	I-580 Castro Valley I/C Imps	STP	$ 1,000,000	$ 1,000,000	$ -	12/31/10	E	
8	Ex 17	ACTIA	I-580 Castro Valley I/C Imps	STIP-RIP	$ 1,300,000	$ 1,147,545	$ 152,455	12/31/10	E	
9	Ex 4	BART	Seismic Retrofit	STIP-RIP	$ 8,100,000	$ 8,100,000	$ -	Done	E	
10	Ex 5	Berkeley	Street Resurfacing	STP	$ 259,560	$ 259,560	$ -	Done	E	
11	Ex 6	Dublin	Tassajara Interchange	STIP-RIP	$ 4,230,000	$ 4,230,000	$ -	Done	E	
12	Ex 7	Fremont	Street Rehabilitation	STIP-RIP	$ 2,196,900	$ 2,196,900	$ -	Done	E	
13	Ex 8	Fremont	Street Resurfacing	STP	$ 858,000	$ 858,000	$ -	Done	E	
14	Ex 14	Fremont	Street Overlay -13 Segments	STP	$ 1,126,206	$ 1,126,206	$ -	Done	E	
15	Ex 20	Fremont	ARRA LSR Project	ARRA	$ 1,802,150	$ 1,802,150	$ -	Done	E	
16	Ex 9	Livermore	Isabel Interchange	STIP-RIP	$ 3,600,000	$ 3,600,000	$ -	Done	E	
17	Ex 10	MTC	East Dublin County BART	STP	$ 750,000	$ 750,000	$ -	Done	E	
18	Ex 11	Union City	UC Intermodal Station	STIP-RIP	$ 9,314,000	$ 1,813,153	$ 7,500,847	12/31/10	E	
				Totals:	**$ 78,632,180**	**$ 61,944,028**	**$ 16,688,152**			

Notes:

[1] E = Agreement Executed
A = Agreement Amendment in Process
D = Agreement Draft Form
N = Agreement Not Initiated

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Memorandum

Date: November 18, 2011

To: Alameda County Transportation Commission

From: Programs and Projects Committee

Subject: **I-80 Gilman Interchange Improvements Project – Approval to Execute Agreement with the Department of Transportation (Caltrans) to Provide Independent Quality Assurance Services for the Project Study Report**

Recommendations
It is recommended that the Commission authorize the Executive Director, or his designee to negotiate and execute an agreement with the Department of Transportation (Caltrans) to provide independent quality assurance services for an amount not to exceed $147,000. These services are essential for the delivery of the project.

The Alameda CTC approved budget will be amended to reflect this amount which will be funded from the federal and local funds available for this project.

Background
A Project Initiation Document (PID) is a state required document that addresses a proposed highway project's scope, cost, and schedule. A PID must be completed prior to a project being programmed into the State Transportation Improvement Program (STIP), even if it is substantially funded by a local agency. As part of balancing the state budget, the California Governor eliminated the funding for state staff to work on any PID document for locally sponsored projects. An impact of this policy is that local agencies must now reimburse the Department of Transportation (Caltrans) for saff time spent reviewing and approving the PID document. This policy decision increases project delivery costs for local transportation agencies.

The Self-Help Counties Coalition worked with Assembly member Bonilla on a bill (AB 1132) that would have required Caltrans to cover the costs for reviewing state PIDs for state highway projects in the adopted regional transportation plans and voter-approved sales tax measures and expenditure plans. The bill did not make it out of the Assembly.

Also, the State Department of Finance has not yet provided Caltrans the required budgetary approval to initiate any reimbursable work. The lack of budgetary approval will delay the initiation of work on the project by Caltrans staff.

The City and the Commission have been trying to move this project forward for quiet sometime. The project PSR needs to be completed and approved prior to the initiation of the environmental

phase as well as to pursue additional funding for the project. The City of Berkeley and the Commission have been working in partnership to initiate the project PSR effort over the last two years.

Discussion

The I-80 / Gilman Interchange Improvements project will provide operational benefits and improve the safety at this interchange. The project proposes to replace the existing stop sign ramp controls with a double-roundabout. The City of Berkeley has completed a draft Project Study Report (PSR) and has secured $1.5 million in federal earmark and local funds to complete the PSR and begin the environmental clearance phase. After the Commission and the City have selected a consultant to proceed with the completion of the PSR, the Governor issued his line item veto to stop funding the state staff form working on PID documents. Staff directed the consultant to work on items that do not require Caltrans staff involvement and bring all necessary documents to a Caltrans "ready to review" state. The consultant is approaching the completion of the identified work. Commission and City staff agreed that the Commission needs to enter into agreement with Caltrans at this time to allow additional project work to continue. The agreement will reimburse Caltrans for reviewing and approving the PSR document for an amount not to exceed $147,000. Should next year State's budget allow Caltrans staff to work on PID documents without charging local agencies, this agreement will be terminated.

In order to proceed with the delivery of this project, staff is recommending that the commission authorize the Executive Director to negotiate and execute a PID review agreement with Caltrans for an amount not to exceed $147,000.

Fiscal Impact

The project budget has federal funds that can be used to fund this action. The approved 2011/2012 Alameda CTC budget needs to be amended to include these funds.

Attachments

Attachment A – I-580 Gilman Interchange Draft Roundabout Interchange Concept

I-80 Gilman Interchange Project

ROUNDABOUT INTERCHANGE WITH FULL ACCESS SCALE 1" = 120'

DRAFT CONCEPT

PARSONS BRINCKERHOFF

November 16, 2011

Draft

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Dumbarton Rail Corridor Project (ACTIA No. 25) - Approval to Issue a Request for Proposals for Preliminary Right of Way Services and to Negotiate and Execute a Professional Services Agreement**

Recommendation

It is recommended that the Commission authorize the following actions related to the Dumbarton Rail Corridor Project (ACTIA No. 25):

1. Issuance of a Request for Proposals (RFP) for preliminary right of way and project implementation services; and
2. Authorize the Executive Director, or designee of the Executive Director, to negotiate and execute a professional services agreement in accordance with procurement procedures.

Summary

In June 2011, the Commission allocated $150,000 of Measure B Capital Program funding for preliminary right of way activities related to the Dumbarton Rail Corridor Project to be matched with $150,000 of RM2 funding. The Commission also authorized the execution of the necessary agreement(s) to secure the matching funds. In September 2011, the Commission approved a resolution of support for the allocation of the matching RM2 funds by the Metropolitan Transportation Commission (MTC).

While the San Mateo County Transportation Authority (SMCTA) has taken the lead on the implementation of the Preliminary Engineering / Environmental Studies (PE/Env) phase, the Alameda CTC has agreed to take the lead on developing a right of way acquisition and implementation plan. Staff will issue a RFP to initiate the procurement process to bring a consultant team on board. The purpose of the scope of services will be to identify the requirements and risks associated with the purchase of the right of way required for the project, including the UPRR right of way known as “Segment G” of the Oakland Subdivision. The study is intended to conclude with a report that outlines the steps necessary to implement the right of way acquisition phase of the overall project and any initial phases to be implemented in advance of the overall project. The report prepared as a result of the study will include a description of

the specific requirements that may affect the timing of the funding and implementation of the project and/or initial phases.

Background

The Dumbarton Rail Corridor Project is currently in the PE/Env phase. The current project funding plan shows a significant shortfall and the project is correspondingly playing a significant role in the ongoing discussions related to long range planning such as the Countywide Transportation Plan update and the development of a Transportation Expenditure Plan for a future sales tax measure. A project phasing plan has been identified which involves establishing interim bus service to build ridership in the corridor, and developing a right of way acquisition plan for the corridor.

The Dumbarton Rail Corridor Project will extend rail service from San Mateo County to the Union City Intermodal Station, with three proposed East Bay Stations. Current cost updates for the project put the estimated cost in the $700 - $820 million range with approximately $350 million of funding identified but not secured.

The Commission recently approved extensions to the Measure B Environmental Clearance and Full Funding Plan deadlines. Both deadlines were extended to March 31, 2013. Work on the Draft EIS/EIR has resumed and a draft EIS/EIR is expected spring 2012.

Fiscal Impact

Approval of the recommended actions will result in the encumbrance and subsequent project expenditures of up to $300,000 of Measure B Capital Project funding with fifty percent (50%) of the eligible project expenditures to be reimbursed by Regional Measure 2 (RM2). The net amount of Measure B funding expended for the recommended actions, i.e. the amount after consideration of reimbursements, shall not exceed $150,000.

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Approval of Consolidated FY2011-12 First Quarter Investment Report**

Recommendation
It is recommended that the Commission accept the attached Alameda CTC Consolidated FY2011-12 First Quarter Investment Report (Attachment A).

Summary

- As of September 30, 2011, total cash and investments held by the Alameda CTC were $296.4 million. This total is up $0.8 million or 0.25% from the prior year-end balance of $295.6 million.

- The increase in ACCMA's balance of $8.0 million or 41.9% was due to a reimbursement of $8 million in TCRP funds borrowed from federal and RM2 funding for the Westbound 580 HOV project which were used for the Eastbound 580 HOV project. The reduction in ACTIA's balance of $7.7 million or 7.4% was primarily due to capital project expenditures. ACTA's balance remained about the same.

- Investment yields continue to decline with the return on investments for the Alameda CTC at 1.08% compared to the prior year's return of 1.57%. Return on investments were projected for the FY2011-12 budget year at varying rates ranging from 0 - 2.00% depending on investment type.

- Based on current cash flow projections, ACTIA will require external financing by the 3rd quarter of FY2012-13 to satisfy capital project obligations.

- Alameda CTC investments are in compliance with the adopted investment policies.

- Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

Discussion:
As of September 30, 2011, the ACTA portfolio managed by investment advisors consisted of approximately 12.0% US Treasury Securities, 18.5% FDIC insured Corporate Bonds, 65.5% Federal Agency Securities and 4.0% Corporate Notes. The ACTIA portfolio managed by investment advisors consisted of approximately 35.7% US Treasury Securities, 14.7% FDIC insured Corporate

Bonds and 49.6% Federal Agency Securities. (See Attachment B) The ACTA and the ACTIA portfolios are in compliance with both the adopted investment policy and the California Government Code.

The Alameda CTC continues to see a decline in investment returns even as the economy slowly begins to recover due to the strategy developed by the investment advisors to match investments to ACTIA's and ACTA's cash flow needs. This strategy ensures the ability to fund capital project cash flow requirements without the need to sell an investment short of its maturity date which can increase risk in a portfolio.

In August, the unemployment rate in Alameda County was 10.7%, down 0.3 – 0.4% from June and July, and was right in between that of California at 11.9% and the United States at 9.1%. These are very high rates when compared to historical national rates which ranged from 4.0 – 5.0% in the years 2001 – 2007, hitting a peak in October, 2009 of 10.1%. Economists are predicting a 1.5 – 2.0% growth factor over the next quarter and into next year. This data reiterates the point that the recovery from the recession is moving very slowly. Consumer confidence plunged over the last several months due to the realization of economic circumstances with prospects not improving very fast. If people continue to worry about the future then they will tend to spend less which will be reflected in sales tax figures. ACTIA's sales tax revenues to date have fallen slightly below budget projections in the first quarter of the fiscal year.

Attachments:
Attachment A - Consolidated Investment Report
Attachment B - Detail of Investment Holdings (managed by PFM and Chandler)

Alameda CTC
Consolidated Investment Report
As of September 30, 2011

ACTA	Un-Audited Investment Balance	Interest Earned As of September 30, 2011				FY 2011	
		Interest earned	Approx. ROI	Budget	Difference	Investment Balance June 30, 2011	Interest earned FY 2011
Checking Account	$ (18,072)	$ 27	-0.60%			$ 136,079	$ 142
State Treas. Pool (LAIF)	48,009,175	36,983	0.31%			30,579,638	117,381
Investment Advisors (1)	119,940,470	632,120	2.11%			136,699,077	3,552,907
Loan to ACCMA	5,000,000					5,000,000	
ACTA Total	172,931,573	$ 669,130	1.55%	$ 512,500	$ 156,630	172,414,794	3,670,429
						Approx. ROI	*2.13%*

ACTIA	Un-Audited Investment Balance	Interest Earned As of September 30, 2011				FY 2011	
		Interest earned	Approx. ROI	Budget	Difference	Investment Balance June 30, 2011	Interest earned FY 2011
Community Bank (OPEB)(2)	$ 909,692	$ 184	0.08%			$ 909,508	$ 146
Checking Account	$ 1,836,827	$ 53	0.01%			$ 6,662,455	$ 1,435
State Treas. Pool (LAIF)	45,094,116	45,111	0.40%			42,027,371	270,521
Investment Advisors (1)	49,586,876	63,001	0.51%			55,548,875	534,984
Other							68,624
ACTIA Total	96,517,819	$ 108,165	0.45%	$ 72,113	$ 36,052	104,238,700	875,563
						Approx. ROI	*0.84%*

ACCMA	Un-Audited Investment Balance	Interest Earned As of September 30, 2011				FY 2011	
		Interest earned	Approx. ROI	Budget	Difference	Investment Balance June 30, 2011	Interest earned FY 2011
Checking Account	$ 4,977,766		0.00%			$ 3,788,488	$ -
State Treas. Pool (LAIF)	8,784,289	8,257	0.38%			9,177,767	34,264
TVTC Reserve (3)	6,187,745	5,933	0.38%			6,180,825	29,678
San Leandro Marina Reserve (3)	4,838,003	4,639	0.38%			4,832,592	23,421
TCRP Westbound 580 HOV	7,153,753	6,240	0.35%				
Loan from ACCMA	(5,000,000)					(5,000,000)	
ACCMA Total	$ 26,941,556	$ 25,068	0.37%	$ -	$ 25,068	$ 18,979,672	$ 87,363
						Approx. ROI	0.46%
ACTC TOTAL	$ 296,390,949	$ 802,362	1.08%	$ 584,613	$ 217,750	$ 295,633,166	$ 4,633,356

Notes:

(1) See attachments for detail of investment holdings managed by Investment Advisors.
(2) The OPEB/Health Retirement account and related interest income is held in a irrevocable trust and does not appear on ACTIA's balance sheet.
(3) Tri Valley Transportation Commission and San Leandro Marina project funds are invested in LAIF with interest accruing back to the respective project fund.
(4) All investments are marked to market on the financial statements at the end of the fiscal year per GASB 31 requirements.
(5) Alameda CTC investments are in compliance with the currently adopted investment policies.
(6) Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

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Managed Account Detail of Securities Held

For the Month Ending **September 30, 2011**

ALAMEDA CNTY TRANSPORTATION AUTHORITY - 03068500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 02/15/2009 1.375% 02/15/2012	912828KC3	4,800,000.00	AA+	Aaa	03/02/09	03/03/09	4,816,875.00	1.25	8,429.35	4,802,159.18	4,823,064.00
US TREASURY NOTES DTD 04/15/2009 1.375% 04/15/2012	912828KK5	3,065,000.00	AA+	Aaa	05/04/09	05/07/09	3,064,760.55	1.38	19,459.82	3,064,956.88	3,085,593.74
US TREASURY NOTES DTD 06/30/2010 0.625% 06/30/2012	912828NS5	1,110,000.00	AA+	Aaa	03/15/11	03/16/11	1,114,249.22	0.33	1,753.23	1,112,458.42	1,113,818.40
US TREASURY NOTES DTD 03/31/2011 0.750% 03/31/2013	912828QL7	1,500,000.00	AA+	Aaa	03/31/11	04/01/11	1,499,121.09	0.78	30.74	1,499,339.88	1,511,775.00
Security Type Sub-Total		**10,475,000.00**					**10,495,005.86**	**1.12**	**29,673.14**	**10,478,914.36**	**10,534,251.14**
U.S. Government Supported Corporate Debt											
SOVEREIGN BANK (FDIC) GLOBAL NOTE DTD 12/22/2008 2.750% 01/17/2012	846042AA7	1,000,000.00	AA+	Aaa	12/17/08	12/22/08	999,050.00	2.78	5,652.78	999,904.48	1,007,079.00
BANK OF AMERICA CORP (FDIC) GLOBAL MTN DTD 12/04/2008 3.125% 06/15/2012	06050BAA9	1,000,000.00	AA+	Aaa	12/15/08	12/18/08	1,020,390.00	2.51	9,201.39	1,004,260.46	1,020,551.00
JOHN DEERE CAPITAL CORP (FDIC) GL MTN DTD 12/19/2008 2.875% 06/19/2012	24424DAA7	2,050,000.00	AA+	Aaa	12/16/08	12/19/08	2,045,264.50	2.94	16,698.96	2,048,991.75	2,089,183.70
JPMORGAN CHASE & CO (FDIC) GLOBAL NOTE DTD 12/22/2008 2.125% 06/22/2012	481247AE4	1,000,000.00	AA+	Aaa	12/18/08	12/22/08	999,500.00	2.14	5,843.75	999,893.44	1,013,524.00
PNC FUNDING CORP (FDIC) GLOBAL NOTE DTD 12/22/2008 2.300% 06/22/2012	69351CAC7	2,350,000.00	AA+	Aaa	12/17/08	12/22/08	2,347,250.50	2.34	14,863.75	2,349,412.55	2,382,314.85
Security Type Sub-Total		**7,400,000.00**					**7,411,455.00**	**2.56**	**52,260.63**	**7,402,462.68**	**7,512,652.55**
Federal Agency Bond / Note											
FNMA GLOBAL NOTES DTD 03/02/2010 1.000% 04/04/2012	31398AH54	1,000,000.00	AA+	Aaa	03/25/10	03/30/10	996,280.00	1.19	4,916.67	999,051.33	1,003,932.00

Managed Account Detail of Securities Held

For the Month Ending **September 30, 2011**

ALAMEDA CNTY TRANSPORTATION AUTHORITY - 03068500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Bond / Note											
FHLB TAP BONDS DTD 05/05/2005 4.375% 06/08/2012	3133XBT39	2,780,000.00	AA+	Aaa	08/05/08	08/06/08	2,812,292.48	4.04	38,176.74	2,786,156.56	2,857,531.42
FNMA GLOBAL NOTES DTD 04/19/2010 1.250% 06/22/2012	31398AP71	3,100,000.00	AA+	Aaa	07/26/11	07/27/11	3,127,776.00	0.26	10,656.25	3,122,310.24	3,121,817.80
FHLB GLOBAL BONDS DTD 06/18/2010 0.875% 08/22/2012	3133XYWB7	8,650,000.00	AA+	Aaa	05/03/11	05/04/11	8,705,792.50	0.38	8,199.48	8,688,299.78	8,695,516.30
FFCB BONDS DTD 10/15/2008 3.650% 10/15/2012	31331GDH9	4,690,000.00	AA+	Aaa	10/07/08	10/15/08	4,691,547.70	3.64	78,935.31	4,690,423.55	4,851,959.77
FANNIE MAE GLOBAL NOTES DTD 10/08/2010 0.500% 10/30/2012	31398A4T6	4,575,000.00	AA+	Aaa	10/25/10	10/26/10	4,580,124.00	0.44	9,594.79	4,577,758.45	4,588,002.15
FHLB GLOBAL BONDS DTD 10/15/2009 1.625% 11/21/2012	3133XVEM9	10,000,000.00	AA+	Aaa	05/03/11	05/06/11	10,178,600.00	0.46	58,680.56	10,132,053.00	10,148,620.00
FHLMC GLOBAL NOTES DTD 12/02/2009 1.375% 01/09/2013	3137EACG2	2,380,000.00	AA+	Aaa	02/11/11	02/14/11	2,400,634.60	0.91	7,454.03	2,393,837.06	2,411,439.80
FHLMC GLOBAL REFERENCE NOTES DTD 01/17/2003 4.500% 01/15/2013	3134A4SA3	5,625,000.00	AA+	Aaa	03/25/10	03/30/10	6,058,575.00	1.66	53,437.50	5,827,649.79	5,925,015.00
Security Type Sub-Total		**42,800,000.00**					**43,551,622.28**	**1.22**	**270,051.33**	**43,217,539.76**	**43,603,834.24**
Corporate Note											
GENERAL ELEC CAP CORP GLOBAL SR MTN DTD 02/15/2002 5.875% 02/15/2012	36962GXS8	1,500,000.00	AA+	Aa2	02/29/08	03/05/08	1,598,040.00	4.06	11,260.42	1,509,909.63	1,528,654.50
GENERAL ELEC CAP CORP GLOBAL SR MTN DTD 10/19/2007 5.250% 10/19/2012	36962G3K8	650,000.00	AA+	Aa2	05/03/11	05/06/11	690,235.00	0.95	15,356.25	679,134.87	679,471.00
WELLS FARGO & COMPANY GLOBAL SR NOTES DTD 01/31/2008 4.375% 01/31/2013	949746NY3	1,000,000.00	AA-	A2	08/26/08	08/29/08	959,600.00	5.41	7,413.19	986,845.76	1,037,617.00
WELLS FARGO & COMPANY GLOBAL SR NOTES DTD 01/31/2008 4.375% 01/31/2013	949746NY3	1,500,000.00	AA-	A2	05/03/11	05/06/11	1,582,515.00	1.16	11,119.79	1,563,490.85	1,556,425.50

Managed Account Detail of Securities Held

For the Month Ending **September 30, 2011**

ALAMEDA CNTY TRANSPORTATION AUTHORITY - 03068500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Security Type Sub-Total		4,650,000.00					4,830,390.00	2.97	45,149.65	4,739,381.11	4,802,168.00
Managed Account Sub-Total		65,325,000.00					66,288,473.14	1.48	397,134.75	65,838,297.91	66,452,905.93
Securities Sub-Total		$65,325,000.00					$66,288,473.14	1.48%	$397,134.75	$65,838,297.91	$66,452,905.93
Accrued Interest											$397,134.75
Total Investments											$66,850,040.68

Alameda County Transportation Authority
Account #470

Holdings Report

As of 9/30/11

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Term (yrs) Duration
AGENCY									
3133XHPH9	FHLB Note 4.875% Due 11/18/2011	2,500,000.00	06/04/2009 1.35 %	2,711,595.00 2,511,335.45	100.59 0.43 %	2,514,787.50 45,026.04	4.65 % 3,452.05	Aaa AA+	0.13 0.13
31331GKY4	FFCB Note 2% Due 1/17/2012	1,475,000.00	11/16/2009 1.14 %	1,502,218.18 1,478,716.26	100.55 0.16 %	1,483,049.08 6,063.89	2.71 % 4,332.82	Aaa AA+	0.30 0.30
880591DT6	Tennessee Valley Authority Note 6.79% Due 5/23/2012	2,125,000.00	06/17/2008 4.25 %	2,317,763.00 2,156,611.52	104.16 0.34 %	2,213,457.38 51,302.22	4.12 % 56,845.86	Aaa AA+	0.65 0.63
3137EAAZ2	FHLMC Note 4.625% Due 10/25/2012	2,500,000.00	07/09/2008 3.99 %	2,562,070.00 2,515,438.33	104.61 0.30 %	2,615,285.00 50,104.17	4.85 % 99,846.67	Aaa AA+	1.07 1.04
3137EABE8	FHLMC Note 4.125% Due 12/21/2012	2,100,000.00	05/05/2011 0.49 %	2,223,471.60 2,192,759.34	104.58 0.38 %	2,196,108.60 24,062.50	4.04 % 3,349.26	Aaa AA+	1.23 1.19
31398A6F4	FNMA Note 0.375% Due 12/28/2012	4,200,000.00	03/31/2011 0.70 %	4,176,438.00 4,183,206.99	100.10 0.29 %	4,204,183.20 4,068.75	7.65 % 20,976.21	Aaa AA+	1.25 1.24
3133XP2W3	FHLB Note 3.375% Due 2/27/2013	2,500,000.00	07/09/2008 4.02 %	2,432,425.00 2,479,444.11	104.22 0.37 %	2,605,597.50 7,968.75	4.75 % 126,153.39	Aaa AA+	1.41 1.38
880591CW0	Tennessee Valley Authority Note 6% Due 3/15/2013	4,000,000.00	Various 3.45 %	4,407,900.00 4,136,637.52	107.93 0.54 %	4,317,112.00 10,666.67	7.87 % 180,474.48	Aaa AA+	1.46 1.41
31398ASD5	FNMA Note 3.875% Due 7/12/2013	1,700,000.00	04/09/2009 2.24 %	1,811,683.20 1,746,804.69	106.17 0.40 %	1,804,973.30 14,455.90	3.31 % 58,168.61	Aaa AA+	1.78 1.73
880591DW9	Tennessee Valley Authority Note 4.75% Due 8/1/2013	4,000,000.00	Various 2.35 %	4,411,330.00 4,166,022.99	107.71 0.52 %	4,308,416.00 31,666.67	7.89 % 142,393.01	Aaa AA+	1.84 1.77
31331GCS6	FFCB Note 3.875% Due 10/7/2013	2,300,000.00	02/04/2009 2.89 %	2,397,934.00 2,342,332.76	106.86 0.46 %	2,457,775.40 43,077.08	4.55 % 115,442.64	Aaa AA+	2.02 1.93
3133XSAE8	FHLB Note 3.625% Due 10/18/2013	2,000,000.00	03/03/2009 2.69 %	2,080,600.00 2,035,694.97	106.42 0.48 %	2,128,348.00 32,826.39	3.93 % 92,653.03	Aaa AA+	2.05 1.96
3134A4UK8	FHLMC Note 4.875% Due 11/15/2013	2,500,000.00	01/08/2009 2.44 %	2,776,632.50 2,621,212.21	109.42 0.42 %	2,735,525.00 46,041.67	5.06 % 114,312.79	Aaa AA+	2.13 2.01
Total Agency		**33,900,000.00**	**2.46 %**	**35,812,060.48** **34,566,217.14**	**0.41 %**	**35,584,617.96** **367,330.70**	**65.36 %** **1,018,400.82**	**Aaa** **AA+**	**1.38** **1.34**
FDIC INSURED US CORPORATE									
91160HAA5	US Bancorp FDIC Guaranteed Note 2.25% Due 3/13/2012	3,210,000.00	03/10/2009 2.25 %	3,209,614.80 3,209,942.36	100.91 0.23 %	3,239,336.19 3,611.25	5.90 % 29,393.83	Aaa AA+	0.45 0.45
38146FAA9	Goldman Sachs FDIC Guaranteed Note 3.25% Due 6/15/2012	2,000,000.00	12/08/2008 2.83 %	2,027,720.00 2,005,578.60	102.12 0.25 %	2,042,410.00 19,138.89	3.75 % 36,831.40	Aaa AA+	0.71 0.70
06[illegible]0BAA9	Bank of America Corp FDIC Guaranteed Note 3.125% Due 6/15/2012	2,100,000.00	12/19/2008 2.01 %	2,178,477.00 2,115,955.13	102.06 0.22 %	2,143,157.10 19,322.92	3.93 % 27,201.97	Aaa AA+	0.71 0.70
94[illegible]44AC0	Wells Fargo & Company FDIC Guaranteed Note 2.125% Due 6/15/2012	1,900,000.00	03/25/2009 2.13 %	1,899,506.00 1,899,891.35	101.23 0.38 %	1,923,434.60 11,888.19	3.52 % 23,543.25	Aaa AA+	0.71 0.70

Alameda County Transportation Authority
Account #470

Holdings Report

As of 9/30/11

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Term (yrs) Duration
FDIC INSURED US CORPORATE									
36967HAV9	GE Capital Corp FDIC Guaranteed Note 2.125% Due 12/21/2012	2,180,000.00	06/03/2009 2.10 %	2,182,071.00 2,180,716.51	102.18 0.34 %	2,227,415.00 12,868.06	4.07 % 46,698.49	Aaa AA+	1.23 1.21
481247AM6	JP Morgan Chase FDIC Guaranteed Note 2.125% Due 12/26/2012	3,250,000.00	04/22/2009 2.04 %	3,260,075.00 3,253,400.97	102.19 0.35 %	3,321,093.75 18,224.83	6.07 % 67,692.78	Aaa AA+	1.24 1.22
Total FDIC Insured US Corporate		**14,640,000.00**	**2.21 %**	**14,757,463.80 14,665,484.92**	**0.30 %**	**14,896,846.64 85,054.14**	**27.24 % 231,361.72**	**Aaa AA+**	**0.85 0.84**
MONEY MARKET FUND FI									
431114701	Highmark Govt Money Market Fund	18,297.95	Various 0.00 %	18,297.95 18,297.95	1.00 0.00 %	18,297.95 0.00	0.03 % 0.00	Aaa AAA	0.00 0.00
Total Money Market Fund FI		**18,297.95**	**N/A**	**18,297.95 18,297.95**	**0.00 %**	**18,297.95 0.00**	**0.03 % 0.00**	**Aaa AAA**	**0.00 0.00**
US TREASURY									
912828KA7	US Treasury Note 1.125% Due 12/15/2011	1,500,000.00	11/16/2009 0.90 %	1,506,919.09 1,500,684.61	100.21 0.09 %	1,503,222.00 4,979.51	2.74 % 2,537.39	Aaa AA+	0.21 0.21
912828GQ7	US Treasury Note 4.5% Due 4/30/2012	1,200,000.00	10/04/2007 4.18 %	1,215,703.13 1,202,000.64	102.51 0.20 %	1,230,140.40 22,597.83	2.28 % 28,139.76	Aaa AA+	0.58 0.57
912828HG8	US Treasury Note 3.875% Due 10/31/2012	1,225,000.00	08/27/2008 2.88 %	1,272,616.41 1,237,364.65	103.95 0.22 %	1,273,425.48 19,864.64	2.35 % 36,060.83	Aaa AA+	1.09 1.06
Total US Treasury		**3,925,000.00**	**2.52 %**	**3,995,238.63 3,940,049.90**	**0.17 %**	**4,006,787.88 47,441.98**	**7.37 % 66,737.98**	**Aaa AA+**	**0.60 0.59**
TOTAL PORTFOLIO		**52,483,297.95**	**2.39 %**	**54,583,060.86 53,190,049.91**	**0.36 %**	**54,506,550.43 499,826.82**	**100.00 % 1,316,500.52**	**Aaa AA+**	**1.18 1.14**
TOTAL MARKET VALUE PLUS ACCRUED						**55,006,377.25**			

Managed Account Detail of Securities Held

For the Month Ending **September 30, 2011**

ALAMEDA CNTY TRANSPORTATION IMPROV AUTH - 03068510

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 02/15/2009 1.375% 02/15/2012	912828KC3	6,910,000.00	AA+	Aaa	05/03/11	05/04/11	6,975,051.17	0.17	12,134.75	6,940,878.72	6,943,202.55
US TREASURY NOTES DTD 05/15/2009 1.375% 05/15/2012	912828KP4	2,615,000.00	AA+	Aaa	05/03/11	05/04/11	2,645,235.94	0.25	13,581.30	2,633,268.47	2,634,816.47
US TREASURY NOTES DTD 05/31/2007 4.750% 05/31/2012	912828GU8	5,735,000.00	AA+	Aaa	06/29/11	06/30/11	5,973,808.98	0.21	91,548.46	5,907,747.49	5,908,615.66
Security Type Sub-Total		**15,260,000.00**					**15,594,096.09**	**0.20**	**117,264.51**	**15,481,894.68**	**15,486,634.68**
Federal Agency Discount Note											
FREDDIE MAC DISC NOTE -- 0.000% 10/24/2011	313396NJ8	9,000,000.00	A-1+	P-1	05/03/11	05/04/11	8,994,810.00	0.12	0.00	8,999,309.97	8,999,892.18
Security Type Sub-Total		**9,000,000.00**					**8,994,810.00**	**0.12**	**0.00**	**8,999,309.97**	**8,999,892.18**
Managed Account Sub-Total		**24,260,000.00**					**24,588,906.09**	**0.17**	**117,264.51**	**24,481,204.65**	**24,486,526.86**
Securities Sub-Total		**$24,260,000.00**					**$24,588,906.09**	**0.17%**	**$117,264.51**	**$24,481,204.65**	**$24,486,526.86**
Accrued Interest											**$117,264.51**
Total Investments											**$24,603,791.37**

Alameda County Transport. Improvement Authority
Account #471

Holdings Report

As of 9/30/11

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Term (yrs) Duration
AGENCY									
3133XHPH9	FHLB Note 4.875% Due 11/18/2011	1,000,000.00	10/28/2008 3.78 %	1,031,172.00 1,001,341.93	100.59 0.43 %	1,005,915.00 18,010.42	4.66 % 4,573.07	Aaa AA+	0.13 0.13
3133XYUT0	FHLB Note 0.75% Due 12/21/2011	1,130,000.00	06/16/2011 0.13 %	1,133,565.15 1,131,544.26	100.14 0.13 %	1,131,566.18 2,354.17	5.16 % 21.92	Aaa AA+	0.22 0.22
313588QU2	FNMA Discount Note 0.13% Due 12/21/2011	1,675,000.00	06/22/2011 0.13 %	1,673,905.19 1,673,905.19	99.93 0.13 %	1,673,905.19 604.87	7.62 % 0.00	P-1 A-1+	0.22 0.22
313396RA3	FHLMC Discount Note 0.12% Due 12/27/2011	1,000,000.00	06/28/2011 0.12 %	999,418.61 999,418.61	99.94 0.12 %	999,418.61 303.47	4.55 % 0.00	P-1 A-1+	0.24 0.24
313312RB8	FFCB Discount Note 0.13% Due 12/28/2011	1,135,000.00	06/16/2011 0.13 %	1,134,204.87 1,134,204.87	99.93 0.13 %	1,134,204.87 434.45	5.17 % 0.00	P-1 A-1+	0.24 0.24
3128X8Q62	FHLMC Note 1.72% Due 3/14/2012	1,600,000.00	05/17/2011 0.18 %	1,620,092.80 1,611,088.00	100.70 0.18 %	1,611,187.20 1,299.56	7.34 % 99.20	Aaa AA+	0.45 0.46
31359MMQ3	FNMA Note 6.125% Due 3/15/2012	1,550,000.00	05/17/2011 0.18 %	1,625,410.60 1,591,727.20	102.66 0.30 %	1,591,295.10 4,219.44	7.26 % (432.10)	Aaa AA+	0.46 0.46
3137EABY4	FHLMC Note 2.125% Due 3/23/2012	1,600,000.00	05/17/2011 0.18 %	1,626,120.00 1,614,756.10	100.91 0.24 %	1,614,492.80 755.56	7.35 % (263.30)	Aaa AA+	0.48 0.48
3133MTZL5	FHLB Note 4.5% Due 11/15/2012	1,000,000.00	09/30/2011 0.26 %	1,047,586.00 1,047,470.50	104.58 0.42 %	1,045,771.00 17,000.00	4.84 % (1,699.50)	Aaa AA+	1.13 1.09
31331G2R9	FFCB Note 1.875% Due 12/7/2012	1,000,000.00	09/30/2011 0.30 %	1,018,589.00 1,018,546.17	101.81 0.35 %	1,018,083.00 5,937.50	4.66 % (463.17)	Aaa AA+	1.19 1.17
31398A6F4	FNMA Note 0.375% Due 12/28/2012	1,175,000.00	03/31/2011 0.70 %	1,168,408.25 1,170,301.96	100.10 0.29 %	1,176,170.30 1,138.28	5.36 % 5,868.34	Aaa AA+	1.25 1.24
Total Agency		**13,865,000.00**	**0.48 %**	**14,078,472.47** **13,994,304.79**	**0.24 %**	**14,002,009.25** **52,057.72**	**63.98 %** **7,704.46**	**Aaa** **AAA**	**0.53** **0.52**
FDIC INSURED US CORPORATE									
36967HAD9	GE Capital Corp FDIC Guaranteed Note 3% Due 12/9/2011	725,000.00	06/10/2011 0.14 %	735,121.00 728,901.39	100.53 0.22 %	728,861.35 6,766.67	3.35 % (40.04)	Aaa AA+	0.19 0.19
02580HAC0	American Express Bank FDIC Guaranteed Note 3.15% Due 12/9/2011	725,000.00	06/10/2011 0.14 %	735,656.78 729,107.92	100.57 0.16 %	729,149.18 7,105.00	3.35 % 41.26	Aaa AA+	0.19 0.19
4042EPAA5	HSBC USA FDIC Guaranteed note 3.125% Due 12/16/2011	725,000.00	06/10/2011 0.14 %	735,988.83 729,490.06	100.63 0.13 %	729,577.65 6,608.07	3.35 % 87.59	Aaa AA+	0.21 0.21
91[illegible]0HAA5	US Bancorp FDIC Guaranteed Note 2.25% Due 3/13/2012	1,225,000.00	03/10/2009 2.25 %	1,224,853.00 1,224,978.00	100.91 0.23 %	1,236,195.27 1,378.13	5.63 % 11,217.27	Aaa AA+	0.45 0.45
61[illegible]7UAP5	Morgan Stanley FDIC Guaranteed Note 2.25% Due 3/13/2012	990,000.00	06/28/2011 0.19 %	1,004,444.10 999,146.07	100.87 0.32 %	998,646.66 1,113.75	4.55 % (499.41)	Aaa AA+	0.45 0.45
38[illegible]FAA9	Goldman Sachs FDIC Guaranteed Note 3.25% Due 6/15/2012	800,000.00	12/08/2008 2.83 %	811,088.00 802,231.44	102.12 0.25 %	816,964.00 7,655.56	3.75 % 14,732.56	Aaa AA+	0.71 0.70

Alameda County Transport. Improvement Authority
Account #471

Holdings Report

As of 9/30/11

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Term (yrs) Duration
FDIC INSURED US CORPORATE									
06050BAA9	Bank of America Corp FDIC Guaranteed Note 3.125% Due 6/15/2012	800,000.00	12/19/2008 2.01 %	829,896.00 806,078.15	102.06 0.22 %	816,440.80 7,361.11	3.75 % 10,362.65	Aaa AA+	0.71 0.70
949744AC0	Wells Fargo & Company FDIC Guaranteed Note 2.125% Due 6/15/2012	740,000.00	03/25/2009 2.13 %	739,807.60 739,957.68	101.23 0.38 %	749,127.16 4,630.14	3.43 % 9,169.48	Aaa AA+	0.71 0.70
Total FDIC Insured US Corporate		**6,730,000.00**	**1.29 %**	**6,816,855.31 6,759,890.71**	**0.24 %**	**6,804,962.07 42,618.43**	**31.17 % 45,071.36**	**Aaa AA+**	**0.46 0.46**
MONEY MARKET FUND FI									
431114701	Highmark Govt Money Market Fund	21,504.34	Various 0.00 %	21,504.34 21,504.34	1.00 0.00 %	21,504.34 0.00	0.10 % 0.00	Aaa AAA	0.00 0.00
Total Money Market Fund FI		**21,504.34**	**N/A**	**21,504.34 21,504.34**	**0.00 %**	**21,504.34 0.00**	**0.10 % 0.00**	**Aaa AAA**	**0.00 0.00**
US TREASURY									
912828LR9	US Treasury Note 1.375% Due 10/15/2012	1,025,000.00	09/30/2011 0.18 %	1,037,775.90 1,037,742.37	101.22 0.20 %	1,037,532.68 6,507.77	4.75 % (209.69)	Aaa AA+	1.04 1.03
Total US Treasury		**1,025,000.00**	**0.18 %**	**1,037,775.90 1,037,742.37**	**0.20 %**	**1,037,532.68 6,507.77**	**4.75 % (209.69)**	**Aaa AA+**	**1.04 1.03**
TOTAL PORTFOLIO		**21,641,504.34**	**0.72 %**	**21,954,608.02 21,813,442.21**	**0.24 %**	**21,866,008.34 101,183.92**	**100.00 % 52,566.13**	**Aaa AA+**	**0.53 0.53**
TOTAL MARKET VALUE PLUS ACCRUED						**21,967,192.26**			

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Approval of Consolidated FY2011-12 First Quarter Financial Report**

Recommendation
It is recommended that the Commission accept the attached Alameda County Transportation Commission (Alameda CTC) Consolidated FY2011-12 First Quarter Financial Report.

Summary
On a consolidated basis, the first quarter of the fiscal year resulted in a net decrease in the overall fund balance of the Alameda CTC in the amount of $7.8 million related to ACTIA capital expenditures of sales tax revenues. All other fund types showed a slight increase in fund balance with revenues exceeding expenditures.

The attached financial report has been prepared on a consolidated basis by governmental fund type including the General Funds, Special Revenue Funds, the Exchange Fund and the Capital Projects Funds to give an overview of the Alameda CTC's revenues and expenditures in comparison to the adopted budget.

General Fund
In the General Fund, the Alameda CTC's revenues are under budget by $453,000 or 17.2% and expenditures are under budget by $438,000 or 20.4% (See attachment A). Both of these differences are mostly due to the slow start at the beginning of the fiscal year on the Safe Routes to School (SRTS) program which caused lower Congestion Mitigation and Air Quality (CMAQ) revenues and lower SRTS expenditures. Both revenues and expenditures related to SRTS are expected to approach budget as the fiscal year progresses.

Special Revenue Funds
The Special Revenue Funds group is made up of Measure B Program funds including funds for express bus, paratransit service, bike and pedestrian, transit oriented development and pass through funds as well as Transportatin Fund for Clean Air (TFCA) funds and Vehicle Registration Fee (VRF) funds. In the Special Revenue Funds, the Alameda CTC's revenues are very close to budget mostly due to the sales tax revenues projection being very close to actual. Expenditures in the Special Revenue Funds are $3 million or 16.8% under budget mostly due to VRF Programming which has not yet been approved by the Commission, therefore expenses have not been incurred (See attachment B). VRF Programming expenses are expected to approach budget as the fiscal year progresses.

Exchange Fund
In the Exchange Fund, the Alameda CTC's revenues and expenses are both under budget by $2.8 million at the end of the first quarter (See attachment C). Budget in this fund is only utilized on an as needed basis as exchanges are established to accommodate other governmental agencies' needs.

Capital Projects Funds
The Capital Projects Funds incorporates all Alameda CTC capital projects whether they were originally projects of the Alameda County Transportation Improvement Authority (ACTIA), the Alameda County Transportation Authority (ACTA) or the Alameda County Congestion Management Agency (ACCMA). In the Capital Projects Funds, the Alameda CTC's revenues are under budget by $8.9 million or 39.8% and expenditures also are under budget by $25.5 million or 50.3% (See attachment D). These variances can be attributed to timing on the availability of funding which has slowed the progress of some activities and some activities for which the budgeted expenditures were planned being scheduled to occur later in the fiscal year.

ACTIA Limitations Calculations
Staff has made the calculations required in ACTIA's Transportation Expenditure Plan related to salary and benefits and administration. The Salary and Benefits Limitation ratio of 0.72% and Administrative Cost Limitation ratio of 2.97% were calculated based on actual expenditures and were found to be in compliance with the requirements of 1.00% and 4.50%, respectively (See attachment E).
.

Discussion:
The Alameda CTC is in a strong position compared to budget after the first quarter of the fiscal year and remains sustainable. Sales tax revenues for FY2011-12 were projected at a 2% increase over the FY2010-11 budget. Actual sales tax revenues for FY2010-11 were $105.4 million which turns out to be higher than the FY2011-12 budget projection of $104.0 million. Nevertheless, actual revenues for the current fiscal year are coming in very close to the projections; therefore staff is not anticipating an adjustment to sales tax revenue projections for the current fiscal year at this time.

However, some budget adjustments are anticipated at mid-year in order to incorporate some unanticipated items as we merged the budgets. Staff needs to adjust some budgets by fund in order to reflect actual business practices as the agency is being developed and to reflect the actual fund balance roll forward from the prior fiscal year when actual financial data will be available.

Attachments:

Attachment A –	Alameda CTC General Fund Revenues/Expenditures Actual vs. Budget as of September 30, 2011
Attachment B –	Alameda CTC Special Revenue Funds Revenues/Expenditures Actual vs. Budget as of September 30, 2011
Attachment C –	Alameda CTC Exchange Fund Revenues/Expenditures Actual vs. Budget as of September 30, 2011
Attachment D –	Alameda CTC Capital Project Funds Revenues/Expenditures Actual vs. Budget as of September 30, 2011
Attachment E –	ACTIA Limitations Calculations as of September 30, 2011

Attachment A

Alameda CTC General Fund
Revenues/Expenditures
Actual vs Budget
as of September 30, 2011

	YTD Actuals	YTD Budget	% Used	Variance
Revenues:				
Sales Tax Revenues	$ 1,164,325	$ 1,170,000	99.51%	$ (5,675)
Investment Income	2,357	925	254.81%	1,432
Member Agency Fees	328,967	328,967	100.00%	(0)
Measure B Interagency Funds	-	20,051	0.00%	(20,051)
Other Income	9,420	-	0.00%	9,420
Grants				
MTC Planning Funds	506,618	401,700	126.12%	104,918
PPM Funds	135,819	305,033	44.53%	(169,214)
ACTIA Measure B	4,632	89,184	5.19%	(84,551)
CMAQ Funding	24,897	314,445	7.92%	(289,548)
Total Revenues	$ 2,177,035	$ 2,630,304	82.77%	$ (453,268)
Expenditures:				
Administration				
Salaries and Benefits	771,687	798,307	96.67%	26,620
Office Expenses and Supplies	7,382	12,485	59.13%	5,103
General Administration	599,455	646,731	92.69%	47,277
Commission Meeting Per Diems	15,505	43,216	35.88%	27,711
Contingency	0	43,750	0.00%	43,750
Planning				
County Wide Transportation Plan (CWTP)	300,958	211,375	142.38%	(89,583)
CWTP Measure B Grant to CMA	-	37,500	0.00%	37,500
Congestion Management Program	26,977	91,500	29.48%	64,523
Transportation and Land Use	4,795	8,750	54.80%	3,955
Transportation Planning	-	18,889	0.00%	18,889
Programs				
Programs Management	99,003	181,485	54.55%	82,481
Monitoring of Fed, State & Other Grants	-	3,125	0.00%	3,125
Safe Routes to School	-	262,500	0.00%	262,500
Bike Mobile Program	-	62,500	0.00%	62,500
Transportation Programming	18,572	4,838	383.91%	(13,734)
Indirect Cost Recovery/Allocation				
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(130,870)	(275,137)	47.57%	(144,267)
Total Expenditures	$ 1,713,465	$ 2,151,814	79.63%	$ 438,349
Net revenue over / (under) expenditures	**$ 463,571**	**$ 478,490**		

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Alameda CTC Special Revenue Funds
Revenue/Expenditures
Actual vs Budget
as of September 30, 2011

	YTD Actuals	YTD Budget	% Used	Variance
Revenues:				
Sales Tax Revenues	$ 14,801,032	$ 14,873,158	99.52%	(72,125)
Investment Income	2,738	688	398.25%	2,050
TFCA Funds	450,000	458,090	98.23%	(8,090)
VRF Funds	3,082,845	2,682,375	114.93%	400,470
Total Revenues	$ 18,336,615	$ 18,014,310	101.79%	$ 322,305
Expenditures:				
Salaries	37,587	79,393	47.34%	41,806
Office Expenses	1,539	-	0.00%	(1,539)
Public Relations	-	2,943	0.00%	2,943
VRF Registrar Costs	-	193,750	0.00%	193,750
VRF Ballot Costs	27,027	27,027	100.00%	-
VRF Pass Through Programming	-	1,607,350	0.00%	1,607,350
TFCA Programming Funds	44,958	829,918	5.42%	784,959
Countywide Transportation Plan Funding	-	37,500	0.00%	37,500
Measure B Programs Management Funding	115,473	288,668	40.00%	173,195
Grant Awards/Passthrough	14,706,381	14,873,158	98.88%	166,776
Total Expenditures	$ 14,932,965	$ 17,939,706	83.24%	$ 3,006,741
Net revenue over / (under) expenditures	**$ 3,403,650**	**$ 74,604**		

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ACCMA Exchange Fund
Revenue/Expenditures
Actual vs Budget
as of September 30, 2011

	YTD Actuals	YTD Budget	% Used	Variance
REVENUE				
VRF Funds	27,027	27,027	100.00%	-
Exchange Program Funds	-	2,778,725	0.00%	(2,778,725)
Interest Revenue	3,163	-	100.00%	3,163
TOTAL REVENUE	**$ 30,190**	**$ 2,805,752**	**1.08%**	**$ (2,775,562)**
EXPENDITURES				
Salaries	4,016	18,252	22.00%	14,236
CMA TIP Monitoring	-	37,500	0.00%	37,500
Programming Funds	719	2,750,000	0.03%	2,749,281
TOTAL EXPENDITURES	**$ 4,734.1**	**$ 2,805,752**	**0.17%**	**$ 2,801,017**
Net revenue over / (under) expenditures	**$ 25,456**	**$ -**		

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Alameda CTC Capital Projects Fund
Revenues/Expenditures
Actual vs Budget
as of September 30, 2011

Attachment D

	YTD Actuals	YTD Budget		% Used	Variance
REVENUE					
Sales Tax Revenues	$ 9,908,537	$ 9,956,843		99.51%	$ (48,305)
Investment Income	736,567	583,000		126.34%	153,567
Rental Income	1,342	-		0.00%	1,342
Other Income	294,291	-		100.00%	294,291
TFCA Funds	3,924	54,000		7.27%	(50,076)
VRF Funds	-	146,250		0.00%	(146,250)
Exchange Program Funds	621,641	895,350		69.43%	(273,709)
PPM Funds	-	68,226		0.00%	(68,226)
ACTIA Measure B	437,142	1,560,877		28.01%	(1,123,735)
Other Capital Project Grants	1,451,632	9,085,772		15.98%	(7,634,140)
Total Revenues	$ 13,455,076	$ 22,350,317		60.20%	$ (8,895,241)
EXPENDITURES					
Administration					
Salaries and Benefits	98,477	94,117		104.63%	(4,359)
Office Expenses and Supplies	964	1,233		78.24%	268
General Administration	116,334	110,455		105.32%	(5,879)
Commission Mtg. Per Diems	672	6,174		10.88%	5,502
Other Expenses	-	6,250		0.00%	6,250
Capital Projects					
ACTA					
Capital Expenditures	19,295	25,000		77.18%	5,705
I-800 Mod. Rte. 262-Mission Bl	-	183,770		0.00%	183,770
E/W Connector Proj. In N. Frem	136,564	6,250,000		2.19%	6,113,436
Rte. 238 Corridor Improvement	3,899,248	5,000,000		77.98%	1,100,752
I-580/Redwood Road Interchange	4,688	375,000		1.25%	370,312
I-580, 238 and 880 Corr Stdy	-	250,000		0.00%	250,000
Central Alameda County Freeway	67	450,000		0.01%	449,933
ACTIA					
Capital Expenditures	46,998	-		0.00%	(46,998)
Altamont Cmtr Expr (ACE) Rail	182,876	500,000		36.58%	317,124
BART Extension to Warm Springs	9,833,586	8,041,500		122.29%	(1,792,086)
BART Oakland-Airport Connector	216,938	7,000,000		3.10%	6,783,062
Dwntwn Oakland Strtscape Impvm	-	945,675		0.00%	945,675
Union City Intermodal Station	3,837,262	-		0.00%	(3,837,262)
A.C. Transit-San Pablo, Tgph C	-	520,837	1	0.00%	520,837
I-680 Expr. Ln. Impr. Rte. 84	1,286,385	1,368,954		93.97%	82,569
I-880/Brdwy-Jcksn St.	18,309	130,000		14.08%	111,691
I-580 Interchange Improvements	39,073	-		0.00%	(39,073)
Lwllng Ave./E Lwllng Ave. Wide	691,729	1,010,822	2	68.43%	319,093
I-580 Aux, Lane (Sta Rita Rd)	-	1,042,773		0.00%	1,042,773
I-880/State Rte. 92 Rlvr. Rte.	-	672,376		0.00%	672,376
Hespn/Lewlln widening - Stg 1	-	149,906		0.00%	149,906
Westgate Pkwy exit - Stg 1	874	512,500		0.17%	511,627
I-238 widng-Sn Lndro & Uinc.	3,472,758	-		0.00%	(3,472,758)
I-680/I-880 cross conn studies	-	123,129	3	0.00%	123,129
Isabel-Route 84/I-580 I/C	-	715,954		0.00%	715,954
Route 84 Expressway	457,969	2,320,157		19.74%	1,862,188
Dumbarton Corridor Improvement	55,853	100,000		55.85%	44,147
I-580 Cordr/BART Livermore Stu	332,335	444,331		74.79%	111,995
Emergency Projects	-	431,380		0.00%	431,380

Alameda CTC Capital Projects Fund
Revenues/Expenditures
Actual vs Budget
as of September 30, 2011

ACCMA				
I-680 HOT Lane	276,271	436,250	63.33%	159,979
I-880 North Safety Improvement	10,748	2,087,500	0.51%	2,076,752
I-580 East Bound HOV Lane	(57,625)	1,538,268	-3.75%	1,595,893
I-680 NB HOV/Express Lane	6,983	760,000	0.92%	753,017
I-580 ROW Preservation	1,559	192,597	0.81%	191,038
I-580 WB HOV/HOT Design	15,429	1,345,500	1.15%	1,330,071
I-880 Southbound HOV Lane	9,928	710,500	1.40%	700,572
I-580 PSR at 106th EB Off-Ramp	704	43,226	1.63%	42,522
Webster St. SMART Corridor	12,086	208,500	5.80%	196,414
I-580 Landscaping	-	87,500	0.00%	87,500
I-80 Gilman Interchange Improvements	955	153,000	0.62%	152,045
I-580 Soundwall Design	(17,433)	-	0.00%	17,433
I-80 Integrated Corridor Mobility	64,732	3,926,075	1.65%	3,861,342
Smart Corridors Operation and Manageme	719	232,559	0.31%	231,840
I-680/I-880 Cross Connector PSR	-	89,000	0.00%	89,000
Total Expenditures	$ 25,191,608	$ 50,704,454	49.68%	$ 25,518,457
Net revenue over / (under) expenditures	**$ (11,736,531)**	**$ (28,354,137)**		

[1] Accrual in FY10/11 was reversed as an audit adjustment. Adjustment will be made at mid-year to budget.

[2] ACTIA project funded through ACTA project MB239. Adjustment will be made at mid-year to budget.

[3] ACTIA I-238 project funded through project I-580 Aux project. Adjustment will be made at mid-year to budget.

Alameda County Transportation Improvement Authority
Fiscal Year 2011-2012
Limitations Calculations
As of September 30, 2011

Net Sales Tax	25,873,894.63	A
Investments & Other Income	4,027.14	B
Funds Generated	25,877,921.77	C
Salaries & Benefits	186,856.42	D
Other Admin Costs	580,340.52	E
Total Admin Costs	767,196.94	F

Gross Sal & Ben to Net Sales Tax	0.7222%	= D/A
Gross Sal & Ben to Funds Generated	0.7221%	= D/C
Total Admin Costs to Net Sales Tax	2.9651%	= F/A

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Approval of the Issuance of a Request for Proposals (RFP) for Financial Audit Services and Authorization to Negotiate and Execute a Contract**

Recommendation
It is recommended that the Commission authorize staff to prepare and issue an RFP and proceed with the contract procurement process to obtain a consultant to provide financial audit services for the Alameda County Transportation Commission (Alameda CTC).

Summary
The former Alameda County Congestion Management Agency (ACCMA) and Alameda County Transportation Improvement Authority (ACTIA) had previously contracted with separate financial audit consultants, Kevin W. Harper CPA & Associates and Maze & Associates, respectively, to audit its financial statements and perform Single Audits through fiscal years ending 2010-2011. Staff's recommendation to release a single RFP is consistent with the key objectives outlined in the Alameda CTC's Consolidated Annually Renewed Contracts Plan for Administrative Services for Fiscal Year 2011-2012, which was approved by the Commission at its meeting on January 27, 2011.

Background
Historically, on an annually-renewed basis, ACTIA contracted with 23 consultant firms to provide support services in the administration of the Measure B Sales Tax Program. Similarly, ACCMA contracted with 11 consultant firms for its administrative services. The merger of these two agencies and the creation of the Alameda CTC has allowed the Alameda CTC to have one single group of annually renewed contracts beginning FY 2011-12. Staff reviewed each of the annually renewed contracts of both predecessor agencies and, on January 27, 2011, the Board approved a plan to consolidate annually renewed professional administrative services contracts for fiscal year 2011-2012.

The financial audit services contracts provide the required independent audits of ACTIA's and ACCMA's financial statements, issuance of separate audit reports, completion of the Federal Single Audit report, if applicable, and a report on ACTIA's Limitations Worksheet, which attests that ACTIA has complied with the administrative cost limitation required by the Transportation Expenditure Plan approved by the voters in November, 2000. Currently, ACTIA contracts with Maze & Associates and the ACCMA contracts with Kevin W. Harper, CPA & Associates for

their independent audits. The current term for both of these contracts covers the required, separate audits through the fiscal year ending June 30, 2011.

Staff will be issuing a single RFP for the combined financial audit services for the Alameda CTC for a term of up to three years with an option for an additional two years. The incumbent will be limited to a maximum term of five years and will not be eligible to participate in the next contracting opportunity when it becomes available.

Fiscal Impacts

Since the contract for Financial Audit Services is considered a professional services contract, the consultant would be selected based on their professional qualifications. The contract budget would be negotiated and staff will provide an update to the Committee in March, 2012.

Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Councilmember Olden Henson, City of Hayward

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

RECEIVED
NOV 14 2011
ALAMEDA CTC

Citizen Advisory Committee (CAC)

☒ **Appoint**
(Appointment transferred from Supervisor Nadia Lockyer, Alameda County, District 2)

Audrey LePell
299 Ocie Way
Hayward, CA 94541
Email: kansgirl16@aol.com
Home Phone: (510) 785- 2840
Term Began: January 2009
Term Expires: January 2011

Paratransit Advisory and Planning Committee (PAPCO)

Please select one (Vanessa Proee or Renee Wittmeier); applications are attached.

☒ **Reappoint**

Vanessa Proee
2750 Sparks Way, Apt. 43
Hayward, CA 94541
Email: none
Phone: (510) 677-8248
Term Began: March 2010
Term Expires: March 2012

☒ **Appoint**
(Appointment transferred from Supervisor Wilma Chan, Alameda County, District 3)

Renee Wittmeier
764 Via Manzanas
San Lorenzo, CA 94580
Email: reneecwitt@hotmail.com
Phone: (510) 278-6211
Term Began: May 2009
Term Expires: May 2011

11/10/2011
Date

Councilmember Olden Henson, City of Hayward

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

(over)

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Mayor Marshall Kamena, City of Livermore

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

Bicycle and Pedestrian Advisory Planning Committee (BPAC)

The BPAC vacancy transferred to another appointer because of the new committee structure.

Citizen Advisory Committee (CAC)

One CAC vacancy was removed because of the new committee structure.

☑ **Reappoint**

Val Chinn
595 Blossom Way
Hayward, CA 94541
Email: vtchinn@hotmail.com
Phone: (510) 537- 4328
Term Began: February 2010
Term Expires: February 2012

Appointment Removed
Based on Meeting Attendance

Joseph Hilson
2553 Darwin Street
Hayward, CA 94545
Email: joseph@hilson.com
Phone: (510) 782-6289
Term Began: February 2011
Term Expires: February 2013

Paratransit Advisory and Planning Committee (PAPCO)

☑ **Reappoint**

Jane Lewis
3115 Finnian Way, Apt. 311
Dublin, CA 94568
Email: freedombydesign2@yahoo.com
Phone: (925) 339-5912
Term Began: September 2009
Term Expires: September 2011

10-28-2011
Date

Marshall Kamena
Mayor Marshall Kamena, City of Livermore

(over)

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Vice Mayor Luis Freitas, City of Newark

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

RECEIVED
OCT 28 2011
ALAMEDA CTC

Citizen Advisory Committee (CAC)

☒ **Appoint**
(Appoint transferred from Mayor Mark Green, City of Union City)

John Repar
32655 Red Maple Street
Union City, CA 94587
Email: repar1@att.net
Home Phone: (510) 324-8647
Term Began: March 2011
Term Expires: March 2013

Paratransit Advisory and Planning Committee (PAPCO)

☒ **Appoint**
(Appointment transferred from Supervisor Nadia Lockyer, Alameda County, District 2)

Herb Clayton
671 West A Street, Apt. 114
Hayward, CA 94541
Email: ucberkeley71@hotmail.com
Phone: (510) 397-4430
Term Began: March 2009
Term Expires: March 2011

10/26/2011
Date

Vice Mayor Luis Freitas, City of Newark

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Councilmember Rebecca Kaplan, City of Oakland

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

Bicycle and Pedestrian Advisory Planning Committee (BPAC)

Appointment Transfer to Mayors' Conference, District 4

Midori Tabata
3637 Columbian Drive
Oakland, CA 94605
Email: midorit@pacbell.net
Home Phone: (510) 562-8988
Term Began: September 2008
Term Expires: September 2010

RECEIVED
NOV 07 2011
ALAMEDA CTC

Citizen Advisory Committee (CAC)

Two CAC vacancies were removed because of the new committee structure.

☒ **Reappoint**

Pilar Lorenzana-Campo
2201 Broadway, Suite 502
Oakland, CA 94612
Email: pcampo@phlpnet.org
Home Phone: (510) 302-3396
Term Began: May 2010
Term Expires: May 2012

Paratransit Advisory and Planning Committee (PAPCO)

☒ **Reappoint**

Rev. Carolyn Orr
5009 Congress Avenue, Apt. 1
Oakland, CA 94601
Email: mzbutterfly2002@yahoo.com
Home Phone: (510) 436-0537
Term Began: May 2010
Term Expires: May 2012

11/1/2011
Date

Councilmember Rebecca Kaplan, City of Oakland

(over)

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Vice Mayor John Chiang, City of Piedmont

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

RECEIVED
NOV 14 2011
ALAMEDA CTC

Citizen Advisory Committee (CAC)

☐ **Appoint** **Vacant**

Paratransit Advisory and Planning Committee (PAPCO)

☑ **Reappoint**

Gaye Lenahan
906 Rose Avenue
Piedmont, CA 94611
Email: codocents2@sbcglobal.net
Phone: (510) 653-2890
Term Began: May 2011
Term Expires: May 2013

11-7-11
Date

Vice Mayor John Chiang, City of Piedmont

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Mayor Jennifer Hosterman, City of Pleasanton

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

RECEIVED
NOV 07 2011
ALAMEDA CTC

Bicycle and Pedestrian Advisory Planning Committee (BPAC)

Appointment Transfer to Mayors' Conference, District 1

Ann Welsh
6036 Via De Los Cerros
Pleasanton, CA 94566
Email: annwelsh6@msn.com
Home Phone: (925) 461-7466
Work Phone: (925) 878-5041
Term Began: October 2009
Term Expires: October 2011

Citizen Advisory Committee (CAC)

One CAC vacancy was removed because of the new committee structure.

☒ **Appoint** **Vacant** Mark Posson

Appointment Removed Based on Meeting Attendance

Brad Hottle
6268 Gibson Court
Pleasanton, CA 94588
Email: bradhottle@yahoo.com
Home Phone: (925) 249-9181
Work Phone: (925) 580-4617
Term Began: October 2010
Term Expires: October 2012

Paratransit Advisory and Planning Committee (PAPCO)

☒ **Reappoint**

Carmen Rivera-Hendrickson
2451 Santa Rita Road, Apt. 4
Pleasanton, CA 94566
Email: xarrihen29@yahoo.com
Home Phone: (925) 339-0894
Term Began: September 2009
Term Expires: September 2011

11/7/11
Date

Karen Diaz City Clerk
Mayor Jennifer Hosterman, City of Pleasanton
for

(over)

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

THE CITY OF PLEASANTON

RECEIVED SEP 12 2011 CITY CLERK

APPLICATION to serve on a Commission, Committee or Board

RECEIVED NOV 03 2011 ALAMEDA CTC

GENERAL INFORMATION

Name Posson (Last) Mark (First) C (Middle Initial) E-Mail marposs@att.net

Home Address 3036 Chardonnay Dr (Number) (Street) Pleasanton, 94566 (City, Zip)

Home Phone 925.484.2098 Work Phone

Name of Spouse Denise Posson Years As Pleasanton Resident 23

I am able to attend ☑ daytime ☑ evening meetings.

I would like to be considered for appointment to the:

- ☐ Planning Commission
- ☐ Parks & Recreation Commission
- ☐ Human Services Commission
- ☐ Library Commission
- ☐ Housing Commission
- ☐ Civic Arts Commission
- ☐ Economic Vitality Committee*
- ☐ Tri-Valley Community TV Board
- ☐ Youth Commission
- ☑ Other AC Transportation Improvement Authority CAC

Applicants must reside within Pleasanton city limits.

***Applicants for the Economic Vitality Committee can be a Pleasanton resident and/or be associated with a business located in Pleasanton.**

ORGANIZATIONS/ACTIVITIES/COMMUNITY INVOLVEMENT

Please list, in order of importance to you, the community, civic, professional, business, religious, social, athletic, and other organizations of which you have been a member. Please describe the nature of your participation, responsibilities and accomplishments. (If necessary, attach additional pages to the application.)

Organization	Dates of Membership	Position(s) Held
Energy and Environment Committee	2009-present	Chair

Describe
Advise the City Council and staff on energy and environmental issues.

Organization	Dates of Membership	Position(s) Held

Describe

THE CITY OF PLEASANTON

APPLICATION
to serve on a Commission, Committee or Board

GOALS

Please explain your interest in becoming a member of the Commission, Committee or Board.
(If necessary, attach additional pages to the application.)

The Alameda County Transportation Improvement Authority will be establishing the blueprint for future transportation in our region. The decisions made on how we move people and our goods will have significant impacts on our environment and our communities. I believe I can represent Pleasanton's interests in shaping the transportation future for our region and help guide the decisions to provided needed transportation improvement with needed environmental improvements.

I have a strong desire to use my talents to give back to the community. My extensive experience in environmental protection and public policy will allow me to make meaningful contributions to our regional future.

THE CITY OF PLEASANTON

APPLICATION
to serve on a Commission, Committee or Board

EDUCATION

Name and City of School	From-To	Degree	Major
California State University, Fullerton		M.A.	Biology
University of California, Irvine		B.S.	Biological Sciences

List any educational achievements.

EMPLOYMENT
(if applicable)

Present Employer

Business Address

Type of Business

Briefly describe your responsibilities

What do you consider your greatest responsibility, skill, or career achievement?

Directed Lockheed Martin Space Systems Company's environment, safety and health programs. Established the vision, strategies and programs for environmentally responsible business practices.

Applicant's Signature M Rosso Date 9/9/11

Return to:

City of Pleasanton
City Clerk's Office
P.O. Box 520 - 123 Main Street
Pleasanton, CA 94566

For further information visit our website at http://www.ci.pleasanton.ca.us

Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Councilmember Joyce Starosciak, City of San Leandro

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

Bicycle and Pedestrian Advisory Planning Committee (BPAC)

Appointment Transfer to
Mayors' Conference,
District 3

Jeremy Johansen
777 Davis Street
San Leandro, CA 94577
Email: osi@jj2k.com
Home Phone: (510) 667-9577
Term Began: September 2010
Term Expires: September 2012

Citizen Advisory Committee (CAC)

Appointment Removed
Based on Meeting
Attendance

Norbert Castro
1260 Ardmore Drive
San Leandro, CA 94577
Email: Norbert.castro@att.net
Phone: (510) 352-0950
Term Began: February 2010
Term Expires: February 2012

☒ **Reappoint**

Joseph Collier
694 Douglas Drive
San Leandro, CA 94577
Email: joeandesther@att.net
Home Phone: (510) 562-4024
Term Began: December 2009
Term Expires: December 2011

Appointment Removed
Based on Meeting
Attendance

Darren White
482 Superior Avenue
San Leandro, CA 94577
Email: adarrenw@sbcglobal.net
Home Phone: (510) 632-3563
Term Began: September 2010
Term Expires: September 2012

Joyce Starosciak
11/3/11

(over)

Paratransit Advisory and Planning Committee (PAPCO)

☒ **Appoint**
Appointment transferred from Supervisor Scott Haggerty, Alameda County, District 1)

Maryanne Tracy-Baker
1420 Vislagrand Drive
San Leandro, CA 94577
Email: clubmad@sbcglobal.net
Phone: (510) 483-6377
Term Began: August 2010
Term Expires: August 2012

11/3/11
Date

Joyce St
Councilmember Joyce Starosciak, City of San Leandro

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Executive Director Paul Matsuoka, LAVTA

RECEIVED
OCT 27 2011
ALAMEDA CTC

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

Bicycle and Pedestrian Advisory Committee (BPAC)

Transit agencies that receive Measure B funding may submit one BPAC application to Alameda CTC, and the Commission will appoint one BPAC member to represent transit from the applications received.

Paratransit Advisory and Planning Committee (PAPCO)

☑ **Reappoint**

Esther Ann Waltz
1001 Murrieta Blvd., Apt. 122
Livermore, CA 94550
Email: annica45@comcast.net
Home Phone: (925) 443-2385
Term Began: February 2011
Term Expires: February 2013

10/26/11
Date

Executive Director Paul Matsuoka, LAVTA

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

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Attachment A
Alameda CTC Community Advisory Committee Appointment Detail for Wilson Lee, Transit Manager, City of Union City

Check the box(es) and date and sign this form to approve reappointment of members whose terms are expiring or to appoint new members.

Bicycle and Pedestrian Advisory Committee (BPAC)

Transit agencies that receive Measure B funding may submit one BPAC application to Alameda CTC, and the Commission will appoint one BPAC member to represent transit from the applications received.

Paratransit Advisory and Planning Committee (PAPCO)

☑ **Appoint**

Larry Bunn
2601 Village Court
Union City, CA 94587
Email: lrbunn@sbcglobal.net
Home Phone: (510) 675-9966
Term Began: September 2010
Term End: September 2012

RECEIVED
NOV 01 2011
BY:

11-1-11
Date

Wilson Lee, Transit Manager, City of Union City

To fill a vacancy, submit a committee application and corresponding resume to the Alameda County Transportation Commission (Alameda CTC) for each new member. Return the form(s) by mail, email, or fax to:

Alameda CTC
Attn: Angie Ayers
1333 Broadway, Suite 300
Oakland, CA 94612
Email: aayers@alamedactc.org
Fax: 510-893-6489

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Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2011/2012

	Suffix	Last Name	First Name	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since Jul '11*
1	**Ms.**	**Tabata, Chair**	**Midori**	**Alameda County Mayors' Conference, D-4**	**Jul-06**	**Oct-11**	**Oct-13**	**0**
2	**Ms.**	**Welsh, Vice-Chair**	**Ann**	**Alameda County Mayors' Conference, D-1**	**Oct-09**	**Oct-11**	**Oct-13**	**0**
3	Mr.	Chen	Alexander	Supervisor Scott Haggerty, District 1	Oct-09		**Oct-11**	1
4	Ms.	Gigli	Lucy	Supervisor Wilma Chan, District 3	Jan-07	Jan-09	**Jan-11**	1
5	Mr.	Johansen	Jeremy	Alameda County Mayors' Conference, D-3	Sep-10	Oct-11	**Oct-13**	0
6	Mr.	Jordan	Preston	Supervisor Keith Carson, District 5	Oct-08	Sep-10	**Sep-12**	0
7	Mr.	Kirby	Glenn	Supervisor Nadia Lockyer, District 2	Oct-03	Jan-10	**Jan-12**	2
8	Mr.	Van Demark	Tom	Supervisor Nate Miley, District 4	Oct-04	Jan-09	**Jan-11**	2
9		**Vacancy**		**Alameda County Mayors' Conference, D-2**				
10		**Vacancy**		**Alameda County Mayors' Conference, D-5**				
11		**Vacancy**		**Transit Agency**				

F:\SHARED\GovBoard\ACTIA\BPAC\BPAC Records and Administration\2_Member Roster\BPAC_Roster and Attendance_102111_fy11-12.xlsx

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ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

Alameda CTC Citizens Advisory Committee Meeting Minutes
Thursday, June 16, 2011, 5:30 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

P Barry Ferrier, Chair	A Brad Hottle	P Clara Sample
P Cynthia Dorsey, Vice Chair	P Alton Jefferson	A Nicholas Sebastian
P Meredith Brown	A Roop Jindal	A Gerarda Stocking
A Norbert Castro	A Dimitris Kastriotis	A Brenda Walker
P Val Chinn	P Audrey LePell	A Ronald Washington
P Joseph Collier	P Pilar Lorenzana-Campo	A Darren White
P Frances Hilliard	A Harpal Mann	P Hale Zukas
A Joseph Hilson	P John Repar	
	A Frank Rose	

Staff:

A Arthur L. Dao, Executive Director	P Angie Ayers, Acumen Building Enterprise, Inc.
P Tess Lengyel, Programs and Public Affairs Manager	P Lou Hexter MIG

1. **Welcome and Introductions**
   Chair Barry Ferrier called the meeting to order at 5:40 p.m. The meeting began with introductions and a review of the meeting outcomes.

2. **Public Comment**
   There were no public comments.

3. **Approval of April 21, 2011 Minutes**
   Audrey LePell moved to approve the April 21, 2011 minutes as written. Frances Hilliard seconded the motion. The motion carried unanimously (12-0).

4. **Election of Chair and Vice Chair**
   Francis Hilliard nominated Cynthia Dorsey for chair. Val Chinn seconded the motion. The motion passed unanimously (12-0).

   Audrey LePell nominated Barry Ferrier as vice chair. Val Chinn seconded the motion. The motion passed unanimously (12-0).

   Tess Lengyel stated that the roles and responsibilities of CAC officers are listed on page 5 of the agenda packet. She suggested that the chair and vice chair review the document in the packet, and staff will further explain roles and responsibilities during the committee training session.

5. Approval of CAC Bylaws and Calendar

Tess explained that staff restructured the CAC membership and updated the bylaws primarily in response to the recent merger of the Alameda County Transportation Improvement Authority (ACTIA) and the Alameda County Congestion Management Agency (ACCMA). She stated that the committee structure changed due to the new configuration of the 22-member Alameda CTC board. Tess explained that the new committee structure, which the Commission adopted in May and is reflected in the new bylaws. She said that for the CAC, each Commission member will appoint a member. For example, since Cynthia Dorsey and Hale Zukas were both appointed by Supervisor Carson, one will stay with Supervisor Carson, and the other will be appointed by another commissioner. Tess stated that the merger also provided an opportunity to make the bylaws between the agency's four community advisory committees as uniform as possible.

Suggested edits to the CAC Bylaws:

- Article 1.6 Citizens Advisory Committee (CAC or "Committee): Make a change to reflect that the CAC works with the community and shares with the Commission.
- Article 1.7 – Citizens Watchdog Committee (CWC): Clarify that the CWC is only a definition.
- Article 2.2.2: Update the first sentence to "….reports, and some agencies' publications."
- Article 3.5 Attendance: Change "during the fiscal year" to "during a fiscal year."

Tess informed the committee that staff will work with the Commission directly and ask for reappointments to the committee. She stated that staff will look at members' attendance (who is actively serving on the committee) and willingness to continue to actively serve. Tess told the members that a redlined version of the bylaws will come to the committee in July for approval.

6. Discussion of Overall CAC Year Plan for Communications and Outreach

Tess led the discussion on the overall CAC plan for communications and outreach for the coming year. She stated the activities currently underway at the agency: The Countywide Transportation Plan (CWTP) is in full swing and the first draft of the plan will be complete in September. The Transportation Expenditure Plan (TEP) is expected to be placed on the November 2012 ballot. Alameda CTC has a modified team coming on board in July for Media Services and one task is to create a new Communications Plan. Tess said that the Communications Plan will establish goals and document the Alameda CTC communications and outreach efforts. Another task of the Media Services team is to provide further enhancements to the Alameda CTC website. Tess stated that the current website was a temporary site put in place after the merger of ACTIA and ACCMA.

She stated this is a good opportunity for the CAC members to be involved in providing input and ideas on the Communications Plan and to set achievable goals for the CAC. She reviewed the memo on CAC outreach goals for fiscal year 2011-2012.

Questions/feedback from the members:

- A member suggested that the CAC can form a subcommittee to address the additional approaches to performing outreach for the committee.
- What is the responsibility for the Commission in terms of transportation goals? Tess stated that the Alameda CTC Board members perform many duties in support of the agency, including some of the same things as CAC such as attending the Transportation Forums and hosting and attending workshops regarding the CWTP-TEP. The members suggested that the City Councils can promote communications and discuss transportation at their meetings; however, it's not being done. The chair suggested that CAC members can get this item on the city council agendas. Tess stated that the CAC chair can share comments at the Alameda CTC meeting.
- A member mentioned that the bylaws (Article 2.2.2) state that one of the roles and responsibilities of a CAC member is to bring the ideas from the public to the Alameda CTC. The member said that the CAC members are not bringing comments from the public to the CAC. Tess stated that this has always been a role of the CAC since 1986. Cynthia Dorsey reminded the committee that the CAC meeting time has been diminished, and the members currently do not have enough time to share the public needs in the meeting. Committee members and staff suggested that the members can submit the public needs in writing, and Alameda CTC will include the information in the agenda packet. That way CAC members can read it in advance and vote on any items at the meeting.
- For people without computers, Barry suggested that Alameda CTC send letters to keep them informed.

7. Staff Overview of Outreach Materials and Website Report

Tess introduced staff member Liz Brazil and stated that she has some background in performing business outreach. She stated that Liz's role has been expanded to include business outreach efforts on behalf of the CAC and the Commission. Liz led the discussion on outreach sign-up opportunities. She listed the following community events that members can commit to attend during the upcoming months.

- June 30 and July 7 – Alameda County Fair
- August 6-7 – Fremont Festival of the Arts
- August 27-28 – Oakland Chinatown Street Fest 2011
- September 11 – Solano Avenue Stroll
- September 17 – Hayward Art and Wine Festival
- September 18 – Newark Days Information Fair

Liz requested the members sign up for an event before leaving the meeting. She informed the committee that she will contact them to allow for sign-up opportunities. No members signed up.

Lou Hexter from MIG reviewed the Alameda CTC website analytics and e-news database report with the committee.

8. Committee Leadership Training

Lou Hexter held a Committee Leadership Training for CAC and staff that covered being an effective committee member, time management, effective communication and decision making.

9. Members Reports

Audrey LePell inquired if Alameda CTC contributed to the Route 680/Route 84 project in Niles Canyon. Staff said that this project belongs to Caltrans, and Alameda CTC did not contribute. Audrey informed the committee that the League of Women Voters magazine stated that Alameda County got an F in ozone and a D in particulate matter. She thought that the purpose of the ACCMA is to prevent these things from happening. Pilar Lorenzana-Campo stated that ozone and particulate matter levels are affected by land-use decisions and are related to greenhouse gas emissions.

Meredith Brown informed the committee of an outreach event being held by the Alameda County Democratic Lawyers Club with the Robert Raburn, Chris Peoples, and Joe Young at Everett and Jones restaurant on June 17.

Cynthia Dorsey stated that AC Transit has a meeting scheduled on June 26 to discuss schedule changes.

10. Staff Reports

A. Countywide Transportation Plan and Transportation Expenditure Plan

Tess encouraged the members to review the information in the packet.

B. Other

Tess stated that Alameda CTC projects a savings of $3 million in fiscal year 2011-2012 on staffing and consultants fees due to the merger of ACTIA and ACCMA.

11. Adjournment

The meeting adjourned at 7:45 p.m.

ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

Alameda CTC Citizens Advisory Committee Meeting Minutes
Thursday, July 21, 2011, 5:30 p.m., 33997 Alvarado Niles Road, Union City

Attendance Key (A = Absent, P = Present)

Members:

__P__ Cynthia Dorsey, Chair	__A__ Brad Hottle	__A__ Frank Rose
__P__ Barry Ferrier, Vice Chair	__A__ Alton Jefferson	__P__ Clara Sample
__A__ Meredith Brown	__P__ Roop Jindal	__A__ Nicholas Sebastian
__A__ Norbert Castro	__A__ Dimitris Kastriotis	__A__ Gerarda Stocking
__P__ Val Chinn	__P__ Audrey LePell	__A__ Brenda Walker
__P__ Joseph Collier	__A__ Pilar Lorenzana-Campo	__A__ Ronald Washington
__P__ Frances Hilliard	__P__ Harpal Mann	__A__ Darren White
__A__ Joseph Hilson	__P__ John Repar	__P__ Hale Zukas

Staff:

__P__ Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation

__P__ Liz Brazil, Contract Compliance and Outreach Analyst

__P__ Angie Ayers, Acumen Building Enterprise, Inc.

1. **Welcome and Introductions**
   Chair Cynthia Dorsey called the meeting to order at 5:40 p.m. The meeting began with introductions.

   ***Guests present*:** Lisa Garcia; Hugh McNamara; Diane Shaw, CAWG; Sharon Powers, PAPCO

2. **Public Comment**
   There were no public comments.

3. **Approval of June 16, 2011 Minutes**
   Members did not make a motion to approve the June 16, 2011 minutes.

4. **Approval of CAC Bylaws and Calendar**
   Suggested edits/feedback to the CAC Bylaws:
   - Article 1.6 Citizens Advisory Committee (CAC or "Committee): Change "… CAC keeps the Commission …" to "… CAC keeps the Commission and public …" The members did not agree on these edits, and staff agreed to work with the chair and vice chair on the wording and bring the item back to the committee.
   - Article 5.3 Quorum: Change the quorum from 50 percent back to 33percent. Tess Lengyel informed the members that the size of the committee has been reduced to 22 members. As an agency, if we can't get a quorum, we need to ask ourselves if the

committee is clear on its responsibilities. The new bylaws state that a quorum for the CAC is 50 percent plus one member.

Members did not make a motion to approve the CAC Bylaws and Calendar.

5. Staff Overview of Outreach Materials and Website Report

Liz Brazil reviewed the Alameda CTC website analytics and e-news database report with the committee. She explained that the total number of visits is down because Alameda CTC did not generate a newsletter, and it's the beginning of summer; however, people visiting the website are staying longer. The total growth for the month of July for the Constant Contact database is 52 people. Going forward, Alameda CTC will perform additional analysis to provide more data.

Cynthia encouraged the committee to visit the website and send the link to friends and family. If everyone refers the link to one person, it will help to increase the number of visits.

6. CAC Outreach Goals and Objectives

Liz led the discussion on outreach opportunities. Staff sent a letter to CAC members to request participation in several community outreach events from July through September 2011. Liz listed the following community events that members can commit to attending in the upcoming months.

- August 6-7 – Fremont Festival of the Arts
- August 27-28 – Oakland Chinatown StreetFest 2011
- September 11 – Solano Avenue Stroll
- September 17 – Hayward 2011 Street Party
- September18 – Newark Days Community Information Fair

She requested that members sign up for the Fremont Festival of the Arts and the Oakland Chinatown StreetFest. Liz stated that Alameda CTC is a sponsor and will be at the events from 10 a.m. to 5 p.m. Val Chinn and Cynthia signed up for the events.

Members requested an explanation of the e-notifier feature on the website. Staff explained that the e-notifier allows participants to receive updates about new and updated meetings, events, news, etc. A member requested to remove the limitation on the number of e-notifier selections. Currently, the service limits the number of RSS feed e-mails people can receive to five subscription e-mails.

7. CAC Member/Outreach Reports

Cynthia Dorsey reviewed the memo from the chair and requested that members review the document and provide input.

Outreach Survey

Liz led the discussion on the CAC members' outreach survey. The goal of the survey is to determine how to best support the CAC members' outreach efforts and to learn more about the types of outreach and tools that CAC members are interested in. Staff sent the survey to

the CAC members on July 14, 2011 and will collect the comments to share with the committee. The chair encouraged the members to complete the form in the packet and return it to Alameda CTC.

Member Reports

- Audrey LePell said on July 26, Caltrans will have a project meeting for Route 84 in Sunol and Fremont.
- Audrey invited interested members to review a copy of the League of Women Voters flyer *Transactions* after the meeting.
- Cynthia announced that AC Transit fares will increase effective August 1, and the information is posted on the AC Transit website.

8. Staff Reports

A. Countywide Transportation Plan and Transportation Expenditure Plan

Tess Lengyel mentioned that the committee will receive a presentation on the Countywide Transportation Plan and Transportation Expenditure Plan (CWTP-TEP) after the CAC meeting at the Transportation Forum. She stated that the evaluation of projects and programs for the draft CWTP is complete, and Alameda CTC will distribute the first CWTP draft in September 2011. Tess described the outreach being developed in the fall. Alameda CTC will hold five workshops around the county similar to the workshops in the spring. The second polling effort will take place during October.

The members inquired if the next five workshops will be at the same locations. Tess stated that is the recommendation; however, Alameda CTC will determine the availability of the locations. Barry Ferrier mentioned that the turnout of the workshops in the spring was low and encouraged the committee to assist in increasing the attendance at the workshops.

9. South County Transportation Forum and Open House

The members adjourned to the South County Transportation Forum and open house at 6:30 p.m.

10. Adjournment

The forum adjourned at 9 p.m.

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Alameda County Transportation Commission
Citizen Advisory Committee
Roster and Attendance
Fiscal Year 2010/2011

	Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
1	**Ms.**	**Dorsey, Chair**	**Cynthia**	**Oakland**	**Supervisor Keith Carson, D-5**	**Feb-02**	**Mar-09**	**Mar-11**	**0**
2	**Mr.**	**Ferrier, Vice-Chair**	**Barry**	**Union City**	**Mayor Mark Green, Union City**	**Jan-04**	**Jan-10**	**Jan-12**	**0**
3	Ms.	Brown	Meredith	Oakland	Supervisor Nate Miley, D-4	Apr-07	Apr-09	Apr-11	2
4	Mr.	Castro	Norbert	San Leandro	Councilmember Joyce Starosciak, San Leandro	Dec-07	Feb-10	Feb-12	2
5	Ms.	Chinn	Val	Hayward	Mayor Marshall Kamena, Livermore	Dec-99	Feb-10	Feb-12	0
6	Mr.	Collier	Joseph	San Leandro	Councilmember Joyce Starosciak, San Leandro	Dec-09		Dec-11	0
7	Ms.	Hilliard	Frances	Oakland	Supervisor Wilma Chan, D-3	Jun-02	Feb-10	Feb-12	0
8	Mr.	Hilson	Joseph	Hayward	Mayor Marshall Kamena, Livermore	Dec-06	Feb-11	Feb-13	2
9	Mr.	Hottle	Brad	Pleasanton	Mayor Jennifer Hosterman, Pleasanton	Oct-10		Oct-12	2
10	Mr.	Jefferson	Alton	San Leandro	Supervisor Wilma Chan, D-3	Sep-08	Sep-10	Sep-12	1
11	Dr.	Jindal	Roop	Hayward	Supervisor Scott Haggerty, D-1	Oct-03	Mar-10	Mar-12	0
12	Mr.	Kastriotis	Dimitris	Sunol	Supervisor Nadia Lockyer, D-2	Dec-07	Jan-10	Jan-12	2
13	Ms.	LePell	Audrey	Hayward	Supervisor Nadia Lockyer, D-2	May-04	Mar-11	Mar-13	0
14	Ms.	Lorenzana-Campo	Pilar	Oakland	Councilmember Rebecca Kaplan	May-10		May-12	2
15	Mr.	Mann	Harpal	Union City	Supervisor Nadia Lockyer, D-2	Mar-11		Mar-13	0
16	Mr.	Repar	John	Union City	Mayor Mark Green, Union City	Mar-11		Mar-13	0
17	Mr.	Sebastian	Nicholas	Emeryville	Vice Mayor Rob Bonta, Alameda	Sep-07	Sep-09	Sep-11	2
18	Ms.	Stocking	Gerarda	Livermore	Supervisor Scott Haggerty, D-1	Oct-03	Mar-10	Mar-12	2
19	Ms.	Walker	Brenda	Oakland	Supervisor Nate Miley, D-4	Oct-09		Oct-11	2

Alameda County Transportation Commission
Citizen Advisory Committee
Roster and Attendance
Fiscal Year 2010/2011

	Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
20	Mr.	Washington	Ronald	Berkeley	Supervisor Keith Carson, D-5	Feb-02	Mar-09	Mar-11	2
21	Mr.	White	Darren	San Leandro	Councilmember Joyce Starosciak, San Leandro	Sep-08	Sep-10	Sep-12	2
22		**Vacancy**			**Vice Mayor Rob Bonta, Alameda**				
23		**Vacancy**			**Mayor Mark Green, Union City**				
24		**Vacancy**			**Vice Mayor Rob Bonta, Alameda**				
25		**Vacancy**			**Mayor Jennifer Hosterman, Pleasanton**				
26		**Vacancy**			**Mayor Jennifer Hosterman, Pleasanton**				
27		**Vacancy**			**Mayor Marshall Kamena, Livermore**				
28		**Vacancy**			**Councilmember Rebecca Kaplan**				
29		**Vacancy**			**Councilmember Rebecca Kaplan**				
30		**Vacancy**			**Supervisor Keith Carson, D-5**				
31		**Vacancy**			**Supervisor Wilma Chan, D-3**				
32		**Vacancy**			**Supervisor Scott Haggerty, D-1**				
33		**Vacancy**			**Supervisor Nate Miley, D-4**				
	The number of CAC members is changing from 33 to 22 members. This roster will reflect the new structure once all appointments are received an approved by the Alameda CTC.								

Alameda County Transportation Commission
Citizens Watchdog Committee
Roster and Attendance
Fiscal Year 2011-2012

		Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
1	**Mr.**	**Paxson, Chair**	**James**	**Pleasanton**	**East Bay Economic Development Alliance**	**Apr-01**		**N/A**	**0**
2	**Ms.**	**Saunders, Vice-Chair**	**Harriette**	**Alameda**	**Paratransit Advisory and Planning Commission**	**Jul-09**		**N/A**	**0**
3	Ms.	Belchamber	Pamela	Berkeley	Alameda County Mayors' Conference, D-5	Mar-09	Apr-11	**Apr-13**	1
4	Ms.	Brady	Petra Olivia	Oakland	Alameda County Mayors' Conference, D-4	Oct-11		**Oct-13**	0
5	Mr.	Chavarin	Roger	Oakland	Alameda Labor Council AFL-CIO	Dec-08		**N/A**	0
6	Mr.	Dubinsky	Peter "Mike"	Fremont	Supervisor Nadia Lockyer, D-2	Oct-10		**Oct-12**	0
7	Mr.	Geen	Arthur B.	Oakland	Alameda County Taxpayers Association	Jan-01		**N/A**	1
8	Mr.	Haussener	James	Castro Valley	Supervisor Nate Miley, D-4	Feb-10		**Feb-12**	0
9	Mr.	Jensen	Erik	Oakland	East Bay Bicycle Coalition	May-10		**May-12**	1
10	Ms.	Lew	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Oct-11	**Oct-13**	0
11	Mr.	Zukas	Hale	Berkeley	Supervisor Keith Carson, D-5	Jun-09		**Jun-11**	0
12		**Vacancy**			**Alameda County Mayors' Conference, D-1**				
13		**Vacancy**			**Alameda County Mayors' Conference, D-3**				
14		**Vacancy**			**League of Women Voters**				
15		**Vacancy**			**Sierra Club**				
16		**Vacancy**			**Supervisor Scott Haggerty, D-1**				
17		**Vacancy**			**Supervisor Wilma Chan, D-3**				

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ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

Paratransit Advisory and Planning Committee Meeting Minutes

Monday, September 26, 2011, 1 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

__P__ Sylvia Stadmire, Chair
__P__ Will Scott, Vice-Chair
__P__ Aydan Aysoy
__P__ Larry Bunn
__A__ Herb Clayton
__P__ Shawn Costello
__A__ Herb Hastings
__P__ Joyce Jacobson
__A__ Sandra Johnson-Simon
__P__ Gaye Lenahan
__P__ Jane Lewis
__P__ Jonah Markowitz
__P__ Betty Mulholland
__A__ Rev. Carolyn Orr
__P__ Sharon Powers
__P__ Vanessa Proee
__P__ Carmen Rivera-Hendrickson
__P__ Michelle Rousey
__P__ Clara Sample
__P__ Harriette Saunders
__P__ Maryanne Tracy-Baker
__P__ Esther Waltz
__P__ Renee Wittmeier
__P__ Hale Zukas

Staff:

__P__ Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation
__P__ Matt Todd, Manager of Programming
__P__ John Hemiup, Senior Transportation Engineer
__P__ Jacki Taylor, Program Analyst
__P__ Naomi Armenta, Paratransit Coordinator
__P__ Krystle Pasco, Paratransit Coordination Team
__P__ Vida Lepol, Acumen Building Enterprise, Inc.
__P__ Cathleen Sullivan, Nelson\Nygaard
__P__ Richard Weiner, Nelson\Nygaard

1. **Welcome and Introductions**
   Will Scott called the meeting to order at 1:03 p.m. The meeting began with introductions and a review of the meeting outcomes.

   Guests Present: Jennifer Cullen, Senior Support Services; Shawn Fong, City of Fremont Paratransit; Kim Huffman, AC Transit; Leslie Simon, Center for Independent Living; Cathleen Sullivan, Nelson\Nygaard; Laura Timothy, East Bay Paratransit; Richard Weiner, Nelson\Nygaard; and Mark Weinstein, East Bay Paratransit

2. Public Comments

There were no public comments.

3. Approval of June 27, 2011 Minutes

Sylvia Stadmire moved that PAPCO approve the June 27, 2011 minutes as written. Betty Mulholland seconded the motion. The motion carried with one abstention, Maryanne Tracy-Baker (19-1).

4. Recommendation to Commission on Matching Funds for New Freedom Grant

Naomi Armenta introduced the recommendation to the Commission on the matching funds for the New Freedom Grant, a federal funding program. Naomi referred to the memo in the packet that details the recommendation. Staff recommends that PAPCO recommend to the Commission $10,000 in matching funds from the Gap Grant Matching fund for a New Freedom Grant to improve Mobility Management in Alameda County. Naomi apologized for the timing of the recommendation as the New Freedom Grant application was due in early September and PAPCO did not have a meeting after staff agreed to submit an application and prior to the deadline. The total cost of the two-year project submitted in the application is $110,000. Naomi gave a brief overview on the other details of the Mobility Management proposal for the New Freedom Grant.

Naomi also gave an overview of the Gap Grant Matching fund that was created by PAPCO in 2006. The fund was established for agencies to access matching funds in order to submit applications for a variety of grant funds. All projects/programs must address gaps in services.

Questions/feedback from the members:

- Can anyone apply for the Mobility Management position? Naomi explained that Alameda CTC staff will assess the best way to fill that position.
- Will travel training become available for younger individuals? Naomi explained that staff may explore that option in the future or consider other options for travel training for youth such as through the Safe Routes to Schools Program.
- Who will manage this program once it is created? Naomi explained that the Alameda CTC will contribute $20,000 for project management of the

program, but the program will be written into the Paratransit Coordination scope.

Jonah Markowitz moved that PAPCO approve the recommendation to the Alameda CTC Commission of $10,000 in matching funds for a New Freedom Grant to enhance Mobility Management in Alameda County. Harriette Saunders seconded the motion. The motion carried with two abstentions (18-2).

5. Recommendation on CMMP Pilot Programs

John Hemiup introduced the recommendation on the CMMP pilot projects. Cathleen Sullivan gave a brief overview on Alameda CTC's process for developing the recommendation including the CMMP process (which encompassed FY 10/11 and included meetings within the planning areas) and gathering input from the Paratransit Technical Advisory Committee (TAC). Cathleen described the pilot projects and stated that they include establishing a uniform taxi policy throughout North County; expanding the South County Taxi Program into Central County; and implementing a planning-area-wide Mobility Management project in South County. PAPCO discussed the potential pilot programs.

Questions/feedback from the members:

- A member stated concern regarding the reimbursement versus voucher payment methods for the taxi program. Cathleen explained that staff is looking toward a universal voucher payment method and is aware that many people cannot afford to pay for their taxi fares up front.
- Is there a pilot project for East County? Cathleen explained that no projects in the East County are ready to be implemented in the CMMP process.
- A member recommended the use of a different taxi company for the new proposed taxi pilot.
- A member recommended an increase in the number of accessible taxis for the new taxi pilot project.

Jonah Markowitz moved that PAPCO approve the recommendation on the potential pilot programs to be implemented by the Alameda CTC and TAC beginning FY 11-12. Esther Waltz seconded the motion. The motion carried with two oppositions and six abstentions (12-2-6).

6. Discussion on Draft Paratransit Program Implementing Guidelines

Matt Todd introduced the draft paratransit program implementing guidelines and gave a brief overview of the current agreements and guidelines process.

Richard Weiner presented the draft implementing guidelines by category: Taxi Programs, City Fixed Route Shuttles or "Accessible Community Buses," City-based Door-to-door Services, Volunteer Driver Programs, Group Trips, Mobility Management & Travel Training, Meal Delivery Services, Scholarship/Subsidized Fare Programs, and Americans with Disabilities Act (ADA)-mandated Services. Richard gave context regarding the proposed changes within an environment where funding is limited and demand is continuously increasing.

With regard to taxi programs, Richard noted the differences among all of the accessible taxi services throughout the county. Richard discussed the proposed customer service parameters, eligible population, time and days of service, and fares (costs to customers).

Richard noted that one of the service parameters of the proposal for city fixed-route shuttles is to make this service available to the general public. Richard also noted that with regard to the city-based door-to-door services, current redundancies need to be addressed.

Lastly, Richard noted that East Bay Paratransit will continue to be eligible for funding from Measure B throughout this process.

Questions/feedback from the members:

- Members expressed concern regarding limiting trips for the taxi program pilot and the payment methods associated with taxis.
- Members expressed concern with allowing the general public to access the fixed-route shuttles.
- A member inquired about the improvements that will be made with regional or cross-county trips due to these new guidelines.
- Members expressed concern regarding the process for recommending the implementing guidelines and would like more time for feedback.

7. **Mobility Workshop Outcomes Report**
   Due to time constraints, PAPCO members did not receive the Mobility Workshop Outcomes report and will receive it at the next meeting.
8. **Development of PAPCO Goals and Work Plan for Fiscal Year 2011-2012**
   A. Review Work Plan Outcomes from FY 10-11
   B. Develop New Goals and Work Plan for FY 11-12
      Due to time constraints, PAPCO members did not discuss the goals and work plan and will plan to discuss them at the next meeting.

9. **Report from East Bay Paratransit on Cycle 4 Paratransit Gap Grant MDT/AVL Project**
   Mark Weinstein gave a report on the East Bay Paratransit (EBP) Mobile Data Terminal/Automatic Vehicle Locators (MDT/AVL), a Cycle 4 Gap Grant project. Mark stated that in early December 2010, EBP completed the installation of the MDTs on over 200 vehicles. This resulted in an immediate reduction in lost drivers. The MDTs give turn-by-turn directions to drivers and monitors their driving speeds. Last fiscal year, their on-time performance rate was 93.6 percent, an all time high for EBP. The MDTs also have an AVL that is pretty accurate and has helped to identify actual no-shows and estimated time of arrivals of vehicles. Mark also mentioned the development of an interactive voice response system.

   Questions/feedback from the members:
   - Members expressed continued frustration with on-time performance but noticed some improvement.
   - A member inquired about the current policy in paying fares for individuals who cannot pay their fare after being picked up. Mark explained that when scheduling a ride, the individual is told that he or she is required to pay the fare. The in-person certification interviews are also to walk through the payment procedures with the consumer.
   - A member expressed concern with cross-county/regional trips into Contra Costa County. Mark explained that the Orinda BART is the farthest point that East Bay Paratransit will go into Contra Costa County.

10. Member Reports on PAPCO Mission, Roles and Responsibilities Implementation

- Aydan Aysoy went to the UC Berkeley Disabled Students Residence Program with Krystle Pasco and talked to the students about their travel options.
- Michelle Rousey went to the Hayward Street Party event and helped do outreach at the Alameda CTC table. She and Carmen Rivera-Hendrickson went to a couple of health fairs last month.
- Carmen went to health fairs in August. Carmen also reported to LAVTA and at the mayor's dinner on the disability community. In addition, the fairground route will stay in place for the next couple of years and will be available every year for the Alameda County fair. She is also working with LAVTA to keep the route open for an additional hour.
- Larry Bunn was at the senior center at Union City, and he helped run a low-vision support group. Two seniors wanted to know how to use paratransit so he gave them more information. Also, Larry is on the Board of Directors for the Lions Center for the Blind, which is hosting an open house on October 13th at 4 p.m. at its new location in Oakland.
- Maryanne Tracy-Baker has been advocating more funding for paratransit from our congress members and senators. Maryanne is also the new Rapid Response Chair for United Steel Workers.
- Harriette Saunders went to a run to end Alzheimer's this past weekend. They had a Zumba dance, and many seniors participated.
- Jane Lewis stated that LAVTA is having its 25th anniversary on October 3 from 3 to 5 p.m. Paratransit services will be $1 for the week of 10/3 to 10/9, and regular bus fare will be $0.50.
- Sylvia Stadmire is a mayor's ambassador and participates in various events in the community. Sylvia stated that the mayor has been bringing PAPCO's information with her to the events that she attends, as most of the events are well attended by seniors. Sylvia is currently interested in the elder's index that is being considered by the governor. The United Seniors of Oakland and Alameda County and the Area Agency on Aging just had their health fairs, and they both had great turnouts.
- Betty Mulholland reported that the Metropolitan Transporation Commission (MTC) is planning to move to San Francisco again, and she is wondering if we can write a letter to advocate for a better option.
- Will Scott participated at the San Leandro Senior Center Health Fair with Naomi and Krystle.

- Esther Waltz helped Michelle do outreach at the Hayward Street Fair.
- Jonah Markowitz said that soaps, bar soaps, and hand sanitizers are helpful during the flu season.

11. Committee Reports

A. East Bay Paratransit Service Review Advisory Committee (SRAC): Clara Sample gave the SRAC report on behalf of Sharon Powers. The committee met on August 11. The committee agreed on the interview questions for committee membership. Clara went over the various appointments. SRAC also received a short report from the private service providers.

B. Citizens Watchdog Committee (CWC): Harriette reported that the CWC hasn't met for awhile, but members will meet in October. They will discuss the final CWC Annual Report to the Public. If anyone is interested, there is a copy on the back table.

12. Mandated Program and Policy Reports

Members were asked to review these items in their packet.

13. Staff Updates

A. Mobility Management
No updates.

B. Outreach Update: Krystle gave an update on the outreach events coming up that appear on page 69 of the agenda packet. She said that if anyone is interested in attending any of these outreach events, to feel free to call, email or mention it to her during or after the PAPCO meeting.
    - 10/1/11 - Senior Fit Fair at the Dublin Senior Center
    - 10/13/11 – Annual Health Fair at the St. Regis Retirement Center
    - 10/20/11 – North County Transportation Forum at the Alameda CTC Offices
    - 10/25/11 – Annual Health and Resource Faire for Seniors at the Newark Senior Center
    - 11/5/11 – A.C.C.E.S.S. Resource Fair at the College of Alameda

C. Countywide Transportation Plan Transportation Expenditure Plan Update: John Hemiup gave an update on the CWTP-TEP process and stated that at the last Commission meeting, the board released a first draft of the Countywide Transportation Plan and Transportation Expenditure Plan. There will be another subcommittee meeting on October 7. Alameda CTC will release another draft in January and the overall adoption will take place

in May 2012. More information is available on the Alameda CTC website. Cathleen added that there will be a more intensive discussion on the CWTP-TEP at PAPCO's next meeting. Also, community workshops are scheduled for October.

14. Draft Agenda Items for October 24, 2011 PAPCO/TAC

A. Approval of FY 11-12 Work Plan
B. Quarterly Report from Alameda and Hayward
C. Summary Report of Gap Grants
D. Quarterly Education and Training – Gap Grant Reports – Travel Training
E. Input on the CWTP-TEP
F. TAC Report
G. Mobility Workshop Outcomes Report
H. Development of PAPCO Goals and Work Plan for Fiscal Year 2011-2012

15. Adjournment

The meeting adjourned at 3:56 p.m.

Alameda County Transportation Commission
Paratransit Advisory and Planning Committee
Roster and Attendance
Fiscal Year 2011/2012

	Title	Last	First	Address	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July-11
1	**Ms.**	**Stadmire, Chair**	**Sylvia J.**	**P.O. Box 3761**	**San Leandro**	**Supervisor Wilma Chan, D-3**	**Sep-07**	**Feb-10**	**Feb-12**	**0**
2	**Mr.**	**Scott, Vice Chair**	**Will**	**1514 Prince Street**	**Berkeley**	**Supervisor Keith Carson, D-5**	**Mar-10**		**Mar-12**	**0**
3	Ms.	Aysoy	Aydan	2406 Dana Street, Apt. A	Berkeley	City of Berkeley	Jul-09		**Jul-11**	0
4	Mr.	Bunn	Larry	P.O. Box 1541	Union City	Union City Transit	Jun-06	**Sep-10**	**Sep-12**	0
5	Mr.	Clayton	Herb	671 West A Street, Apt. 114	Hayward	Supervisor Nadia Lockyer, D-2	Sep-03	Mar-11	**Mar-13**	2
6	Mr.	Costello	Shawn	5450 DeMarcus Blvd., Apt. 210	Dublin	City of Dublin	Sep-08	Sep-10	**Sep-12**	0
7	Mr.	Hastings	Herb	5300 Iron Horse Parkway, Apt. 154	Dublin	Supervisor Scott Haggerty, D-1	Mar-07	Mar-09	**Mar-11**	1
8	Ms.	Jacobson	Joyce	4 Admiral Drive, #421	Emeryville	City of Emeryville	Mar-07	Mar-09	**Mar-11**	0
9	Ms.	Johnson-Simon	Sandra J.	1240 Terra Ave	San Leandro	Supervisor Nate Miley, D-4	Sep-10		**Sep-12**	1
10	Ms.	Lenahan	Gaye	906 Rose Avenue	Piedmont	City of Piedmont	May-11		**May-13**	
11	Ms.	Lewis	Jane	3115 Finnian Way, Apt. 311	Dublin	City of Livermore	Sep-09		**Sep-11**	0
12	Mr.	Markowitz	Jonah	1518 Dwight Way	Berkeley	Supervisor Keith Carson, D-5	Dec-04	Mar-09	**Mar-11**	0
13	Ms.	Mulholland	Betty	2248 High Street	Oakland	Supervisor Nate Miley, D-4	Sep-09		**Sep-11**	0
14	Rev.	Orrr	Carolyn M.	5009 Congress Avenue Apt. 1	Oakland	Councilmember Rebecca Kaplan	Oct-05	May-10	**May-12**	2
15	Ms.	Powers	Sharon	4583 Balmoral Park Court	Fremont	City of Fremont	Dec-07	Jan-10	**Jan-12**	0
16	Ms.	Proee	Vanessa	2750 Sparks Way, Apt. 43	Hayward	City of Hayward	Mar-10		**Mar-12**	0

Alameda County Transportation Commission
Paratransit Advisory and Planning Committee
Roster and Attendance
Fiscal Year 2011/2012

17	Ms.	Rivera-Hendrickson	Carmen	2451 Santa Rita Road, Apt. 4	Pleasanton	City of Pleasanton	Sep-09		**Sep-11**	0
18	Ms.	Rousey	Michelle	540 23rd Street, Apt 306	Oakland	Supervisor Nadia Lockyer, D-2	May-10		**May-12**	0
19	Ms.	Sample	Clara	4245 Comet Circle	Union City	City of Union City	Mar-07	Mar-09	**Mar-11**	0
20	Ms.	Saunders	Harriette	2104 Eagle Avenue, Apt. B	Alameda	BART	Jun-08	Sep-10	**Sep-12**	0
21	Ms.	Tracy-Baker	Maryanne	1420 Vislagrand Drive	San Leandro	Supervisor Scott Haggerty, D-1	Oct-08		**Oct-10**	1
22	Ms.	Waltz	Esther Ann	1001 Murrieta Blvd., Apt 122	Livermore	LAVTA	Feb-11		Feb-13	0
23	Ms.	Wittmeier	Renee	764 Via Manzanas	San Lorenzo	Supervisor Wilma Chan, D-3	May-09		**May-11**	0
24	Mr.	Zukas	Hale	2801 Milvia Street	Berkeley	A. C. Transit	Aug-02	Mar-09	**Mar-11**	0
25		Vacancy				City of Alameda				
26		Vacancy				City of Albany				
27		Vacancy				City of Newark				
28		Vacancy				City of San Leandro				

The number of PAPCO members is changing from 28 to 23 members. This roster will reflect the new structure once all appointments are received and approved by the Alameda CTC.

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Approval of the Final 2011 Congestion Management Program Report**

Recommendations
It is requested that the Commission hold a public hearing and approve the final 2011 Congestion Management Program (CMP). No comments on the approved draft 2011 CMP were received during the public comment period. The Final CMP includes the final State Transportation Improvement Program (STIP). The Executive Summary of the 2011 CMP is attached and the full report is available on the Alameda CTC website.

Summary
Alameda CTC, in its role as the Congestion Management Agency, is required to use the Congestion Management Program (CMP) to identify strategies to address congestion in Alameda County. The CMP document is required to be in conformance with the CMP legislation and is required to be updated every two years. The Draft 2011 CMP, including the Draft State Transportation Improvement Program (STIP), was approved by the Commission on September 22, 2011. The approved Draft 2011 CMP was sent to MTC and libraries in Alameda County and was posted on the Alameda CTC website for public comment. Comments on the Draft CMP were requested by November 11, 2011. No comments were received. The final STIP was approved by the Commission on October 27, 2011. The Final CMP includes the final STIP. Upon approval by the Commission, the final CMP will be sent to MTC, and printed and distributed to the local jurisdictions and the public libraries. The CMP will also be posted on the Alameda CTC website.

Fiscal Impact
None

Attachments
Attachment A - Executive Summary of the 2011 Congestion Management Program

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Executive Summary

California law requires urban areas to develop and update a "congestion management program" or CMP—that is, a plan that describes the strategies to address congestion problems. In Alameda County, the Alameda County Transportation Commission (Alameda CTC) as the Congestion Management Agency (CMA) for the County is tasked with preparing the CMP. The Alameda CTC works cooperatively with the Metropolitan Transportation Commission (MTC), transit agencies, local governments, the California Department of Transportation (Caltrans) and the Bay Area Air Quality Management District (BAAQMD).

The CMP law places considerable authority with the CMAs. Appendix A contains the full text of the pertinent sections of state law. The agencies are required to oversee how local governments meet the requirements of the CMP, for example. The legislation also forges a new relationship between local government and Caltrans by requiring new highway projects in urban areas to be included in a CMP if they are going to be part of the State Transportation Improvement Program (STIP). This means that funding of highway projects is now, in part, controlled by local government in the form of the CMAs. With this authority comes the responsibility to recognize federal and state funding limitations and to work with Caltrans and MTC to formulate cost-effective projects.

The CMP is designed to meet the challenges of the law. Furthermore, the Alameda CTC has developed working relationships with all levels of government as well as the private sector. The Alameda CTC is prepared to demonstrate that local governmental agencies—working together—can solve regional problems.

As part of the 2011 Update to the CMP, the newly formed Alameda CTC Commission undertook a thorough and comprehensive review of the Congestion Management Program activities of the Alameda CTC and also compared the current program with the CMP activities of the other comparable CMAs (San Francisco County Transportation Authority (SFCTA), Contra Costa Transportation Authority (CCTA) and Santa Clara Valley Transportation Authority (SCVTA)) in the Bay Area. The review took into account the new legislative requirements (AB 32 and SB 375) for achieving greenhouse gas reductions through better integration of land use and transportation and the related regional and local efforts, including Alameda CTC's current update to the Countywide Transportation Plan, MTC's Regional Transportation Plan (RTP) update and ABAG's development of a Sustainable Communities Strategy (SCS). The outcome of the review is a number of actions and recommendations by the Commission as listed below. Details are included in the relevant chapters of the report.

- Expand the CMP Roadway network, based on newly adopted criteria, to create a Tier 2 Roadway network (Chapter 2, Designated Roadway System).
- Pending the results of a comparative analysis of the 1985, 2000 and 2010 Highway Capacity Manuals, transition to using the 2010 Highway Capacity Manual (HCM) by the 2013 CMP Update for LOS Monitoring (Chapter 3, LOS Standards Element).

- Integrate the goals and performance measures adopted for the 2012 CWTP and augment, where possible, data collection for the Performance Report to include the newly added or expanded measures (Chapter 4, Performance Measures Element)
- Expand the Travel Demand Management (TDM) program in Alameda County based on the suggested initial concepts from the TDM issue paper developed for the 2012 CMTP (Chapter 5, TDM Element)
- Transition to using 2010 HCM LOS standards for conducting project impact analysis in the Land Use Analysis program, including exploring the option for transitioning to multi-modal standards (Chapter 6, Land Use Analysis Program)
- Consider options for better integrating land use and transportation such as:
    1. Conducting a feasibility study to explore implementing an impact analysis measure that supports alternative modes, such as SFCTA's Automobile Trip Generated (ATG) measure;
    2. Investigating implementation of a program that promotes integration of land use and transportation supported with financial incentives, similar to the SCVTA's Community Design Transportation (CDT) program, in Alameda County
    3. Exploring options for tracking land use development countywide, including identifying any costs to the agency and the jurisdictions; and
    4. Exploring the possibility of adopting the recommended short term and long term policies to promote infill development in Alameda County as described in the issue paper on infill development areas found in Chapter 6 and Appendix G – CMP Legislation and Infill Development Areas
- Explore options for identifying and funding mitigation measures related to project impacts in long and cross county corridors (Chapter 6, Land Use Analysis Program)
- Add new funding sources, including the New Act and the Alameda County Vehicle Registration Fee (Chapter 7, Capital Improvement Program)
- Update the CIP projects lists (Chapter 7 Capital Improvement Program,)
- Update the STIP projects lists (final list will be approved in October 2011) (Chapter 7, Capital Improvement Program)
- Update deficiency plan guidelines to incorporate guidelines for preparing Areawide Deficiency Plans (Chapter 8, Conformance, Monitoring and Deficiency Plans)
- Consider providing funding priority for projects that would improve the performance of the deficient segments (Chapter 8)

- Update the countywide travel demand model base year to 2010 consistent with the most recent census, update the demographics to be consistent with the 2010 census, and change the model forecast year to 2040 (Chapter 9, Database and Travel Model)

Following the adoption of the 2011 CMP by Alameda CTC Commission, the CMP will be submitted to MTC. As the regional transportation planning agency in the San Francisco Bay Area, MTC is required to evaluate the CMP's consistency with MTC's RTP and with the CMPs of the other counties in the Bay Area. If the Alameda County CMP is found to be consistent with the RTP, MTC will incorporate the projects listed in the CMP's Capital Improvement Program into MTC's Regional Transportation Improvement Program.

THE TRANSPORTATION SYSTEM

The Alameda CTC must identify what is included in the system that is being monitored and improved (Chapter 2). For the purposes of the CMP, two different systems are used: the designated CMP roadway network (CMP-network); and the broader Metropolitan Transportation System (MTS). The CMP-network is a subset of the MTS. For purposes of the CMP, the former is used to monitor performance in relation to established level of service (LOS) standards. The latter is used in the Alameda CTC's Land Use Analysis Program.

CMP Network

The CMP-network was developed in 1991 and includes state highways and principal arterials that meet all minimum criteria (carry 30,000 vehicles per day; have four or more lanes; is a major cross-town connector; and connects at both ends to another CMP route or major activity center). The system of roadways carries at least 70 percent of the vehicle miles traveled countywide and contains 232 miles of roadways. Of this total, 134 miles (58 percent) are interstate freeways, 71 miles (31 percent) are state highways (conventional highways), and 27 miles (11 percent) are city/county arterials.

Recognizing the need to expand the CMP network to reflect the changes in land use patterns over the years, the Alameda CTC Commission adopted a two tier approach for the CMP network in Alameda County. The first tier (Tier 1) is the existing CMP network and the second tier (Tier 2) consists of roadways identified using a set of adopted Tier 2 criteria. This Tier 2 network forms a supplemental network that would be monitored for informational purposes only and would not be used in the conformity findings process. The identified Tier 2 network roadways have a total length of 92.4 miles. Details are included in Chapter 2 Designated Roadway System.

In order to be found in conformance with the CMP, local jurisdictions must submit by June 30, 2013 a list of potential CMP-designated routes based on spring 2013 24-hour counts.

MTS System

The Metropolitan Transportation System (MTS) is a regionally designated system that includes the entire CMP-network, as well as major arterials, transit services, rail, maritime ports, airports and transfer hubs

that are critical to the region's movement of people and freight. MTS[1] roadways were originally developed in 1991 and included roadways recognized as 'regionally significant' and included all interstate highways, state routes, and portion of the street and road system operated and maintained by the local jurisdictions.

LOS MONITORING

To provide a method for measuring congestion, the Alameda CTC uses LOS standards as defined in the 1985 Highway Capacity Manual (HCM), the nationally accepted guidelines published by the Transportation Research Board (Chapter 3). LOS definitions describe traffic conditions in terms of speed and travel time, volume and capacity, freedom to maneuver, traffic interruptions, comfort and convenience and safety. LOS is represented by letter designations, ranging from A to F. LOS A represents the best operating conditions and LOS F the worst.

The purpose of these standards is to provide a quantitative tool to analyze the effects of land use changes and to monitor one system performance measure (i.e., congestion). The Alameda CTC is required to determine how well local governments meet the standards in the CMP, including how well they meet LOS standards. The CMP legislation requires a LOS standard of E for all CMP roadways (Tier 1 for Alameda County).

In order to transition to using LOS standards based on the most recent HCM, a comparative analysis between the 1985 and 2000 HCMs to 2010 HCM will be prepared as part of the 2013 CMP Update.

The Alameda CTC conducts a LOS monitoring study every two years. The next study will be done in spring 2012. The agency also has completed studies on nine high-priority corridors.

At present, the Alameda CTC is monitoring the CMP network by contracting biennially with a consultant to collect speed data. The Alameda CTC analyzes the data and prepares the results. If a local government or Caltrans assumes responsibility for monitoring roadways in the CMP-network within its jurisdiction, it will be required to do the following: biennially monitor the LOS on the designated system and report to the Alameda CTC by June 15 of each year relative to conformance with the adopted standards.

[1] In 2005, MTC updated the MTS to include Rural Major Collector streets and higher based on the Federal Functional Classification System (FFCS). The updated MTS is used by MTC for the purposes of funding and programming as well as in estimating roadway maintenance needs. The updated MTS was reviewed by Alameda CTC during the 2009 CMP Update to determine its usefulness and applicability to the Land Use Analysis Program. Based on input from local jurisdictions and discussions with MTC, it was determined that the updated MTS was not appropriate for the Land Use Analysis Program because it was too detailed for planning purposes and the previous version of the MTS would continue to be used.

PERFORMANCE ELEMENT

The Alameda CTC developed performance measures to evaluate how highways and roads function, as well as the frequency, routing and coordination of transit services. Performance measures are intended to support the goals adopted for the 2012 CWTP (Chapter 4).

Combined with LOS standards, the Performance Element provides a basis for evaluating whether the transportation system is achieving the broad mobility goals in the CMP. These include developing the Capital Improvement Program, analyzing land use impacts and preparing deficiency plans to address problems. For the 2011 CMP, implementation of the Performance Element will help the Alameda CTC prioritize projects for funding and developing management and operations strategies.

Below is a list of performance measures used in the CMP, along with the RTP and CWTP goals they help evaluate. These include the goals and performance measures adopted for the 2012 CWTP.

Performance Measure	CWTP Goal
Trips by Alternative Modes*	Multimodal
Low Income Households near Activity Centers*	Accessible, Affordable and Equitable
Low Income Households near Transit*	Accessible, Affordable and Equitable
Average Highway Speeds	Connected Reliable and Efficient
Travel Time* Transit, Highways, HOV Lanes	Multimodal Connected Reliable and Efficient Integrated with land use Clean & Healthy Environment
Duration of Traffic Congestion	Reliable and Efficient Clean and Healthy Environment
Roadway Maintenance	Well Maintained Reliable and Efficient Safe
Roadway Collisions*	Safe Clean and Healthy Environment
CO2 Emissions*	Clean and Healthy Environment
Fine Particulate Emissions*	Clean and Healthy Environment

Performance Measure	CWTP Goal
Completion of Countywide Bike Plan	Multimodal Reliable and Efficient, Clean and Healthy Environment
Completion of Countywide Pedestrian Plan*	Multimodal Reliable and Efficient, Clean and Healthy Environment
Transit Routing	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Transit Frequency	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Coordination of Transit Service	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Transit Ridership	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment

Performance Measure	CWTP Goal
Transit Vehicle Maintenance	Cost-Effective Reliable and Efficient Connected Safe Clean and Health Environment
Transit Availability	Cost-Effective Reliable and Efficient Connected Integrated with land use Clean and Health Environment
Transit Capital Needs and Shortfall	Reliable and Efficient Connected Clean and Health Environment

Note - * denotes new or expanded existing performance measure resulting from integrating the measures from the 2012 CWTP. Extent of data collection for these measures depends on additional funds and or data being available.

Using these measures, the Alameda CTC prepares an annual transportation Performance Report for review by local agencies and transit operators prior to publication. To minimize cost, the Alameda CTC relies on established data collection processes and regularly published reports for data. A list of established data collection efforts, by agency, follows.

Cities and County

- Countywide Bicycle Plan (Cities and County Public Works Department and Alameda CTC)

Transit Agencies

- Service Schedules and On-Time Performance
- Transit Ridership Routing (percentage of major centers served within 1/4-mile of a transit stop)
- Frequency (number of lines operating at each frequency level)
- Service Coordination (number of transfer centers)
- Average Time Between Off-Loads (BART)
- Miles Between Mechanical Road Calls (AC Transit, LAVTA and Union City Transit)Mean Time Between Service Delays (BART and ACE)
- Transit service frequency during peak periods and population at all transit stations in County

- Transit capital needs & Shortfall for high priority (Score 16) projects

MTC

- Roadway Maintenance Needs
- Pavement Management System data for the MTS
- Freeway Speed Runs and Duration of Freeway Congestion (when performed by MTC)

Caltrans

- Freeway Speed Runs and Duration of Freeway Congestion (when performed by Caltrans)
- Accident Rates on State Freeways
- Highways in need of rehabilitation

Alameda CTC

- Roadway Speeds on CMP roads, except freeways
- Travel Times for Origin-Destination pairs

Local agencies are encouraged to provide data to MTC or to maintain their own database of maintenance needs on the MTS. However, there is no compliance requirement for local agencies or transit operators related to the Performance Element.

Based on the recommendations of the Alameda CTC, subject to availability of funding and existing data sources, efforts will be made to:

- Augment the data collection for the additional and expanded measures that resulted from integrating the adopted measures from the 2012 CWTP to better assess performance of Alameda County transportation system.

TRAVEL DEMAND MANAGEMENT ELEMENT

While much of the CMP focuses on measurement and evaluation, an important part is the recommended use of TDM (Chapter 5). These are designed to reduce the need for new highway facilities over the long term and to make the most efficient use of existing facilities. The TDM Element also incorporates strategies to integrate air quality planning requirements with transportation planning and programming. Funding generally comes from the Transportation Fund for Clean Air (from fees on motor vehicle registration) and from the federal Surface Transportation Program and Congestion Mitigation and Air Quality Program. Taken together, the program represents a fiscally realistic program that would effectively complement the Alameda CTC's overall CMP.

A balanced program requires actions that local jurisdictions, the Alameda CTC, MTC, BAAQMD, Caltrans and local transit agencies would undertake. As required by state law, it promotes alternative transportation methods (carpools, vanpools, transit, bicycles, park-and-ride lots, etc.), promotes improvements in the jobs-housing balance and SMART Growth, considers parking cash-out programs (paying employees who do not use parking) and promotes other strategies such as flextime and telecommuting.

The TDM Element includes four programs:

- The **Required Program** requires local jurisdictions to adopt and implement guidelines for site design that enhance transit, pedestrian and bicycle access.
- The **Countywide Program** includes actions by the Alameda CTC to support efforts of local jurisdictions, such as the parking cash-out program, the Guaranteed Ride Home program and support of telecommuting.
- The **Regional Program** includes actions by MTC, BAAQMD and Caltrans to meet areawide needs. It focuses primarily on financial support for those activities that ensure coordinated transit, high-occupancy vehicle use, development and/or maintenance of park-and-ride lots, implementation of ramp metering and arterial, compliance with the American with Disabilities Act and bicycle and pedestrian improvements.
- Recognizing that the private sector also has a role in elements of the **Comprehensive Program** include those actions that employers may take to promote and encourage alternative modes of travel.

As part of the update to the Countywide Transportation Plan that is currently underway, an issue paper on TDM was developed. It explored the potential opportunities available for an effective TDM program in Alameda County. Chapter 5 TDM Element includes the recommendations from the issue paper and recommended that the five suggested initial TDM concepts for Alameda CTC to consider for expanding its TDM program.

To be found in conformance with this element of the CMP, local jurisdictions must adopt and implement the Required Program by September 1 of each year.

LAND USE ANALYSIS PROGRAM

The CMP includes a program to analyze the impacts of land use decisions made by local jurisdictions on the regional transportation systems (Chapter 6). The program estimates costs associated with mitigating those impacts, as well as providing credits for local public and private contributions to improving regional transportation systems. The intent of the Land Use Analysis Program is to:

- Better tie together local land use and regional transportation facility decisions;
- Better assess the impacts of development in one community on another community; and

- Promote information sharing between local governments when the decisions made by one jurisdiction will have an impact on another.

The Land Use Analysis Program is a process designed to improve decisions about land use developments and the investment of public funds on transportation infrastructure. To work best, the Alameda CTC is involved at the very early stages of the land development process. The purpose of the Alameda CTC's review is to assure that regional impacts are assessed, that appropriate mitigations are identified and that an overall program of mitigations can be implemented.

The Alameda CTC acts as a resource to local governments in analyzing the impacts of proposed land use changes on regional transportation systems. This includes making travel-demand models available to use in forecasting the impact of proposed general plan amendments (GPA) and other large-scale developments [if the local jurisdiction publishes a notice of preparation (NOP) for an environmental impact report (EIR)]). Alameda CTC staff could also be involved in discussing impact assessment approaches and impacts on the MTS.

Although land use remains the purview of local governments, the Alameda CTC can apply sanctions if local agencies do not comply with the requirements of the law. Local jurisdictions will have the following responsibilities regarding the analysis of transportation impacts of land use decisions.

- Modeling (using the most recent Alameda CTC-certified travel-demand model) all GPA and large-scale projects that require an EIR that meet the 100 p.m. peak-hour threshold. Results of the model shall be analyzed for impacts on the MTS and shall be incorporated in the environmental document.
- Forward to the Alameda CTC all NOP, draft EIR/statements, final EIR/statements and final disposition of the GPA/development requests.
- Work with the Alameda CTC mitigating development impacts on the MTS.
- Biennially provide an update (prepared by the jurisdiction's planning department) of projected land uses using the Association of Bay Area Government's (ABAG) most recent forecast for a near-term and far-term horizon year. This information will be provided in a format compatible with the countywide travel model.
- In terms of conformity, each local jurisdiction must demonstrate to the Alameda CTC that the Land Use Analysis Program is being carried out by September 1 of each year as part of the annual conformity process.

Additionally, in view of the current legislative requirements (SB 375 and AB 32), MTC, the CMAs and local jurisdictions are required to find ways to develop and implement more projects and programs that better integrate transportation and land use and reduce GHG emissions, primarily through reduction of vehicle miles traveled (VMT). The Alameda Countywide Transportation Plan, currently being updated, is attempting to meet the SB 375 requirements by placing increased level of emphasis on land use planning, transportation and sustainability. In this context, as part of the 2011 CMP Update, the Alameda CTC performed a comprehensive review of the existing Alameda CTC activities related to land use and

transportation and identified various areas where improvements in planning, evaluation and monitoring can be made, many of them under the Land Use Analysis program as follows:

- Explore implementing an Automobile Trip Generated (ATG) measure for land use impact analysis program;
- Investigate feasibility of a program that promotes integration of land use and transportation supported with financial incentives, similar to the SCVTA's Community Design Transportation (CDT) program;
- Improve ability to tracking land use developments countywide; and
- Explore the possibility of adopting the recommended short term and long term policies to promote infill developments in Alameda County as described in the issue paper on infill development areas on page G-1 of the Appendix G – CMP Legislation and Infill Development Areas

Other recommendations by Alameda CTC include actions related to the LOS standards used for project impact analysis and collecting fair share related to impact mitigation as described below:

- Transition to using 2010 HCM LOS standards for conducting project impact analysis in the Land Use Analysis program, including exploring the option for transitioning to multi-modal standards
- Because the CMP Land Use Analysis Program currently does not have a mechanism in place for establishing contribution of fair share payment of impact mitigation measure for projects that would impact long travel corridors that traverse several Alameda County jurisdictions or for cross county corridors, . explore options for identifying and funding mitigation measures related to project impacts in long and cross county corridors

CAPITAL IMPROVEMENT PROGRAM

The CIP reflects the Alameda CTC's effort to maintain or improve the performance of the multimodal transportation system for the movement of people and goods and to mitigate regional transportation impacts identified through the Land Use Analysis Program.

Per federal requirements, it considers methods to improve the existing system, such as traffic operations systems, arterial signal timing, parking management, transit transfer coordination and transit marketing programs. Projects selected for the CIP also are consistent with the assumptions, goals, policies, actions and projects identified in the regional transportation plan (*Transportation 2035*), MTC's basic statement of Bay Area transportation policy.

The 2011 CIP covers fiscal year 2011/12 to 2017/18 and is comprised of:

- Major capital projects and transit rehabilitation projects programmed in the 2012 STIP, the Safe, Accountable, Flexible and Efficient Transportation Equity Act (SAFETEA), The New Act, Proposition 1B, Alameda County Vehicle Registration Fee (VRF), Measure B and CMA TIP; and

- Other major highway, transit and local projects intended to maintain or improve the performance of the CMP-network.

The projects in the CIP are linked to the vision and projects presented in the 2008 *Countywide Transportation Plan*, either as a specific capital project or from funding set aside to cover categories of projects. Such projects can include maintaining and rehabilitating local streets and roads, transit capital replacement, bicycle and pedestrian improvements and operational improvements.

In order to be in conformance with the CMP, local jurisdictions and project sponsors must, by February 1 of each odd-numbered year, submit to the Alameda CTC a list of projects intended to maintain or improve the LOS on the CMP-network and to meet transit performance standards.

MONITORING, CONFORMANCE AND DEFICIENCY PLANS

The Alameda CTC is responsible for annually monitoring the implementation of four elements of the CMP. Local agencies are usually responsible for maintaining LOS standards, adopting travel-demand requirements, implementing land use analysis programs and implementing TDM measures. The Alameda CTC, however, ensures that they are in "conformance" with CMP requirements. To meet the requirements of the CMP, the following must occur.

- Local jurisdictions have two TDM requirements: adoption and implementation of site design guidelines to enhance transit/pedestrian/bicycle access; and implementation of capital improvements that contribute to congestion management and emissions reduction.
- The Alameda CTC is required to develop a program for implementation by local agencies. This program will analyze the impacts and determine mitigation costs of land use decisions on the regional system (Chapter 8). Local jurisdictions remain responsible for approving, disallowing, or altering projects and land use decisions. The program must be able to determine land development impacts on the MTS and formulate appropriate mitigation measures commensurate with the magnitude of the expected impacts.

The Alameda CTC is required to prepare and biennially update a CIP aimed at maintaining or improving transportation service levels. Each city, the county, transit operators and Caltrans will provide input to these biennial updates.

If LOS standards are not met, a deficiency plan must be developed to achieve the adopted LOS standards at the deficient segment or intersection, or to improve the LOS and contribute to significant air quality improvements.

To determine conformance, Alameda CTC compares the monitoring information provided by local governments to the CMP requirements. If a local jurisdiction is found to be in non-conformance, upon notification from the Alameda CTC, the local jurisdiction has 90 days to remedy the area(s) of non-

conformance. Failure to address problems could adversely affect the jurisdiction's eligibility for future funds.

Responsibilities for Deficiency Plans

Local governments are responsible for preparing and adopting deficiency plans—proposed methods for bringing LOS standards up to par. However, they will need to consult with the Alameda CTC, Caltrans, local transit providers and BAAQMD. Local public-interest groups and members of the private sector may also have an interest in developing deficiency plans.

During the process of developing the plan, the local agency will need to consider whether it is possible to make physical improvements to the deficient segment. It may not be possible to do so for a number of reasons, including cost, availability of real estate, public opposition and air quality plan conflicts.

However, in developing the deficiency plan, both local and system alternatives must be considered and described. Local governments and the Alameda CTC should consider the impact of the proposed deficiency plan on the CMP system. An action plan to implement the chosen alternative must also be provided. The selection of either alternative is subject to approval by the Alameda CTC, which must find the action plan in the interest of the public's health, safety and welfare.

In order to provide support to local jurisdictions in terms of meeting any potential deficiency plan requirements, as part of the 2011 CMP Update, the Alameda CTC made the following recommendations:

- Consider providing funding priority for projects that would improve the performance of the deficient segments
- Update, deficiency plan guidelines to incorporate guidelines for preparing Areawide Deficiency Plans prior to the 2012 LOS Monitoring Study

DATABASE AND TRAVEL MODEL

The Alameda CTC has developed a uniform land use database for use in a countywide travel model (Chapter 9). The purpose of the database and travel model requirement is to bring to the congestion management decision-making process a uniform technical basis for analysis. This includes consideration of the benefits of transit service and TDM programs, as well as projects that improve congestion on the CMP-network. The modeling requirement is also intended to assist local agencies in assessing the impacts of new development on the transportation system.

The database developed for use with the countywide travel model is based on data summarized in ABAG's *Projections 2009* report. Projections of socioeconomic variables were made for the traffic analysis zones defined for Alameda County. By aggregating the projections made for each zone, the Alameda CTC produced projections of socioeconomic characteristics for unincorporated areas of the county, the 14 cities and for the four planning areas:

- Planning Area 1—cities of Albany, Berkeley, Emeryville, Oakland, Alameda and Piedmont;

- Planning Area 2—cities of San Leandro, Hayward, and the unincorporated areas of Castro Valley, Ashland and San Lorenzo;
- Planning Area 3—cities of Union City, Newark and Fremont; and
- Planning Area 4—cities of Pleasanton, Dublin, Livermore and the unincorporated areas of east County.

In June 2005, the Alameda Countywide Travel Demand Model was updated to use Cube platform and later updated in 2007 and 2009 to be consistent with the assumptions of the MTC's Regional Transportation Model. The most recent update to the model was completed in May 2011. It incorporated land use assumptions to ABAG's Projections 2009 and revised several features.

The countywide model will next be updated to incorporate 2010 census data along with updating the model base year from 2000 to 2010 to correspond with the 2010 census, and to change the long-term forecast year from 2035 to 2040.

CONCLUSIONS AND IMPLEMENTATION ISSUES

The CMP has several interrelated elements intended to foster better coordination among decisions about land development, transportation and air quality. Several conclusions can be reached about the CMP relative to the requirements of law and its purpose and intent (Chapter 10). Specifically, the CMP:

- Contributes to maintaining or improving transportation service levels.
- Conforms to MTC's criteria for consistency with *Transportation 2035*.
- Provides a travel model whose specifications and output are consistent with MTC's regional model.
- Is consistent with MTC's Transportation Control Measures Plan.
- Specifies a method for estimating roadway LOS which is consistent with state law.
- Identifies candidate projects for the STIP and federal Transportation Improvement Program.
- Has been developed in cooperation with the cities, the County of Alameda, transit operators, the BAAQMD, MTC, adjacent counties, Caltrans and other interested parties.
- Provides a forward-looking approach to dealing with the transportation impacts of local land use decisions.
- Considers the benefit of Green House Gas reductions in developing the CIP

During the development and update of the CMP for Alameda County, several issues have been uncovered which will need further action by the Alameda CTC.

- Lack of funding to support the CMP, including adequate capital resources and Alameda CTC/local government funding.

- Limited ability of the Alameda CTC to influence transportation investment when most transportation funding programs are beyond the purview of the CMP legislation.
- Identify responsible agency for monitoring and maintenance of LOS on the state highway system.
- Transportation revenue shortfalls.
- Continued improvement of the Land Use Analysis Program.
- Congestion pricing strategies
- CEQA Reform and need for multi-modal level of service.
- Implementation of SB 375 – Redesigning Communities to Reduce Greenhouse Gases
- Parking Standards and Policies
- Infill development areas
- Mitigating impacts on cross county corridors and long corridors traversing several Alameda County jurisdictions
- Level of Service Standards and Highway Capacity Manual (HCM)
- Funding Priority for Deficient Segments

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Approval of the Final Conformity Findings for the 2011 Congestion Management Plan (CMP)**

Recommendation
It is requested that the Commission:

1) Find that all local jurisdictions are in conformance with the Congestion Management Program (CMP) annual conformity requirements, and
2) Approve the Deficiency Plan status reports regarding SR 260 Posey Tube eastbound to I-880 northbound freeway connection, SR 185 northbound between 46th and 42nd Avenues and Mowry Avenue eastbound from Peralta Boulevard to SR 238/Mission Boulevard.

Summary
Local jurisdictions are required to comply with the CMP as follows:

1) (a) Tier 1 Land Use Analysis – submit to Alameda CTC all Notice of Preparations, EIRs and General Plan amendments;
   (b) Tier 2 Land Use Forecasts- review ABAG Projections by traffic analysis zones;
2) Traffic Demand Management (TDM) – Complete Site Design Checklist;
3) Payment of Fees; and
4) Deficiency Plans and Deficiency Plan Progress Reports, as needed in some jurisdictions.

All of the jurisdictions that are required to provide a Deficiency Plan status report have complied with the requirement. In addition, all jurisdictions have complied with the remaining three conformity requirements.

Discussion
Letters were sent to the jurisdictions requesting 1a) Tier 1 Land Use Analysis Program and 2) TDM Site Design Checklist information by September 30, 2011, and 4) Deficiency Plan Progress Reports from the responsible jurisdictions by October 3, 2011. Responses were received from all of the jurisdictions.

Attachment A "2011 CMP Conformance Land Use Analysis, Site Design, Payment of Fees and Deficiency Plans" indicates that all jurisdictions have completed the annual requirements for the CMP conformance.

Regarding the requirement for some jurisdictions to submit Deficiency Plans or Deficiency Plan Progress Reports, no CMP roadway segments were found to be deficient in 2010, the last LOS Monitoring cycle for which data is available based on the select link analysis from the Countywide Travel Demand Model and after applying all applicable exemptions. Therefore, the preparation and submission of Deficiency Plans for 2011 is not required. However, there are three ongoing Deficiency Plans for 2011, for which jurisdictions are required to send progress reports. All jurisdictions that are required to report on the three active deficiency plans are in conformance as follows:

1) SR 260 Posey Tube eastbound to I-880 northbound freeway connection
   Lead: City of Oakland
   Participation Jurisdictions: Cities of Berkeley and Alameda
   Progress Report and Letters of Concurrence: Received and short term mitigation measure has been completed and progress is satisfactory. Additionally, the cities of Oakland and Alameda requested support from the regional agencies in securing funds for portion of the Phase II improvements for the Webster ITS project, which is one of the improvement measures in the Deficiency Plan. The Alameda CTC will work with the cities to determine funding availability

2) SR 185 northbound between 46th and 42nd Avenues
   Lead: City of Oakland
   Participation Jurisdiction: City of Alameda
   Progress Report and Letters of Concurrence: Received and the progress is satisfactory on both short term and long term mitigation measures.

3) Mowry Avenue eastbound from Peralta Boulevard to SR 238/Mission Boulevard
   Lead: City of Fremont
   Participation Jurisdictions: Newark
   Progress Report and Letters of Concurrence: Received and the progress is satisfactory.

Fiscal Impacts
There are no fiscal impacts at this time.

Attachments

Attachment A 2011 CMP Conformance: Land Use Analysis, Site Design Guidelines, Payment of Fees, and Deficiency Plans

Table 1

2011 CMP CONFORMANCE

Land Use Analysis, Site Design, Payment of Fees and Deficiency Plans

	Land Use Analysis Program			Site Design	Payment of Fees	Deficiency Plans/LOS Standards	Meets All Requirements
Jurisdiction	Tier 1 - Ordinance Adoption	Tier 1: GPA & NOP Submittals	Tier 2- Land Use Forecasts*	Checklist Complete	Payments thru 4th Qts FY 11/12	Deficiency Plan Progress Reports and Concurrence	
Alameda County	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Alameda	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Albany	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Berkeley	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Dublin	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Emeryville	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Fremont	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Hayward	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Livermore	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Newark	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Oakland	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Piedmont	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Pleasanton	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of San Leandro	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Union City	Yes	Yes	Yes	Yes	Yes	N/A	Yes

N/A indicates that the city is not responsible for any deficiency plan in the past fiscal year.

* The Alameda CTC is currently working with the jurisdictions and ABAG to update the land use forecasts in the context of developing the Sustainable Community Strategy (SCS)

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

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). In September, the administrative draft CWTP was released by the CWTP-TEP Steering Committee for evaluation and comment. The administrative draft report can be found on the Alameda CTC website at: http://www.alamedactc.org/app_pages/view/3070.

The CWTP-TEP Steering Committee also approved TEP parameters and in October public outreach was conducted. This public input and the administrative draft CWTP will be the basis from which a first draft of the TEP project list will be developed in October and presented in November 2011. Both the CWTP and TEP will be modified based on comments received with the goal of presenting a draft of both Plans to the Commission at its retreat on December 16, 2011.

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, and 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.

November 2011 Update:

This report focuses on the month of November 2011. 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. Note that the regional schedule has been revised. Highlights at the regional level include release of preliminary draft Project Performance Assessment results and maintenance and regional program needs and investment strategies by MTC. At the county level, highlights include a summary of outreach and polling efforts on the TEP conducted in October 2011 and release of the revised CWTP project and program list and preparation of a preliminary list of projects and programs for the TEP.

1) SCS/RTP

MTC released preliminary draft results of the project performance assessment and is anticipated to release the draft scenario analysis results in December. They also released information on maintenance and regional program needs, investment strategies and next steps. Staff will be following up and responding to this information. ABAG continued work on the One Bay Area Alternative Land Use Scenarios and a comment letter is being prepared by Alameda CTC staff and will be distributed to the Commission when it is available.

2) CWTP-TEP

In October, presentations on the administrative draft CWTP and TEP parameters were made to the advisory committees and working groups. The administrative draft CWTP is found on the Alameda CTC website at http://www.alamedactc.org/app_pages/view/3070. In addition, extensive public outreach and a second poll on the CWTP and TEP occurred in October and early November to gather input on what projects and programs should be included in the TEP. Results were presented to the Community and Technical Advisory Working Groups and the Steering Committee in November. Based this outreach and on the administrative draft CWTP, a preliminary list of Transportation Expenditure Plan projects and programs was developed in November for review by the Steering Committee at its November 17, 2011 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 4th Thursday of the month, noon Location: Alameda CTC offices	November 17, 2011 December 1, 2011
CWTP-TEP Technical Advisory Working Group	2nd Thursday of the month, 1:30 p.m. Location: Alameda CTC	November 10, 2011 December 8, 2011
CWTP-TEP Community Advisory Working Group	Typically the 1st Thursday of the month, 2:30 p.m. Location: Alameda CTC **Notes: The November 3 meeting is cancelled and rescheduled jointly with TAWG on November 10 and December 8.**	November 10, 2011 ~~November 3, 2011~~ December 8, 2011
SCS/RTP Regional Advisory Working Group	1st Tuesday of the month, 9:30 a.m. Location: MetroCenter,Oakland	November 1, 2011 December 6, 2011
SCS/RTP Equity Working Group	2nd Wednesday of the month, 11:15 a.m. Location: MetroCenter, Oakland	November 9, 2011 December 14, 2011
SCS Housing Methodology Committee	Typically the 4th Thursday of the month, 10 a.m.	TBD

Committee	Regular Meeting Date and Time	Next Meeting
	Location: BCDC, 50 California St., 26th Floor, San Francisco	
Alameda CTC Board Retreat	Time and Location 8:30 a.m. Newark	December 16, 2011

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)

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Summary of Next Quarter Countywide and Regional Planning Activities
(November 2011 through February 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 November 2011 through February 2012 time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to provide comments on the Alternative Land Use Scenarios for the Sustainable Communities Strategy (SCS);
- Coordinating with the local jurisdictions to develop a draft Alameda County Locally Preferred SCS to test with the financially constrained transportation network in October;
- Responding to comments on the Administrative Draft and developing the Draft CWTP;
- Refining the financially constrained list of projects and programs for the Draft CWTP;
- Refining the countywide 25-year revenue projections consistent and concurrent with MTC's 25-year revenue projections;
- Developing first draft and the Draft Transportation Expenditure Plan (TEP) list of projects and programs;
- Presenting the results of October public outreach and the second poll;
- Presenting the Draft CWTP and Draft TEP to the Steering Committee and Commission for approval; and
- Beginning to seek jurisdiction approvals of the Draft TEP.

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:

- Conducting a scenario analysis of five land use options and two transportation network (Alameda CTC staff is providing input into both of these activities);
- Releasing the results of the scenario analysis and project performance assessment;
- Refining draft 25-year revenue projections;
- Finalizing maintenance needs and Regional Programs estimates; and
- Adopting a RHNA Methodology.

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),
- Participating on regional Sub-committees (Equity sub-committee);
- Developing a written response to the Alternative Land Use Scenarios;
- Developing local transportation network priorities through the CWTP-TEP process; and
- Assisting in public outreach.

Key Dates and Opportunities for Input[1]

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 (released August 26, 2011)
Preferred SCS Scenario Released/Approved: March/May 2012

RHNA
RHNA Process Begins: January 2011
Draft RHNA Methodology Released: December 2011
Draft RHNA Plan released: February 2012
Final RHNA Plan released/Adopted: July 2012/October 2012

RTP
Develop Financial Forecasts and Committed Funding Policy: Completed
Call for RTP Transportation Projects: Completed
Conduct Performance Assessment: May 2011 - November 2011
Transportation Policy Investment Dialogue: November 2011 – April 2012
Prepare SCS/RTP Plan: April 2012 – October 2012
Draft RTP/SCS for Released: November 2012
Prepare EIR: December 2012 – March 2013
Adopt SCS/RTP: April 2013

CWTP-TEP
Develop Alameda County Locally Preferred SCS Scenario: May 2011 – May 2012
Call for Projects: Completed
Administrative Draft CWTP: Completed
Preliminary TEP Program and Project list: October 2011
Draft CWTP and TEP Released: December 2011
Plans Outreach: January 2011 – June 2012
Adopt Final CWTP and TEP: May 2012
TEP Submitted for Ballot: July 2012

[1] Note that the regional schedule is being updated. Attachment A reflects the proposed revisions to the schedule while Attachment C does not. MTC will provide a revised Attachment C once the revised schedule is approved by the Commission.

Countywide Transportation Plan and Transportation Expenditure Plan
Preliminary Development Implementation Schedule - Updated 6/27/11

Calendar Year 2010

Task	2010						Meeting FY2010-2011	2010				
	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	Information about upcoming CWTP Update and reauthorization											
Alameda CTC Technical Work												
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 methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

Countywide Transportation Plan and Transportation Expenditure Plan
Preliminary Development Implementation Schedule - Updated 6/27/11

Calendar Year 2011

	2011						FY2011-2012	2011				
Task	**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 process, approve polling 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 final list to MTC, 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		Meeting moved to December due to holiday conflict	Review 2nd draft CWTP; 1st draft TEP
Technical 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
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 Participation	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						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					Work with feedback on CWTP and financial scenarios	Technical work refinement and development of Expenditure plan, 2nd draft CWTP					
Polling		**Conduct baseline poll**								Polling on possible Expenditure Plan projects & programs	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		Release Preferred SCS Scenario
	Discuss Call for Projects		Call for Transportation Projects and Project Performance Assessment		Project Evaluation		Draft Regional Housing Needs Allocation Methodoligy					
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy											

Countywide Transportation Plan and Transportation Expenditure Plan
Preliminary Development Implementation Schedule - Updated 6/27/11

Calendar Year 2012

	2012						FY2011-2012				
Task	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**Sept**	**Oct**	**November**
Alameda CTC Committee/Public Process											
Steering Committee	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed		Adopt Draft Plans	Adopt Final Plans	Expenditure Plan on Ballot				VOTE: November 6, 2012
Technical Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								VOTE: November 6, 2012
Community Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								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						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

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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

Local Government and Public Engagement

Targeted Stakeholder Workshops and County Workshops

Telephone Poll

Telephone Poll

Targeted Stakeholder Workshops & County Workshops

EIR Kick-Off Meeting

Web Activity: Surveys, Updates and Comment Opportunities

ABAG Regional Planning Committee

Housing Methodology Committee

Bay Area Partnership

MTC Policy Advisory Council

Regional Advisory Working Group

Equity Working Group

Planning Directors Forums

Milestones

	March	April	May/June	July/August	September/October	November	December	January	February	March/April	May
Scenario Planning	Release Initial Vision Scenario Begin Public Discussion		Development and Selection of Scenarios to be Evaluated		Release Land-Use Scenarios	Technical Analysis of Scenarios	Release Results of Scenario Analysis			Release Draft Preferred Scenario	Approve Preferred Scenario for EIR and OneBayArea Grant
Transportation Policy and Investment Dialogue	Develop Draft 25-Year Transportation Financial Forecasts and Committed Transportation Funding Policy	Call for Transportation Projects		Conduct Project Performance Assessment	Transportation Policy Investment Dialogue	Release Project Performance Results				Release OneBayArea Grant Proposal	
Regional Housing Need Allocation	Start Regional Housing Need Allocation (RHNA)					State Dept. of Housing & Community Development Issues Housing Determination				Release Preliminary Draft RHNA Methodology	Release Draft RHNA Methodology
Equity Analysis	Analysis of Equity Issues of Initial Vision Scenario		Develop Equity Analysis Methodology for Scenarios			Equity Analysis of Scenarios	Release Equity Analysis Results				

Policy Board Action

	March	April	May/June	July/August	September/October	November	December	January	February	March/April	May
	MTC ABAG		MTC ABAG (Scenarios)	MTC ABAG (Scenarios)		MTC ABAG	MTC ABAG	MTC ABAG		MTC ABAG	MTC ABAG; ABAG Executive Board (RHNA)

2011 → 2012

*Subject to change

Policy Board Actions: Meeting for Discussion/Public Comment; JOINT meeting of the ABAG Administrative Committee and the MTC Planning Committee for Discussion/Public Comment; Decision; Document Release; JOINT document release by 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

MTC Graphics/ab — 10.19.2011

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

BayArea Plan

Phase Three Actions/Decisions:
- Draft Plan Bay Area
- Draft EIR
- Draft Regional Housing Need Allocation

Phase Four Decisions:
- Final Plan Bay Area
- Final EIR
- Final Conformity
- Final RHNA

Local Government and Public Engagement

Public Hearing on Draft RHNA Methodology

Local Government Outreach on Draft Plan

County Workshops/Public Hearings on Draft Plan Bay Area and EIR

Web Activity: Surveys, Updates and Comment Opportunities

ABAG Regional Planning Committee

Housing Methodology Committee

Bay Area Partnership

MTC Policy Advisory Council

Regional Advisory Working Group

Equity Working Group

Planning Directors Forums

Milestones

Scenario Planning

Prepare Plan Bay Area Draft

Release Draft Plan for 55-Day Review

Response to Comments on Draft Plan Bay Area

Adopt Final Plan Bay Area

Transportation Policy and Investment Dialogue

Conduct Environmental Impact Report (EIR) Assessment

Develop CEQA Streamlining Consistency Policies

Agency Consultation on Mitigation Measures

Release Draft EIR for 55-Day Review

Prepare Transportation Conformity Analysis

Release Draft Air Quality Conformity Analysis for 30-Day Review

Response to Comments on EIR and Air Quality Conformity Analysis

Certify Final EIR

Make Conformity Determination

Regional Housing Need Allocation

Public Hearing on Draft RHNA Methodology

Adopt RHNA Methodology and Release Draft RHNA

Draft RHNA Plan Comments/Appeals

Public Hearing on RHNA Appeals

Response to Comments from RHNA Appeals

Release Final RHNA

ABAG Adopts Final RHNA

State HCD Reviews Final RHNA

Equity Analysis

Conduct Equity Assessment of Draft Plan Bay Area

Release Equity Analysis Report

Policy Board Action

ABAG Executive Board (RHNA)

MTC ABAG

MTC ABAG

MTC

MTC ABAG

MTC ABAG (RHNA)

ABAG Executive Board

MTC Commission

ABAG Executive Board (RHNA)

June | July/August | September | October | November | December | January | February | March | April | May

2012 → 2013

*Subject to change

Policy Board Actions

- Meeting for Discussion/ Public Comment
- JOINT meeting of the ABAG Administrative Committee and the MTC Planning Committee for Discussion/Public Comment
- Decision
- Document Release
- JOINT document release by 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

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Legislative Update**

Recommendations:
This is an information item and staff requests feedback on legislative priorities for 2011.

Summary:

State Update

Budget: The state sales tax receipts have come in lower than anticipated. According to the enacted FY 2011/12 budget, if revenues do not manifest as prescribed in the budget by December 15, 2011, the state will be required to enact triggers to ensure the budget remains balanced and retains a reserve. Attachment A includes more information on State revenues, the Redevelopment Lawsuit, a Senate Map Referendum, and the SB 71 sales tax exemption program.

Federal Update

Jobs and Deficit Reduction: In early September, President Obama released his proposal for a $447 billion jobs bill which would provide significant funding for infrastructure, including $50 billion for transportation infrastructure. The bill as a whole was defeated in the Senate and is now being taken up in smaller parts. The first round of a "smaller piece" of the President's overall bill focusing on funding for states to avert layoffs of teachers and first responders did not pass the Senate during the third week of October. The second version taken up by the Senate when they returned to Congress during the first week of November did not pass.

Joint Select Committee on Deficit Reduction: the Committee had until November 23rd to come up with over $1.5 trillion in deficit reduction savings over a ten year period, and then Congress would have had to act on those savings by December to avoid automatic trigger cuts of $1.2 trillion, whereby 50% would come from Defense and 50% from domestic programs. The Joint Committee was not able to come to agreement on cuts and did not meet the deadline. President Obama has indicated that he is not supportive of automatic cuts and is seeking additional action to be performed by for deficit reductions.

Surface Transportation: At the end of September, President Obama signed the surface transportation bill extension to March 31, 2012, continuing the current 2011 levels through early spring. Senator Boxer did a markup of her two-year transportation bill on November 9th and passed it out of her Committee. Senate banking is expected to address how to fund the bill in their expected bill markup in December. One of the main challenges is closing the funding gap of $12 billion from the proposed bill amount of $109 billion and the actual anticipated revenues from the Highway Trust Fund. It was anticipated that some funding gap closures could have resulted from the work of the "Super Committee" had they been able to come to some agreements. Additional work will now need to be done to address the HTF's declining revenues and how to pay for surface transportation improvements that are beyond actual HTF revenues.

Looking toward the coming year, staff is beginning the process of coordinating with other partner agencies on development of the 2012 Legislative Program with the aim of coordinating transportation related legislative activities into the Alameda CTC legislative program.

Regarding the development of the legislative program, some of the highest priorities in 2012 will be to participate in the federal transportation bill reauthorization (if it moves forward), address streamlining project and program delivery, and focus on how to address funding needs for transportation.

Background:
Each year, the Commission adopts a Legislative Program to provide direction for its legislative and policy activities for the year.

The purpose of the Legislative Program is to establish funding, regulatory and administrative principles to guide legislative advocacy in the coming year. The program is intended to be flexible to allow for the opportunity to pursue legislative and administrative opportunities that may arise during the year, and to respond to the political issues and processes in Sacramento and Washington, DC.

In the previous year, the legislative program focused on the federal bill reauthorization and on specific project and program implementation including the following sections:

- Federal Transportation Bill Reauthorization
- Transportation Funding
- Project Delivery
- Multi-modal Transportation
- Transportation and Social Equity
- Climate Change

Staff seeks feedback on these categories and whether any additional focus areas should be added.

Our state and federal lobbyists will be scheduling meetings early next year with Legislators in Sacramento and Washington, D.C. to discuss the Commission's legislative needs in 2012.

Fiscal Impact:
No direct fiscal impact.

Attachments:
Attachment A: State Legislative update
Attachment B: Federal update

Update from Suter, Wallauch, Corbett & Associates

10/24/11

October Finance Numbers: The Department of Finance's October Bulletin was released last week, confirming the Controller's numbers that we discussed earlier. Essentially, the State's General Fund revenues for the year so far are short of the budget forecast by 3.4 percent or $654 million. The numbers for the month of September were not actually bad, with Personal Income Taxes coming in at $373 million ahead of the estimate. However, Sales and Use Taxes were just slightly off the prediction and Corporation Taxes were $196 million behind expectations. The magic number for purposes of whether or not the budget trigger will be "pulled" in December is $1 billion. Whether or not the shortfall will reach that size will be known by mid-December when the Director of Finance and the Legislative Analyst look at their respective revenue estimates.

Bond Sale: After a lukewarm reception by individual investors on the first day of the bond sale, the state was forced last week to increase the yield -- ten year bonds rose from 3.51% to 3.70%, and the yield on five year bonds was raised from 2.10% to 2.38%. With this adjustment the state was able to hit its goal of selling $1.8 billion in bonds that will be used for a wide range of infrastructure projects. The Governor hailed that these funds combined with unspent bond proceeds will create thousands of jobs and bolster economic recovery efforts.

When the Governor took office there were $13.4 billion in unspent bond proceeds, which contributed to the Administration's decision to forego the traditional spring bond sale. He has directed state agencies and departments to focus on committing the unspent funds. The $1.8 billion sold last week is expected to be spent by the end of the fiscal year, and the existing unspent proceeds are expected to drop to $3 billion by June 2012.

According to the Governor's press release, state bond funds as well as funds leveraged from the federal government are being spent on the following projects:

- Caltrans: adding lanes, widening roadways and installing traffic management systems
- Local Streets and Roads: general maintenance and larger road projects
- K-12 School Construction: 250 modernization projects, 130 new construction projects, and 70 miscellaneous projects
- Community Colleges: 5 new construction/modernization projects
- California Institute for Regenerative Medicine
    - The first Food and Drug Administration-approved clinical trial for a human embryonic stem cell therapy for spinal cord injuries
    - 14 Disease Research Teams that are proceeding towards clinical trials of therapies to treat diseases

    - Training and internship awards to fund the training of almost 900 new scientists and technical staff at the University of California, California State University, California Community Colleges and other institutions in California
- Natural Resources Agency: more than 3,000 park and trail construction projects, over 1,000 restoration projects, over 600 flood projects and 600 water projects

Redevelopment Lawsuit: The State Supreme Court will hear oral arguments on November 10th, challenging the ability of the State to take $1.7 billion from redevelopment agencies. The lawsuit essentially states that the payments specified in ABX1 27 of $1.7 billion in 2011-12 and $400 million annually thereafter violate Proposition 22.

Senate Map Referendum: The collection of signatures on a referendum campaign to overturn new Senate districts is well on its way to collecting the 504,760 valid signatures required by the Secretary of State by November 14th. Thus far, 400,000 signatures have been collected and the campaign aims to collect a total of 700,000. The California Republican party contributed $400,000 to the cause last week as the party is concerned that the new districts will give Democrats a 2/3 majority in the Senate, which will allow them to raise taxes and fees.

SB 71 Hearing: Last week the Senate Committee on Energy & Utilities and the Senate Committee of Government & Finance held a joint oversight hearing on the SB 71 sales tax exemption program. This program provides an exemption from paying state and local sales taxes on equipment purchased to manufacture advanced transportation and alternative energy products. This hearing was held in response to the Solyndra bankruptcy, and the purpose of the hearing was to discuss what if any changes should be made to the statutes governing this program. Solyndra received approval for $35 million in sales tax exemptions and used about $25 million of the exemption before closing.

Overall, the message from the State Treasurer Bill Lockyer and others testifying was that the SB 71 is the most transparent tax expenditure program, and it appears to be working. There was general consensus that it is difficult to make predictions such as the Solyndra bankruptcy and questioned whether it is appropriate for the state to make the call of whether a business will succeed or fail. There was also general agreement that no significant changes are warranted. The only real change proposed would place in statute provisions to require entities that use the exemption to repay the amount if they later move out of California, also known as “clawback” provisions. This is already addressed in the regulations, but not specified in the statute. The LAO urged the Legislature to expand program flexibility apply to any manufacturer meeting the goals of SB 71, and to eliminate the threshold tests of demonstrating net fiscal and environmental benefits.

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Suter▪Wallauch▪Corbett
& Associates
Government Relations

October 24, 2011

TO: Art Dao, Executive Director
Alameda County Transportation Commission

FR: Suter, Wallauch, Corbett & Associates

RE: Quick Capitol Update

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Controller's Numbers: The State Controller released his monthly Revenue Report showing that September revenues were $301.6 million lower than the 2011 Budget estimates, but personal income tax was coming in at greater than expected levels, up $285 million above September estimates. On the whole, the Controller's analysis shows that fiscal year to date revenues are $705.5 million below budget projections.

While the shortfall for September does not bode well for avoiding the December trigger cuts, keep in mind that the determination to pull the triggers is made by the Director of Finance and is based on the higher of either the LAO's November revenue estimates, or the Department of Finances December estimates, and Finance counts money a little differently than the Controller.

The Controller's numbers do point to some positive signs. Growth in personal income taxes has, according to the Bureau of Economic Analysis, exceeded its prerecession peaks. Also, sales and use tax receipts exceeded projection the past two months but fell short of projections in September. With auto sales increasing, growth in sales tax revenue is also expected to increase. The Controllers September report can be viewed at http://sco.ca.gov/Files-EO/10-11summary.pdf.

Bond Sale: After a lukewarm reception by individual investors on the first day of the bond sale, the state was forced last week to increase the yield -- ten year bonds rose from 3.51% to 3.70%, and the yield on five year bonds was raised from 2.10% to 2.38%. With this adjustment the state was able to hit its goal of selling $1.8 billion in bonds that will be used for a wide range of

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Fast-Track CEQA Review Approved: The Governor signed SB 292 (Padilla) and AB 900 (Buchanan & Steinberg). These were the end of session gut and amend bills that don't exempt projects from CEQA, but do provide a path for a slightly faster judicial review of any challenges. SB 292 applies specifically to the proposed Farmer's Filed stadium project in the City of Los Angeles, while AB 900 creates an alternative path for any project meeting specified requirements to take. These bills were pursued under the banner of economic development and putting Californian's back to work.

Although there was not enough time to correct several errors in AB 900, SenPresProTem Steinberg has committed to creating a working group to address shortcomings in the bill. One of those shortcomings is that it did not include transit projects, which will be discussed along with several other issues by the working group.

Big Ballots in November: Ballots in November General Elections will be much longer than those in the June Primaries under SB 202 (Hancock), which the Governor signed Friday. Under the bill, initiatives and referendums will be restricted to the November ballot. However, the ink was not even dry before a request was submitted to the Attorney General to prepare a referendum on SB 202. Another referendum request is expected to be submitted by Assemblyman Donnelly to overturn legislation that allows any student to apply for financial aid regardless of their immigration status. While there have been numerous referendum requests filed, we expect most to fizzle out based on lack of support and money. To qualify for the ballot a referendum must collect 500,000 signatures within 90 days of the bill being signed.

SB 202 will not affect two initiative measures that have already qualified for the June, 2012 ballot, one related to tobacco taxes and the other to term limits. It would affect one that labor unions are hoping to defeat (assuming it qualifies). That pending measure would limit a union's ability to raise campaign funds from its members. So far the November ballot includes ACA 4 that would increase the "rainy day" fund and SBX7 2, which would enact an $11 billion water bond. The following is the status of the number of initiatives and referendum pending to date:

Initiatives and Referenda Cleared for Circulation	(25)
Initiatives and Referenda Pending Signature Verification	(1)
Initiatives and Referenda Failed to Qualify	(8)
Initiatives and Referenda Pending at the Attorney General's Office	(20)
Total Potential Items for November	**(46)**

While this number is large, it is a little misleading. Initiative proponents many times file multiple versions with slight variations to either correct a prior mistake, or to have options to pursue based on polling of the title and summary.

Bell Rings in More Sunshine: The scandals in the City of Bell last year resulted in a plethora of bills attempting to tighten up financial and other local government practices. Although several fell by the wayside in the legislative process one of the measures signed by the Governor last week (AB 187 – Lara) would authorize the State Auditor to establish a high-risk local government agency audit program. The Auditor would audit and issue reports on any local agency that the Auditor believes may be at high risk for the potential of waste, fraud, abuse or mismanagement, or that has major challenges associated with its economy, efficiency or effectiveness. The audits must first be approved by the Joint Legislative Audit Committee, which is an open public process.

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Washington Friday Report

Volume XIII, Issue 45 November 18, 2011

INSIDE THIS WEEK

1 **"Minibus" with DOT, HUD and COPS Enacted**

2 **Reauthorization, Super Committee, 3% and Vets**

2 **TIGER, Budget, Homeless, Guns, Transit Safety**

A week of some accomplishment – the three part "minibus and the 3%- Vets Jobs bills enacted, but at the same time the clock is ticking on the Super Committee – less than 100 hours in real time as of this writing – with fear of failure rising. We have all this and a few other highlights for your review below.

The "Minibus" - First FY12 Spending Enacted

House and Senate appropriators have passed the first "minibus", now at the President's desk awaiting his signature, combining three bills: (1) Agriculture, (2) Commerce-Justice-Science, and (3) Transportation-HUD. This minibus agreement also keeps the government funded through December 16 while they work on the rest of the unfinished spending bills. The current "Continuing Resolution" would have expired today. The minibus is a mix of good and disappointing news, representing significant compromises on both sides, given that all the choices faced by the House-Senate negotiators were challenging. Here are the highlights:

HUD Programs

CDBG. The Community Development Block Grant formula program received an **11.6% cut** from its FY11 level. Combined with the cut it received in FY11, that is more than a 26% CDBG cut since FY10. There is some solace in that the cut is lower than that originally contained in the Senate bill. And significantly, the administrative costs for CDBG - which the House had cut to 10% - are retained at the 20% level.

HOME. The HUD HOME program received $1,000,000, a **38% reduction** from the FY11 level, a partial response to be sure to the ongoing *Washington Post* series on problems with the program.

Section 8 and Public Housing. The agreement includes $17.2 billion for Section 8 tenant based vouchers, enough to **renew all current vouchers.** The agreement also includes $1.35 million for administrative costs for PHAS's and $75 million for Veteran Affairs Supportive Housing (VASH), $1.85 billion for Public Housing Capital and $3.96 billion for Public Housing Operating.

Choice Neighborhoods. The HUD Choice Neighborhoods program, the successor to HOPE VI, received $120 million.

Sustainable Communities. HUD's Sustainable Communities program, the flagship of the DOT-HUD-EPA partnership received **no funding**, though conferees did suggest that other HUD funds could be used to support the program.

Transportation Programs

TIGER. The TIGER program, cut out fully in the House bill, is **retained at $500 million**, so there will be a TIGER IV round.

Transit. The Formula Bus program received $8,360,565,000, the same as in FY11 and the capital program for New Starts received $1,955,000,000 including $35,481,000 Small Starts. The conferees also limited new Full Funding Grant agreements to a 60% federal share. FTA's greenhouse gas and TIGGER programs received no funding.

Highways. The agreement provides $39.9 billion for highways, the same amount authorized in the current extension of surface transportation programs.

High Speed Rail. The High Speed Rail program received no funding, the third year in a row in which it has been shut out.

Justice Programs

COPS. The COPS program, which was wiped out completely in the House bill, is **retained** at $198,500,000. Of that amount, $166,000,000 will be available for **hiring programs**, so there will be a new round for COPS hiring.

Byrne-JAG. The Byrne–Justice Assistance Grants received $470,000,000.

Commerce

EDA. The agreement provides $257 million in funding for EDA, down about 10% from FY11.

Click on Conference Report, Explanatory Statement House Summary for more information. *We'll continue to update you through memos and this weekly Report.*

Efforts to pass additional minibuses have fallen by the wayside, due to the failure of Senators to reach consensus. We

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now expect the remaining nine appropriations bills to be placed into a large "Omnibus" spending bill which would likely be passed by the Congress before their December recess.

House Majority Transportation Proposals

House Speaker **John Boehner**, along with Transportation & Infrastructure Committee Chairman **John Mica** and others, held a press conference yesterday to outline a proposal for transportation authorization paid in part with expanded fees from energy exploration. The Speaker announcing the broad contour of the upcoming H.R. 7, the *American Energy & Infrastructure Jobs Act*. Chairman Mica noted: *"It is my hope to mark up in the coming weeks a solid blueprint for the future of America's transportation that will do the following: significantly streamline the process for projects by cutting red tape and unnecessary federal paperwork; consolidate duplicative federal transportation programs; provide flexibility, authority and responsibility to states and local governments to move transportation projects forward; and increase the ability to leverage financial resources and encourage more private sector participation in building infrastructure"*. Click on GOP Energy & Infrastructure for more.

Super Committee Update

With the deadline of **November 23rd** for the "Super Committee" to come up with at least $1.2 trillion in cuts only less than a week away, the outlook is decidedly grim. Yet, members on both sides continue to try to bridge their differences. If they fail to reach an agreement by midnight of the deadline, a process will begin known as "sequestration," where $1.2 trillion in across-the-board cuts would affect all agencies of the federal government, except for certain exempt programs. Negotiations are expected through the weekend. For a summary of the process, click on Speaker's Breakdown of the Revised Budget Control Act of 2011.

3% Withholding Repeal and Veterans Jobs Passed

On Wednesday, the House voted unanimously to pass H.R.674, the combined *3% Withholding Repeal and Job Creation Act/VOW to Hire Heroes Act of 2011*, and it will be signed shortly by the President. *This bill represents the first part of the President's American Jobs Act to pass.* Under the legislation, federal, state, and some local governments ***will not*** be required to withhold 3% of payments to private contractors, avoiding a logistical nightmare. Additionally, under the veteran's jobs provisions, the law will provide tax credits of up to $9,600 to firms that hire veterans with service-connected disabilities who had been unemployed for at least six months out of the past year and credits of $5,600 to companies hiring veterans who are not disabled or had been unemployed for a shorter period. Existing credits will be extended through 2012. For more, click on 3% Withholding and Veteran Jobs.

Huge Demand for TIGER

Transportation Secretary **Ray LaHood** has announced that the demand for TIGER III grants was overwhelming. DOT received 828 applications totaling $14.1 billion, far exceeding the $527 million set aside for the program. *"It's important to make these vital investments in transportation so we can put Americans back to work rebuilding our nation's crumbling transportation systems,"* said Secretary LaHood. Under President Obama's order, the third round of TIGER grants will be awarded by the end of 2011. Some 50-60 grants are anticipated. For more, click on Huge TIGER Demand.

Balanced Budget Amendment Fails

Today, the House failed to pass H.J.Res.2 by a vote of 261-165, which proposed a Balanced Budget Amendment to the constitution, the first such House vote since 1995. The vote was required by the debt ceiling compromise legislation in August and required a 2/3 vote. Click on Balanced Budget to view the proposed text.

New Homelessness Regs

HUD provided an initial allocation for FY11 Emergency Shelter/Solutions (ESG) earlier this year to allow grantees to renew funding of existing ESG programs. A second FY11 ESG allocation has now been released in conjunction with the interim regulations which will allow grantees to provide prevention and rapid re-housing assistance with ESG funds. The second allocation of FY2011 funds is subject to the new ESG regulations. After the public comment period and revision to the interim regulations, HUD will issue the final ESG regulations. The new definition of homelessness also goes into effect 30 days after its publication in the Federal Register. This means the second phase of ESG funding, as well as the CoC grants awarded under the 2011 Continuum of care competition will be required to use the new definition. Click on Interim Regulations and Grant Allocations #1 and #2 for more.

National Right-to-Carry Bill

On Wednesday, H.R. 822, the *National Right-to-Carry Reciprocity Act of 2011*, passed the House by a vote of 272 to 154. It would require states to recognize the validity of concealed carry permits from other states, including states that do not allow gun owners to lawfully conceal their weapons, much the way states recognize each other's driver's licenses. Said the bill's chief co-sponsor, Rep. **Cliff Stearns** (FL), *"The right to defend yourself and your loved ones from criminals is fundamental, and it should not be extinguished when you cross a state border"*. Many who opposed to the bill claimed a violation of states' rights. *"It's a situation where weaker state laws become the national law,"* said Rep. **Bobby Scott** (VA). For more, click on Right-to-Carry.

Mass Transit Safety Bill

On Tuesday, H.R. 3140, the *Mass Transit Intelligence Prioritization Act* was passed by a subcommittee of the House Homeland Security Committee. Sponsored by Rep. **Jackie Speier** (CA), the bill would direct DHS prioritize the assignment of staffing to certain "high-risk" jurisdictions with mass transit systems in order to coordinate with local authorities in "*identifying, investigating, and otherwise interdicting persons, weapons, and contraband that pose a threat to homeland security.*" For more, click on Transit Safety.

Please contact Len Simon, Brandon Key, Rukia Dahir and Stephanie Carter with any questions.

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Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commision

FROM: Programs and Projects Committee

SUBJECT: **Acceptance of Semi-Annual Alameda CTC Program Status Update on Pass-Through Fund Program and Grant Programs**

Recommendation
It is recommended the Commission accept the Semi-Annual Alameda CTC Program Status Update on Pass-Through Fund Program and Grant Programs

Summary
Approximately 60 percent of the net revenues received from the Measure B half-cent transportation sales tax in Alameda County fund programs. Alameda CTC allocates these funds throughout the County for essential programs, services, and projects. On a monthly basis, Alameda CTC disburses pass-through program funds to 20 agencies/jurisdictions, via formulas and percentages, for five programs: bicycle and pedestrian safety, local streets and roads, mass transit including express bus services, and services for seniors and people with disabilities (paratransit) Pass-through program recipients are required to submit annual independent compliance audits and accompanying annual descriptive compliance reports at the end of each calendar year. For fiscal year 10-11 (FY 10-11), the audits at due to Alameda CTC on December 27, 2011 and the compliance reports are due on December 31, 2011.

Local agencies/jurisdictions and nonprofit organizations may also receive Measure B grant awards through four grant programs. Alameda CTC requires grant recipients to submit progress reports every six months. This report summarizes the status of pass-through programs through FY 10-11 (based on Alameda CTC allocations), and grant programs through June 30, 2011 (as reported by recipients).

Background

Summary of Pass-through Fund Program
Since sales tax collection began for the 2000 Measure B on April 1, 2002, Alameda CTC has collected and distributed over $537 million in program funds, including pass-through and grant funds, to local agencies, transit agencies, jurisdictions, and nonprofit organizations for transportation purposes. In FY 10-11, Alameda CTC distributed $56,693,936 in pass-through program funds to recipients.

Pass-through fund program highlights:

- Alameda CTC distributed pass-through funds to 14 local cities: Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City; Alameda County; and five transportation agencies: Alameda-Contra Costa Transit District (AC Transit), Altamont Commuter Express Rail Service, Livermore Amador Valley Transit Authority (LAVTA), San Francisco Bay Area Rapid Transit District (BART), and Union City Transit.
- Of the $56.6 million in Measure B pass-through distributions, over $22.4 million (39.66 percent) funded local streets and roads projects; over $21.3 million (37.67 percent) funded mass transit projects; $9 million (16 percent) funded paratransit projects and programs; and over $3.7 million (6.66 percent) funded bicycle and pedestrian projects.
- Alameda CTC also distributed $163,090 in Measure B cash-flow stabilization funds to AC Transit and BART in maintaining service levels.

Total FY 10-11 Measure B sales tax revenues were $105.4 million, which was higher than the $102 million initially projected This resulted in more revenues available to agencies and jurisdictions in FY 10-11, based on the distribution formulas and percentages. In comparison to FY 09-10, Measure B Pass-through allocations increased by $5.8 million, an increase of approximately 11.6 percent of total FY 09-10 pass-through allocations.

Summary of Grant Programs

Alameda CTC also distributes Measure B grant funds to local agencies, transit agencies, jurisdictions, and nonprofit organizations for transportation purposes, through four grant programs. Before awarding grants to project sponsors, the Alameda CTC evaluates grant proposals. For the CDF and Paratransit Gap programs, community advisory committees also review and make recommendations on which projects to fund. In FY 10-11, Alameda CTC reimbursed project sponsors a total of over $4 million.

Bicycle and Pedestrian Countywide Discretionary Fund (CDF) Grant Program: Bicycle and pedestrian safety projects help close gaps for pedestrians and bicyclists, encourage walking and biking, and make travel safer for people throughout Alameda County. Alameda CTC has allocated over $8.7 million over four funding cycles to 41 projects including: capital projects, programs, and master plans. The Alameda CTC Bicycle and Pedestrian Advisory Committee makes recommendations on all CDF awards to the Commission. Currently, 12 CDF projects are active. In FY 10-11, Alameda CTC reimbursed grant project sponsors a total of over $1.2 million.

Countywide Express Bus Service Grant Program: The Expenditure Plan includes $10 million (1998 dollars) for Express Bus Service programs. These programs are designed to improve rapid bus services throughout the County. To date, Alameda CTC has allocated over $6.6 million over two grant cycles to two transportation agencies for six express bus service projects. Two express bus service projects are active. In FY 10-11, Alameda CTC reimbursed grant project sponsors a total of over $1.4 million.

Special Transportation for Seniors and People with Disabilities Fund (Paratransit Gap) Grant Program: The Expenditure Plan includes $148.6 million (1998 dollars) for the

Paratransit Gap Fund. Paratransit Gap projects improve transportation access for seniors and people with disabilities in a variety of ways: from shuttle, taxi, and transportation services, including special transportation services for individuals with dementia, to much-needed programs such as ridercare and fare assistance, travel escorts, and travel and safety awareness training. Alameda CTC has allocated over $10.5 million over four funding cycles to 52 transportation projects and programs for seniors and people with disabilities. The Alameda CTC Paratransit Advisory and Planning Committee makes recommendations to the Commission on all Paratransit Gap grant funding. Currently, 18 Gap Grant projects are active. In lieu of issuing a Cycle 5 Gap Grant call for projects in FY 10-11, the Commission approved supplemental funding and/or extensions for 12 current projects. In FY 10-11, Alameda CTC reimbursed grant project sponsors over $1.1 million.

Transit Oriented Development Grant Program: The Expenditure Plan includes $2.7 million (1998 dollars) for the Transit Center Development (TCD) Fund, also referred to as transit oriented development (TOD), or priority development areas (PDAs). These grant projects focus on development of mixed-use residential or commercial areas designed to maximize access to public transportation. Alameda CTC makes these funds available to Alameda County cities and to the County to encourage development near transit centers. The Commission has allocated over $1.1 million to eight TOD projects throughout Alameda County. Currently, two TOD projects are active. In FY 10-11, Alameda CTC reimbursed grant project sponsors a total of $235,351.

Grant program highlights:

- Overall, the four grant programs have been successful, meeting and exceeding performance measures and other markers of success. The 70 complete projects have expanded access to transportation and improved mobility in Alameda County in a number of ways for each type of grant program (see Attachment A for information on complete projects).
- Since Measure B grant funding began in 2004, over 40 agencies and nonprofit organizations have received grant awards.
- As of March 2011, Alameda CTC has awarded 107 grant projects in the amount of $27.1 million.
- These grant programs have leveraged Measure B funds to cover total grant program costs of over $108.5 million.
- Currently, 33 grants are active

Summary of Grant Funding Cycles

The following summary of all Measure B grant programs provides detail on the Measure B grant cycles to date, including the Measure B award amount to date and the total number of projects for each cycle. The attachments that follow provide funding information for each grant project and list the complete projects (Attachment A), as well as provide additional detail on all active grant projects (Attachments B – E).

Total Measure B Awards for Four Grant Programs

Grant	Cycle	Start Date	Measure B Awards	Total Project	Total Projects	Active Projects
CDF	4	07/01/09	$4,125,000	$8,409,696	12	10
	3	07/01/07	$2,407,292	$16,592,705	14	1
	2	04/28/05	$1,000,000	$2,143,921	8	0
	1	02/26/04	$1,250,000	$5,845,092	7	0
		Subtotal:	**$8,782,292**	**$32,991,414**	**41**	**11**
EBS	2	07/01/06	$3,528,157	$5,069,679	3	1
	1	07/01/09	$3,170,843	$12,284,677	3	1
		Subtotal:	**$6,699,000**	**$17,354,356**	**6**	**2**
GAP	4	07/01/08	$5,185,501	$7,165,794	20	15
	3	07/01/06	$3,831,152	$4,464,835	16	3
	1 & 2	07/01/04	$1,536,365	$1,536,365	16	0
		Subtotal:	**$10,553,018**	**$13,166,994**	**52**	**18**
TOD	2	07/01/07	$767,000	$43,369,344	4	2
	1	07/01/05	$340,390	$1,662,175	4	0
		Subtotal:	**$1,107,390**	**$45,031,519**	**8**	**2**
		Total:	**$27,141,700**	**$108,544,283**	**107**	**33**

Key:
CDF = Bicycle and Pedestrian Countywide Discretionary Fund Grant Program
EBS = Countywide Express Bus Service Grant Program
GAP = Paratransit Gap Grant Program
TOD = Transit Oriented Development Grant Program

Fiscal Impacts
There are no fiscal impacts at this time.

Attachments
Attachment A – Alameda CTC Grant Program Summary
Attachment B – Bicycle and Pedestrian CDF Grant Program Status Update
Attachment C – Express Bus Service Grant Program Status Update
Attachment D – Paratransit Gap Grant Program Status Update
Attachment E – Transit Oriented Development Grant Program Status Update

ACTIA Program Grant Projects Summary Table
Bicycle and Pedestrian/Express Bus/Paratransit/TOD

Grant Program	Cycle	Agreement No.	Grant Project Sponsor	Grant Project Name	Current (Amended) MB Funds	Current Other Funds	Current (Amended) Total Project Cost	Project Status
Bicycle and Pedestrian	1	A04-0016	City of Oakland	Eastlake Streetscape and Pedestrian Enhancement Project	$262,000	$2,827,600	$3,089,600	Complete
		A04-0018	City of Oakland Public Works Agency	Oakland Bicycle Master Plan Update	$134,000	$166,440	$300,440	Complete
		A04-0017	City of San Leandro	San Leandro Bay Trail Slough Bridge	$0	$0	$0	Superceded
		A04-0019	County of Alameda Public Works Agency	Alameda County Pedestrian Master Plan for Unincorporated Areas	$120,000	$50,000	$170,000	Complete
		A04-0022	East Bay Asian Youth Center	Bicycle Education Programs	$222,750	$170,000	$392,750	Complete
		A04-0021	East Bay Regional Park District	Iron Horse Trail	$450,000	$1,381,052	$1,831,052	Complete
		A04-0023	University of California (Berkeley)	UC Berkeley Bicycle Plan	$61,250	$0	$61,250	Complete
				Cycle 1 Grants (7) Subtotal	**$1,250,000**	**$4,595,092**	**$5,845,092**	
	2	A05-0030	Alameda County Congestion Mangement Agency	Countywide Bicycle Plan Update	$30,000	$20,000	$50,000	Complete
		A05-0036	Alameda County Public Works Agency	Coliseum BART to Bay Trail Connector Environmental Study	$100,000	$15,000	$115,000	Complete
		A05-0031	City of Alameda	City of Alameda Pedestrian Master Plan	$36,000	$9,000	$45,000	Complete
		A05-0035	City of Albany	Buchanan and I-80/I-580 Intersection Alternative Bicycle/Pedestrian Connector Trail	$75,000	$35,000	$110,000	Complete
		A05-0034	City of Oakland	Market Street Bikeway Project	$235,000	$459,921	$694,921	Complete
		A05-0032	City of Union City	11th Street Enhancement Project	$300,000	$497,000	$797,000	Complete
		A05-0033	East Bay Regional Park District	Alamo Canal Trail Undercrossing of I-580 Feasibility Study	$50,000	$50,000	$100,000	Complete
		A05-0037	San Francisco Bay Area Rapid Transit District	BART Station Electronic Bicycle Lockers	$174,000	$58,000	$232,000	Complete
				Cycle 2 Grants (8) Subtotal	**$1,000,000**	**$1,143,921**	**$2,143,921**	
	3	A07-0004	Alameda County Public Works Agency	Union Pacific (Oakland Subdivision) Railroad Corridor Improvement Plan	$75,000	$75,000	$150,000	Complete
		A07-0003	Alameda-Contra Costa Transit District	Bike Racks for New Buses	$20,000	$23,578	$43,578	Complete
		A07-0005	Berkeley Redevelopment Agency	Aquatic Park Connection Streetscape Improvement Project - Phase 1 Bike & Ped Improvements	$65,000	$1,160,000	$1,225,000	Active
		A07-0006	City of Alameda	Alameda-Oakland Estuary Crossing Feasibility Study	$100,000	$310,797	$410,797	Complete
		A07-0007	City of Albany	Buchanan Bicycle/Pedestrian Path	$266,000	$51,600	$317,600	Complete
		A07-0008	City of Berkeley	Ashby BART Station/Ed Roberts Campus Pedestrian and Bicycle Access and Safety Project	$136,000	$6,914,000	$7,050,000	Complete
		A07-0009	City of Berkeley	Travel Choice - Berkeley	$190,000	$447,000	$637,000	Complete
		A07-0010	City of Livermore	Iron Horse Trail Feasibility & Engineering Study	$70,000	$98,000	$168,000	Complete
		A07-0011	City of Oakland	MacArthur Transit Hub Streetscape Improvement Project	$215,000	$2,608,000	$2,823,000	Complete
		A07-0012	City of Pleasanton	Pleasanton Pedestrian & Bicycle Master Plan	$111,000	$0	$111,000	Complete
		A07-0013	City of San Leandro	Bay Trail Slough Bridge	$150,000	$1,860,000	$2,010,000	Complete
		A07-0015	East Bay Bicycle Coalition	Bicycle Safety Education Classes	$38,000	$3,250	$41,250	Complete
		A07-0014	East Bay Regional Park District	I-580 Undercrossing, Alamo Canal Trail	$235,000	$100,000	$335,000	Complete
		A07-0016	Transportation and Land Use Coalition	Safe Routes to School (SR2S) Alameda County Partnership	$736,292	$534,188	$1,270,480	Complete
				Cycle 3 Grants (14) Subtotal	**$2,407,292**	**$14,185,413**	**$16,592,705**	
	4	A09-0023	Alameda County Transportation Commission	Alameda Countywide Bicycle Plan Update	$130,000	$46,104	$176,104	Active
		A09-0021	City of Albany	Albany Pedestrian Master Plan and Update to the Albany Bicycle Master Plan	$130,000	$55,800	$185,800	Active
		A09-0018	City of Dublin	Alamo Canal Regional Trail Undercrossing of I-580: Construction	$891,000	$1,760,000	$2,651,000	Active
		A09-0020	City of Fremont	Irvington Area Pedestrian Improvements	$342,000	$58,000	$400,000	Active
		A09-0026	City of Fremont	Tri-City Senior Walk Clubs	$77,000	$15,000	$92,000	Active
		A09-0022	City of Newark	Newark Pedestrian and Bicycle Master Plan	$119,000	$30,000	$149,000	Active
		A09-0017	City of Oakland	Lakeshore/Lake Park Avenue Complete Streets Project	$573,599	$633,992	$1,207,591	Active
		A09-0025	East Bay Bicycle Coalition	Bicycle Safety Education Program	$315,401	$4,800	$320,201	Active
		A09-0019	East Bay Regional Parks District	Iron Horse Trail Feasibility Study - Dublin BART to Santa Rita Road	$25,000	$25,000	$50,000	Complete
		A09-0024	TransForm	Safe Routes to Schools Alameda County Partnership	$820,000	$1,075,000	$1,895,000	Complete
		A09-0027	TransForm	TravelChoice New Residents	$175,000	$178,000	$353,000	Active
		ACTIA-6 (A09-0016)	Alameda CTC	East Bay Greenway Environmental Review and Implementation Strategy	$527,000	$403,000	$930,000	Active
				Cycle 4 Grants (12) Subtotal	**$4,125,000**	**$4,284,696**	**$8,409,696**	
				41 Bicycle and Pedestrian - Cycles 1 - 4 Grants Total	**$8,782,292**	**$24,209,122**	**$32,991,414**	
Express Bus	1	A06-0039	Alameda-Contra Costa Transit District	Ardenwood Express Bus Park and Ride Improvements	$1,500,000	$6,800,000	$8,300,000	Complete
		A06-0038	Alameda-Contra Costa Transit District	Express Bus Connectivity - Major Hubs	$21,843	$2,427	$24,270	Complete
		A06-0040	Livermore Amador Valley Transit Authority	LAVTA Bus Rapid Transit	$1,649,000	$2,311,407	$3,960,407	Active
				Cycle 1 Grants (3) Subtotal	**$3,170,843**	**$9,113,834**	**$12,284,677**	
	2	Pending	Alameda-Contra Costa Transit District	Alameda County Countywide Express Bus Plan (from Cycle 1 funding)	$0	$0	$0	Superceded
		A09-0035	Alameda-Contra Costa Transit District	1R International Rapid Weekday and Weekend Operations (funding rolled over from superceded)	$2,028,157	$1,171,522	$3,199,679	Complete
		A09-0036	Livermore Amador Valley Transit Authority	LAVTA Express Bus Operating Assistance	$1,500,000	$370,000	$1,870,000	Active
				Cycle 2 Grants (3) Subtotal	**$3,528,157**	**$1,541,522**	**$5,069,679**	
				6 Express Bus - Cycles 1-2 Grants Total	**$6,699,000**	**$10,655,356**	**$17,354,356**	
Paratransit	1 & 2	A04-0027	City of Alameda	Medical Return Trip Improvement Program (MRTIP)	$64,514	$0	$64,514	Complete
		A04-0026	City of Albany	Medical Return Trip Improvement Program (MRTIP)	$11,480	$0	$11,480	Complete
		A04-0028	City of Berkeley	Medical Return Trip Improvement Program (MRTIP)	$76,163	$0	$76,163	Complete
		A04-0029	City of Emeryville	Medical Return Trip Improvement Program (MRTIP)	$10,080	$0	$10,080	Complete
		A04-0033	City of Fremont	Paratransit Fare Assistance Program	$52,388	$0	$52,388	Complete
		A04-0033	City of Fremont	Travel Escort Program	$77,836	$0	$77,836	Complete
		A04-0033	City of Fremont	Medical Outreach Transportation Program (South County)	$89,599	$0	$89,599	Complete
		A04-0031	City of Hayward	Pre-scheduled Non-Medical Trips	$93,700	$0	$93,700	Complete
		A04-0031	City of Hayward	Same Day Medical Trips	$164,650	$0	$164,650	Complete
		A04-0031	City of Hayward	Joint Medical Transportation Outreach Project	$26,023	$0	$26,023	Complete
		A04-0031	City of Hayward	Group Recreational Trips	$93,700	$0	$93,700	Complete
		A04-0030	City of Oakland	Medical Return Trip Improvement Program (MRTIP)	$397,783	$0	$397,783	Complete
		A04-0030	City of Oakland	Accessible Home Improvement Paratransit Program (AHIPP)	$132,763	$0	$132,763	Complete
		A04-0032	City of San Leandro	Joint Medical Transportation Outreach Project	$7,500	$0	$7,500	Complete
		A04-0032	City of San Leandro	San Leandro Out of Town Medical Trips	$96,975	$0	$96,975	Complete
		A04-0036	Livermore Amador Valley Transit Authority/Pleasanton Paratransit	Tri-Valley Taxi Study for Seniors and Disabled	$141,211	$0	$141,211	Complete
				Cycles 1 & 2 Grants (16) Subtotal	**$1,536,365**	**$0**	**$1,536,365**	
	3	ACTIA-3	Alameda County Transportation Improvement Authority	Countywide Mobilty Coordination Program	$500,000	$0	$500,000	Complete
		ACTIA-2 (A06-0044)	Alameda County Transportation Improvement Authority/City of Fremont	South County Taxi Pilot Project *(includes $100K to St. MiniCab PSA)*	$455,700	$0	$455,700	Active
		ACTIA-1 (A06-0044)	Alameda County Transportation Improvement Authority/City of Fremont	Tri-City Travel Training Pilot Project	$230,000	$60,000	$290,000	Active
		A06-0030	Alameda-Contra Costa Transit District	East Bay Paratransit Mobile Data Computer/Automatic Vehicle Location Pilot Program	$500,000	$61,645	$561,645	Complete
		A06-0036	Alzheimer's Services of the East Bay	Special Transportation Services for Individuals with Dementia	$300,000	$348,743	$648,743	Complete
		A06-0028	Bay Area Community Services	Dimond-Fruitvale Senior Shuttle and East Oakland Senior Shuttle Expansion	$240,245	$5,129	$245,374	Active
		A06-0034	Bay Area Community Services	North Alameda County Group Trip Program	$240,454	$17,447	$257,901	Complete
		A06-0035	Center for Independent Living/USOAC	Outreach and Travel Training Project of North Alameda County	$239,976	$18,888	$258,864	Complete
		A06-0027	City of Berkeley/Ed Roberts Campus	Ashby BART Station/Ed Roberts Campus	$141,000	$16,000	$157,000	Complete
		A06-0044	City of Fremont	Older Driver Safety Awareness Program	$36,000	$0	$36,000	Complete
		A06-0044	City of Fremont	Volunteers for Independence Program	$73,483	$0	$73,483	Complete
		A06-0032	City of Hayward	Hayward Ride-Today!	$355,700	$0	$355,700	Complete
		A06-0031	City of Newark	Fare Assistance for AC Transit Circulator Routes	$93,026	$0	$93,026	Complete
		A06-0033	Livermore Amador Valley Transit Authority/Pleasanton Paratransit	LAVTA Paratransit Customer Service Software	$175,000	$26,000	$201,000	Complete
		A06-0037	Livermore Amador Valley Transit Authority/Pleasanton Paratransit	Tri-Valley Travel Training Program	$123,800	$57,460	$181,260	Complete
		A06-0029	San Francisco Bay Area Rapid Transit District	East Bay Paratransit Rider Care Specialist	$126,768	$22,371	$149,139	Complete
				Cycle 3 Grants (16) Subtotal	**$3,831,152**	**$633,683**	**$4,464,835**	
	4	ACTIA-4	Alameda County Transportation Improvement Authority	Central County Taxi Program Expansion and "Guaranteed Ride Home" for Travel Training Participants	$35,000	$0	$35,000	Cancelled
		ACTIA-5	Alameda County Transportation Improvement Authority	Countywide Mobility Coordination	$374,000	$0	$374,000	Complete
		A08-0025	Alameda-Contra Costa Transit District	Interactive Voice Response (IVR)/Web-based Scheduling Software	$200,000	$0	$200,000	Active
		A08-0026	Alameda-Contra Costa Transit District	New Freedom Fund Grant Match	$36,000	$144,000	$180,000	Active
		A08-0024	Alameda-Contra Costa Transit District	EBP Mobile Data Terminal/Automatic Vehicle Locator Project	$306,000	$300,000	$606,000	Active
		A08-0029	Alzheimer's Services of the East Bay	Driving Growth through Transportation: Special Transportation Services for Individuals with Dementia	$580,000	$661,880	$1,241,880	Active
		A08-0030	Bay Area Outreach and Recreation Program	BORP North County Youth/Adults with Disabilities Group Trip Project	$474,200	$153,230	$627,430	Active
		A08-0031	Centers for Independent Living	Mobility Matters!	$469,064	$123,395	$592,459	Active
		A08-0032	City of Albany	Albany Senior Center Community Shuttle Bus	$161,600	$30,900	$192,500	Active
		A08-0033	City of Emeryville	94608 Area Demand Response Shuttle Service for Seniors and/or People with Disabilities	$292,000	$18,000	$310,000	Active
		A08-0034	City of Fremont	VIP Rides Program	$308,148	$0	$308,148	Active
		A08-0035	City of Hayward	Hayward Round About - Paratransit Shuttle Service	$440,000	$0	$440,000	Complete
		A08-0036	City of Oakland	GRIP - Grocery Return Improvement Program	$275,885	$0	$275,885	Active
		A08-0037	City of Oakland - Department of Human Resources	TAXI - UP & GO Project!	$235,472	$260,840	$496,312	Active
		A08-0038	City of Pleasanton	Downtown Route	$513,792	$75,208	$589,000	Active
		A08-0039	City of Pleasanton	Rider Assessment Service	$9,200	$8,927	$18,127	Complete
		A08-0041	Livermore Amador Valley Transit Authority	Paratransit Vehicle Donation Program and Dial-a-Ride Scholarship	$95,000	$4,813	$99,813	Closing Out
		A08-0040	Livermore Amador Valley Transit Authority	LAVTA Livermore Senior Housing Shuttle	$191,000	$9,500	$200,500	Complete
		A08-0042	San Francisco Bay Area Rapid Transit District	Learn BART! A Picture Guide to Riding BART	$43,000	$21,600	$64,600	Active
		A08-0043	Senior Support Program of the Tri Valley	Volunteers Assisting Same Day Transportation and Escorts	$298,140	$16,000	$314,140	Active
				Cycle 4 Grants (20) Subtotal	**$5,185,501**	**$1,828,293**	**$7,165,794**	
				52 Paratransit - Cycles 1 - 4 Grants Total	**$10,553,018**	**$2,461,976**	**$13,166,994**	
Transit Oriented Development	1	A05-0019	Alameda County Congestion Management Agency (ACCMA)	Transit Oriented Development Technical Assistance Program	$250,000	$50,000	$300,000	Complete
		A05-0046	City of Alameda	Alameda Point Station Area Plan Project	$25,415	$224,585	$250,000	Complete
		A05-0047	City of San Leandro	Downtown San Leandro Bus Rapid Transit Station Area Plan Project	$51,750	$648,250	$700,000	Complete
		A05-0048	City of Pleasanton	Pleasanton Hacienda Business Park Station Area Plan Project	$13,225	$398,950	$412,175	Complete
				Cycle 1 Grants (4) Subtotal	**$340,390**	**$1,321,785**	**$1,662,175**	
	2	A07-0017	City of Livermore	Downtown Livermore Pedestrian Transit Connections Program	$180,500	$1,200,000	$1,380,500	Complete
		A07-0018	City of Fremont	Bay Street Streetscape Project	$138,000	$3,262,000	$3,400,000	Active
		A07-0019	City of Oakland	West Oakland Seventh Street Transit Village Streetscape	$218,500	$4,370,344	$4,588,844	Active
		A07-0020	City of Berkeley	Transportation Enhancements at Ashby BART Station/Ed Roberts Campus	$230,000	$33,770,000	$34,000,000	Complete
				Cycle 2 Grants (4) Subtotal	**$767,000**	**$42,602,344**	**$43,369,344**	
				8 Transit Oriented Development - Cycles 1 - 2 Grants Total	**$1,107,390**	**$43,924,129**	**$45,031,519**	
				107 ACTIA Program Grants Total (Paratransit + Bicycle and Ped + Express Bus+Transit Oriented Development)	**$27,141,700**	**$81,250,583**	**$108,544,283**	

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Attachment B: Bicycle and Pedestrian Countywide Discretionary Fund Grant Program Status Update on Active Projects

The active projects in this program appear below, in alphabetical order, according to the most recent grant cycle. The Project Sponsor for each project is in parentheses.

Cycle 4 Bicycle and Pedestrian Grant Projects

- **Alameda Countywide Bicycle Plan Update (Alameda CTC):** The Alameda CTC is coordinating updates of the Countywide Bicycle Plan and the Countywide Strategic Pedestrian Plan that will reflect current bicycling and walking conditions, needs, and priorities in Alameda County.
    - The Alameda CTC has scheduled a release of draft plans in March 2012.
    - Staff and community advisory committees are reviewing draft chapters.
    - In July 2011, Alameda CTC executed an amendment to extend the agreement an additional year to October 31, 2012.

- **Alamo Canal Regional Trail – Interstate 580 Undercrossing (Construction) (City of Dublin):** The Alamo Canal Regional Trail in Dublin will connect with the Centennial Trail in Pleasanton, creating a 3.6-mile continuous Class 1 multi-use path.
    - The California Department of Transportation (Caltrans) has approved the National Environmental Policy Act (NEPA) documents.
    - City staff submitted the request for an authorization to proceed with construction to Caltrans.
    - The East Bay Regional Parks District received a TIGER II fund award for this project.

- **Albany Pedestrian Master Plan and Update to the Albany Bicycle Master Plan (City of Albany):** The City of Albany is developing its first Pedestrian Plan and updating its current Bicycle Plan originally published in 2003.
    - Alameda CTC executed a third amendment in October 2011, authorizing an extension of the agreement end date to October 2012.
    - The Project Sponsor's team developed draft plans for 24 bicycle and pedestrian projects.
    - The Project Sponsor made several presentations to various commissions/ committees and merchant associations, school districts, neighboring cities, and other stakeholders that the plan would impact.

- **Bicycle Safety Education Program (East Bay Bicycle Coalition (EBBC)):** EBBC has the goal of teaching 4,000 people to safely ride bicycles over the initial two years of their Measure B grant through its comprehensive bicycle safety education program.
    - An amendment request is pending to extend this project agreement for an additional year.
    - The Project Sponsor continues to conduct Traffic Skills 101 Classes, Train-the-Trainer sessions, Family Cycling Workshops, Kids' Bike Rodeos, Lunchtime Commute Workshops, How-to-Ride-a-Bike Classes and Police Diversion Outreach classes.

- **East Bay Greenway Environmental Review and Implementation Strategy (Alameda CTC):** The East Bay Greenway eliminates barriers separating local communities and provides mobility for economically and socially disadvantaged communities through safe connections to five BART stations, two downtown areas, and multiple parks and schools, by building a 12-mile walking and biking path under and adjacent to the BART tracks between Oakland and Hayward.
    - Alameda CTC in collaboration with local and regional partners is currently obtaining environmental clearance to construct the segment that will connect to the Oakland Coliseum BART Station.
    - The project is included in a TIGER II grant awarded to the East Bay Regional Parks District.

- **Irvington Area Pedestrian Improvements (City of Fremont):** The City of Fremont is improving pedestrian safety in the Irvington Area of Fremont at signalized and non-signalized intersections, some of which are adjacent to bus stops.
    - An amendment request is pending to extend this project agreement for an additional year to October 31, 2012..
    - The City completed the design in June 2011, and completed the bid-ad-award process and hired a contractor in September 2011. Construction is scheduled to begin in January 2012.
    - The Project Sponsor anticipates construction completion by June 2012.

- **Lakeshore/Lake Park Avenue Complete Streets Project (City of Oakland):** The City of Oakland is coordinating improvements to create a "complete street" near Lakeshore and Lake Park Avenues.
    - The final plans, specifications, and estimates (PS&E) are complete.
    - The Project Sponsor held the bid opening in August 2011.
    - The Alameda CTC Board approved an extension of time to October 31, 2012.

- **Newark Pedestrian and Bicycle Master Plan (City of Newark):** The City of Newark is drafting its first Pedestrian and Bicycle Master Plan to thoroughly address gap closure needs and safety improvements, and to increase convenient access to public transit, activity centers, and schools.
    - Alameda CTC executed an amendment in September 2011 to extend the end date of this project through to October 31, 2012.
    - The draft version of the plan, including additional documentation, is available online for public viewing at http://newarkbikepedplan.fehrandpeers.net/draft-documents.

- **TravelChoice New Residents (TransForm):** This pilot program provides personalized outreach, exclusive transportation concierge services, and other transportation information to new residents of developments in walkable, transit-rich areas — to reduce the number of vehicle trips in new developments.
    - The Project Sponsor acquired matching funds from the Transportation Fund for Clean Air Program Managers grant program.
    - At the City of Berkeley pilot sites, the Project Sponsor offered free transit passes.

- The Project Sponsor completed the program implementation guidelines for this successful transportation demand management/educational outreach program.

- **Tri-City Senior Walk Clubs (City of Fremont):** Each "Walk This Way Program" session, led by a fitness instructor/program facilitator, includes a 16-week curriculum of educational and motivational classes to promote the health benefits of walking, teach awareness of pedestrian safety and personal security, including how to avoid falls and injuries, and encourage walking as a mode of transportation and a means of connecting with public transit and local activity centers.
    - The Project Sponsor reviewed project progress with Generations Community Wellness and determined the changes needed for future program implementation.
    - The Project Sponsor conducted outreach to individuals and groups interested in Walk This Way.
    - The program facilitator implemented and led 16-week program sessions.

Cycle 3 Bicycle and Pedestrian Grant Projects

- **Aquatic Park Connection Streetscape Improvement Project (Berkeley Redevelopment Agency):** The goal of the Aquatic Park Connection Streetscape Improvement Project is to connect Berkeley's Fourth Street Shopping District, the only Berkeley Amtrak stop, the City of Berkeley's largest municipal park (Aquatic Park), and the Bicycle/Pedestrian Bridge over Interstate 80 that leads to trails in Eastshore State Park and the Bay Trail.
    - The Project Sponsor has completed the Measure B portion of this project, except for installation of one wayfinding sign.
    - .
    - The Project Sponsor installed bike racks/tree guards, pedestrian lighting, wayfinding, seating, and new sidewalks, as well as signage with funding from Alameda CTC.
    - The Alameda CTC Board approved an extension of time to October 31, 2012.

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Attachment C: Express Bus Service Grant Program
Status Update on Active Projects

The active projects in this program appear below, in alphabetical order, according to the most recent grant cycle. The Project Sponsor for each project is in parentheses.

Cycle 2 Express Bus Service Grant Projects

- **LAVTA Express Bus Operating Assistance (LAVTA):** LAVTA Express Bus works in tandem with other local service programs to create, expand, and enhance express bus services countywide, with a focus on three existing, vital lines: the 20 X, the 12V, and the 70X.
    - All Measure B-funded routes are currently in operation.

Cycle 1 Express Bus Service Grant Projects

- **LAVTA Bus Rapid Transit (LAVTA):** LAVTA's initial concept for this project was to mirror the existing Route 10 service; however, due to project opposition by residents near the planned route, the Project Sponsor has maintained current 15-minute headways on the Pleasanton portion of the existing Local 10 line, and added Transit Signal Priority technology to the intersections in Pleasanton to speed up the current service, allowing this travel-time-sensitive rapid project to migrate to the Dublin side of Interstate 580.
    - In January 2011, the Project Sponsor launched Bus Rapid Transit service operations.

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Attachment D: Paratransit Gap Grant Program
Status Update on Active Projects

The active projects in this program appear below, in alphabetical order, according to the most recent grant cycle. The Project Sponsor for each project is in parentheses.

Cycle 4 Paratransit Gap Grant Projects

- **East Bay Paratransit Mobile Data Terminal (MDT)/Automatic Vehicle Locator (AVL) Project (AC Transit):** AC Transit secured federal funds to purchase and install MDT/AVL units in the East Bay Paratransit fleet that enable online scheduling and/or cancellation of trips and notify individuals of natural disasters, bridge closures, and other emergencies.
    - The Project Sponsor completed training and equipment testing in December 2010.

- **Interactive Voice Response (IVR)/ Web-based Scheduling Software (AC Transit):** The Project Sponsor secured federal funds to purchase and install IVR/Web-based scheduling software, enabling the IVR system to call passengers five minutes before the vehicle arrival time.
    - The Project Sponsor is currently finalizing a request for proposals (RFP) for the IVR/Web-based Scheduling software.
    - The Alameda CTC Board approved an extension of time to December 31, 2012.

- **New Freedom Fund Grant Match Program (AC Transit):** AC Transit is determining the feasibility of establishing a mobility management structure within its jurisdiction, by identifying and cataloging all transportation resources in the East Bay, that will foster coordinated transportation services.
    - The Alameda CTC Board approved reinstatement and an extension through December 2012, paralleling the extension MTC granted (provider of 80 percent of project funds) through August 2012.
    - Staff is working to finalize the scope of the RFP.

- **Driving Growth through Transportation: Special Transportation Services for Individuals with Dementia (Alzheimer's Services of the East Bay (ASEB)):** ASEB continues to provide transportation to those with moderate to late stage Alzheimer's disease or dementia, consistently increasing the number of individuals served and the trips provided with each fiscal year.
    - ASEB is running a pilot weekend program due to the increase in ridership.
    - The Project Sponsor received two awards: the California Association of Adult Day Services (CAADS) – a *Leadership Award* for the Executive Director, and a *Team Award* for the transportation team.

- **North County Youth/Adults with Disabilities Group Trip Project (Bay Area Outreach and Recreation Program (BORP):** BORP provides accessible group trip transportation in North County for children, youth, and adults with disabilities who participate in sports and recreational programs.
    - The Project Sponsor has a 92 percent rider satisfaction rate.
    - Alameda CTC awarded additional Measure B funds due to the program's viability.

- **Mobility Matters!** (Center for Independent Living): The Center for Independent Living continues to expand the Outreach & Travel Training Project of Northern Alameda County, which conducts group and individualized travel training for seniors and people with disabilities in northern Alameda County.
    - Alameda CTC awarded additional Measure B funds and extended the project end date due to the program's success.

- **Albany Senior Center Community Shuttle Bus (City of Albany):** This shuttle bus enriches the lives of seniors and those with disabilities by expanding transportation services; the popular program provides a door-to-door shopping program, transportation for a walking group that goes on scenic walks in the Bay Area, and takes seniors on recreational day trips that provide lifelong learning and socialization.
    - The Project Sponsor consistently meets or exceeds project performance measures.
    - To date, the Project Sponsor has provided 2,650 shopping trips; 2,346 recreational day trips; 486 community-based organization field trips; and 2,268 walking club trips.

- **94608 Area Demand Response Shuttle Service for Seniors and/or People with Disabilities (City of Emeryville):** The shuttle service program provides free ridership anywhere within the 94608 zip code to seniors and those with disabilities.
    - The *8-To-Go* service was featured in the City News/Activity Guide, which is delivered to every address in Emeryville and available for pick-up in many commercial areas.

- **VIP Rides Program (City of Fremont):** The City of Fremont links seniors and those with disabilities with volunteers who accompany them on paratransit rides through the VIP Rides Program, which provides assistance where needed, provides cost-effective, streamlined service delivery, and alleviates demand on existing paratransit services.
    - According to the most recent progess report, approximately 74 percent of the escort trips are for medical appointments.

- **GRIP – Grocery Return Improvement Project (City of Oakland**): GRIP offers on-demand return trips for individuals for grocery needs, provides on-demand or scheduled service for areas not served by East Bay Paratransit, and transports people awaiting Americans with Disabilities Act (ADA) certification.
    - All three components of the grant are active: 21-day Referral, Grocery Return, and Out of ADA programs.

Paratransit Gap Grant Program

- **Taxi – Up & Go Project! (City of Oakland – Department of Human Resources):** A partnership between the City of Oakland Paratransit for the Elderly and Disabled Program (OPED) and the Senior Companion Program (SPC), Taxi – Up & Go enhances and expands the taxi scrip program, providing transportation access escorts and case management support for frail, mono-lingual, and socially isolated residents in the City of Oakland.
    - Alameda CTC has extended the Taxi – Up & Go grant an additional year due to its tremendous success.
    - The Project Sponsor distributed annual satisfaction surveys during May and June 2011.

- **Downtown Route (DTR) (City of Pleasanton)** DTR provides shared-ride paratransit services to Pleasanton and Sunol residents, connecting senior housing complexes with the Main Street business district via a shuttle bus on a circular route through downtown Pleasanton.
    - The Project Sponsor added five new additional locations to the DTR, and added twice weekly stops to three existing locations.
    - An additional five "flex stops" offer direct transfer opportunities to the Wheels Fixed Route Buses.

- **Paratransit Vehicle Donation Program and Dial-A-Ride Scholarship Project (LAVTA):** The keystone of this project is offering surplus paratransit vehicles retired from the Wheels Dial-a-Ride fleet to community-based organizations, in addition to offering Dial-a-Ride scholarships.
    - The success of this program garnered an Alameda CTC-approved extension of one year to maintain its current level of service.

- ***Learn BART!* A Picture Guide to Riding BART (BART):** Funded by Measure B, the *LearnBART!* Booklet targets visually impaired people and those with limited English skills; it illustrates how a rider gets on the correct train, buys a ticket, finds the correct platform, and if parking a vehicle at the station, chooses a parking space.
    - The Project Sponsor reports that concept development is complete.
    - Illustrations for all pages are complete.

- **Volunteers Assisting Same Day Transportation and Escorts (Senior Support Program of the Tri Valley):** The Volunteers Assisting Same Day Transportation program provides same-day, door-to-door transportation service in the Greater Bay Area for seniors, in addition to volunteer escorts for those who cannot use public transportation independently.
    - Over 230 Tri-Valley seniors are signed up for the Volunteers Assisting Same Day Transportation and program.

Cycle 3 Paratransit Gap Grant Projects

- **Dimond-Fruitvale Senior Shuttle and East Oakland Senior Shuttle Expansion (Bay Area Community Services (BACS)):** This BACS project fills a service gap in the City of Oakland's shuttle network by expanding services of the existing Dimond-Fruitvale Senior Shuttle and East Oakland Senior Shuttle programs.
    - The Project Sponsor has surpassed project performance measures.
    - Beginning in July 2011, BACS added an extra day of service to East Oakland residents, serving an additional five senior residences.
- **South County Taxi Pilot Program (Alameda CTC and City of Fremont):** The South County Taxi Pilot Program continues to provide safety-net, same-day taxi service to city-based program registrants in the cities of Fremont, Union City, and Newark.
    - Tri-City paratransit staff, Alameda CTC staff, the contractor, and the Paratransit Coordination staff hold regular meetings to review complaints and operational procedures, and to ensure all parties involved understand project expectations.
- **Tri-City Travel Training Pilot Program (City of Fremont):** Tri-City Travel Training teaches seniors and people with disabilities in Fremont, Newark, and Union City how to use public transportation, including AC Transit buses and BART trains.
    - The Project Sponsor is implementing travel training workshops at various locations throughout the community.
    - Follow-up surveys are sent to workshop participants to enable continuous program improvement.
    - During the last reporting period, the Project Sponsor provided two 2-day travel training workshops and five Transit Adventure Program trips through this group follow-up program that teaches older adults and people with disabilities how to use public transit to get to various community destinations.

Attachment E: Transit Oriented Development Grant Program Status Update on Active Projects

The active projects in this program appear below, in alphabetical order, according to the most recent grant cycle. The Project Sponsor for each project is in parentheses.

Cycle 2 Transit Oriented Development Grant Projects

- **Bay Street Streetscape Project (City of Fremont):** This City of Fremont streetscape project enhances Bay Street in Fremont with pedestrian and bicycle access to high-volume transit hubs.
    - The Project Sponsor reports that contract work items are complete.

- **West Oakland Seventh Street Transit Village Streetscape (City of Oakland):** This transit village streetscape project improves bicycle and pedestrian access to the West Oakland BART Station.
    - Phase III, northside construction, is underway.
    - Phases I and II, which include construction on the south side and median, are complete.

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Memorandum

DATE: November 21, 2011

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Adoption of a Resolution Authorizing a Contract with CalPERS, a Resolution Authorizing Employer Paid Member Contributions, and a Resolution Electing to be Subject to Public Employee's Medical and Hospital Care Act and Fixing the Employers Contribution at an Amount Equal to or Greater than that Prescribed by Government Code Section 22892(b)**

Recommendation:
It is recommended that the Commission approve:

- The adoption of a final resolution authorizing the attached contract with CalPERS for which the draft contract and intention to enter into a contract with CalPERS was approved by the Commission at the October 27 Commission meeting; and
- The adoption of a resolution authorizing Employer Paid Member Contributions (EPMC); and
- The adoption of a resolution electing to be subject to Public Employee's Medical and Hospital Care Act (PEMHCA) and fixing the employers contribution at an amount equal to or greater than that prescribed by Government Code Section 22892(b).

Summary:
As a follow up to the Commission's approval on October 27th of the intention to enter into a contract with CalPERS, staff held the required elections which allowed employees to vote, by secret ballot, their approval or disapproval of the retirement proposal. Employees also made an individual election as to whether or not to participate in the Fourth Level 1959 Survivor Benefit.

The required documentation including the resolution of intention, election certifications, ballots and a summary listing of employees for 1959 Survivor Benefits were returned to CalPERS. Hence, CalPERS has supplied the Alameda CTC with the attached final contract and required resolution.

In October 2010, the Commission approved a comprehensive benefit program for transitioning and new employees of the Alameda County Transportation Commission (Alameda CTC). For CalPERS retirement benefits, the Commission approved a decrease of 2 percent (from 7 percent to 5 percent) in the amount of EPMC. The content of the contract to which the Alameda CTC will enter into with CalPERS will be based on the benefit level of 2.5 percent @ 55 formula, limiting prior service to members employed on contract date, one year final compensation calculation and the fourth level of 1959 survivor benefits.

The annual cost for the first year of the new pension contract is expected to be $569,980 which is a savings of $58,323 from the annual cost of the current plans mostly due to the reduction in the EPMC from 7.0 percent to 5.0 percent.

The Health benefit recommendation approved in October, 2010 consisted of three components including CalPERS PEMHCA health coverage, a cafeteria plan for active employees and a Health Reimbursement Arrangement (HRA) for retirees. This plan requires the Alameda CTC to contribute the minimum required amount to CalPERS on a monthly basis per Government Code 22892, which has been set at $112 per month beginning January 2012, and reimburse employees and retirees for an additional amount up to an annual limit set by the Commission to help cover the balance of the cost of health insurance.

Discussion:
The Alameda CTC is required to adopt a resolution which allows the employer to pay a portion of CalPERS pension member contributions and specifies the intended rate to be paid by the employer. The attached resolution indicates the rate approved by the Commission in October, 2010 of 5.0 percent.

Based on the attached documentation, staff expects the new contract with CalPERS to be effective as of January 1, 2012.

The Alameda CTC expects to contract with CalPERS for PEMHCA medical coverage effective February 1, 2012 which requires the attached resolution to be subject to PEMHCA and fixing the employers contribution at an amount equal to or greater than that prescribed by Government Code Section 22892(b).

Fiscal Impacts:
The new combined employer contribution rate for FY2011-12 of 14.002 percent results in a $28,253, or 4.5 percent, savings of annual pension costs for FY2011-12 on a consolidated basis, based on a contract effective date of January 1, 2012.

Attachments
Attachment A: Resolution Authorizing the Alameda CTC to Enter into a Contract with CalPERS
Attachment B: California Public Employees' Retirement System Contract
Attachment C: Resolution Authorizing Employer Paid Member Contributions
Attachment D: Resolution Electing to be Subject to Public Employee's Medical and Hospital Care Act and Fixing the Employers Contribution at an Amount Equal to or Greater than that Prescribed by Government C

ALAMEDA COUNTY TRANSPORTATION COMMISSION

RESOLUTION AUTHORIZING A CONTRACT

No. _____

WHEREAS, the Public Employees' Retirement Law provides for the participation of a Public Agency in the California Public Employees' Retirement System, making its employees members of said System; and

WHEREAS, the Board of Directors of the Alameda County Transportation Commission on OCTOBER 27, 2011, adopted a Resolution giving notice of intention to approve a contract providing for such participation; and

WHEREAS, the employees of said public agency, whose memberships in said Retirement System are contemplated, have approved said participation, by majority vote;

NOW, THEREFORE, BE IT RESOLVED, that a contract between the Board of Directors of the Alameda County Transportation Commission and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said contract being attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said contract for and on behalf of said public agency.

Adopted this _____ day of _____, _____.

_____
Presiding Officer

Attest:

_____
Clerk or Secretary

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CalPERS

California
Public Employees' Retirement System

CONTRACT

Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
Alameda County Transportation Commission

In consideration of the covenants and agreement hereafter contained and on the part of both parties to be kept and performed, the governing body of above public agency, hereafter referred to as "Public Agency", and the Board of Administration, Public Employees' Retirement System, hereafter referred to as "Board", hereby agree as follows:

1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for local miscellaneous members.

2. Public Agency shall participate in the Public Employees' Retirement System from and after JANUARY 1, 2012 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorneys fees that may arise as a result of any of the following:

   (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.

   (b) Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than existing retirement benefits, provisions or formulas.

   (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.

   (d) Public Agency's election to file for bankruptcy under Chapter 9 (commencing with section 901) of Title 11 of the United States Bankruptcy Code and/or Public Agency's election to reject this Contract with the CalPERS Board of Administration pursuant to section 365, of Title 11, of the United States Bankruptcy Code or any similar provision of law.

   (e) Public Agency's election to assign this Contract without the prior written consent of the CalPERS' Board of Administration.

   (f) The termination of this Contract either voluntarily by request of Public Agency or involuntarily pursuant to the Public Employees' Retirement Law.

(g) Changes sponsored by Public Agency in existing retirement benefits, provisions or formulas made as a result of amendments, additions or deletions to California statute or to the California Constitution.

4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:

   a. Employees other than local safety members (herein referred to as local miscellaneous members).

5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

   In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

   a. SAFETY EMPLOYEES.

6. This contract shall be a continuation of the contract of the Alameda County Transportation Improvement Authority, ER #1906, and the Alameda County Congestion Management Agency, ER #1624, hereinafter referred to as "Former Agencies". The accumulated contributions, assets and liability for prior and current service under the Former Agency's contract shall be merged pursuant to Section 20508 of the Government Code. Such merger occurred July 22, 2010.

7. The percentage of final compensation to be provided for each year of credited prior and current service as a local miscellaneous member shall be determined in accordance with Section 21354.4 of said Retirement Law (2.5% at age 55 Full).

8. Public Agency elects to be subject to the following optional provisions:

   a. Section 20938 (Limit Prior Service to Members Employed on Contract Date).

   b. Section 20042 (One-Year Final Compensation).

   c. Section 21574 (Fourth Level of 1959 Survivor Benefits).

9. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.

10. Public Agency shall also contribute to said Retirement System as follows:

    a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.

    b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.

    c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.

11. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

12. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY_____
KAREN DE FRANK, CHIEF
CUSTOMER ACCOUNT SERVICES DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
ALAMEDA COUNTY
TRANSPORTATION COMMISSION

BY_____
PRESIDING OFFICER

_____
Witness Date

Attest:

_____
Clerk

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ALAMEDA County Transportation Commission
1333 Broadway, Suites 220 & 300 ▪ Oakland, CA 94612 ▪ PH: (510) 208-7400
www.AlamedaCTC.org

Commission Chair
Mark Green, Mayor - Union City

Commission Vice Chair
Scott Haggerty, Supervisor - District 1

AC Transit
Greg Harper, Director

Alameda County
Supervisors
Nadia Lockyer - District 2
Wilma Chan - District 3
Nate Miley - District 4
Keith Carson - District 5

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Thomas Blalock, Director

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City of San Leandro
Joyce R. Starosciak, Councilmember

Executive Director
Arthur L. Dao

ALAMEDA COUNTY TRANSPORTATION COMMISSION

RESOLUTION 11-015

To Authorize Employer Paid Member Contributions

Whereas, the governing body of the Alameda County Transportation Commission has the authority to implement Government Code Section 20691; and

Whereas, the Alameda County Transportation Commission has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer; and

Whereas, one of the steps in the procedures to implement Section 20691 is the adoption by the Alameda County Transportation Commission of a resolution to commence said Employer Paid Member Contributions (EPMC); and

Whereas, the Alameda County Transportation Commission has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the Alameda County Transportation Commission.
- This benefit shall consist of paying five (5) percent of the normal member contributions as EPMC.
- The effective date of this resolution shall be January 1, 2012.

Resolved, that the Alameda County Transportation Commission elects to pay EPMC, as set forth above.

Duly passed and adopted by the Alameda County Transportation Commission at the regular meeting of the Board held on Thursday, October 27, 2011 in Oakland, California by the following votes:

AYES: NOES: ABSTAIN: ABSENT:

SIGNED:

_____
Mark Green, Chairperson

ATTEST:

_____
Vanessa Lee, Commission Secretary

ALAMEDA County Transportation Commission
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Joyce R. Starosciak, Councilmember

Executive Director
Arthur L. Dao

ALAMEDA COUNTY TRANSPORTATION COMMISSION

RESOLUTION 11-016

RESOLUTION ELECTING TO BE SUBJECT TO PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AND FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR GREATER THAN THAT PRESCRIBED BY GOVERNMENT CODE SECTION 22892(b)

Whereas, Government Code Section 22922(a) provides the benefits of the Public Employees' Medical and Hospital Care Act to employees and annuitants of local agencies contracting with the Public Employees' Retirement System on proper application by a local agency; and

Whereas, Section 22892(a) of the Act provides that a local contracting agency shall fix the amount of the employer's contribution; and

Whereas, the Alameda County Transportation Commission hereinafter referred to as Public Agency, is a local agency contracting with the Public Employees' Retirement System; and

Whereas, the Public Agency desires to obtain for its employees and annuitants the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

Resolved, that the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

Resolved, that the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of Government Code 22892 dollars per month plus administrative fees and Contingency Reserve Fund assessments; and be it further

Resolved, that the Alameda County Transportation Commission has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

Resolved, that the executive body appoint and direct, and it does hereby appoint and direct, the Director of Finance to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

Resolved, that coverage under the Act be effective on February 1, 2011.

Duly passed and adopted by the Alameda County Transportation Commission at the regular meeting of the Board held on Thursday, December 1, 2011 in Oakland, California by the following votes:

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

SIGNED:

_____
Mark Green, Chairperson

ATTEST:

_____
Vanessa Lee, Commission Secretary

Memorandum

DATE: November 18, 2011

TO: Alameda County Transportation Commission

FROM: Arthur L. Dao, Executive Director
Patricia Reavey, Director of Finance

SUBJECT: **Adoption of a Resolution Authorizing the Employer "Pick-up" of Employee Contributions for Alameda County Transportation Improvement Authority**

Recommendation:
It is recommended that the Commission approve the adoption of a resolution authorizing the employer "pick-up" of employee contributions for the Alameda County Transportation Improvement Authority (ACTIA) which allows these funds to be treated as employer contributions for tax purposes per Internal Revenue Code (IRC) Section 414(h)(2).

Summary:
After a recent audit by CalPERS, ACTIA learned that they did not have the proper paperwork on file with CalPERS to allow employee contributions to the pension plan to be treated as employer contributions for tax purposes per IRC Section 414(h)(2). The paperwork was on file for the original Alameda County Transportation Authority (ACTA), but not for ACTIA. Although there is only a short period of time left before staff expects all Alameda CTC staff to be reporting to CalPERS as one agency, this issue needs to be resolved quickly since it has been holding up current contributions for ACTIA employees since the beginning of November.

Discussion:
The Internal Revenue Code Section 414(h)(2) allows public agencies to designate required employee contributions as being "picked-up" by the employer and treated as employer contributions for tax purposes. In essence, tax on the contribution will be deferred until the employee receives retirement benefits from the plan. The Internal Revenue Service Revenue Ruling 2006-43 requires the employer to specify in writing that the contributions, although designated as employee contributions, are being paid by the employer. The resolution to this effect contains approved language from the Internal Revenue Service and cannot be changed.

Fiscal Impacts:
There is no fiscal impact to the adoption of this resolution.

Attachments
Attachment A: Resolution Authorizing the Employer "Pick-up" of Employee Contributions for ACTIA

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Executive Director
Arthur L. Dao

ALAMEDA COUNTY TRANSPORTATION COMMISSION

RESOLUTION 11-015

To Tax Defer Member Paid Contributions – IRC 414(h)(2) Employer Pick-up for the Alameda County Transportation Improvement Authority

Whereas, the governing body of the Alameda County Transportation Commission has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC) for the Alameda County Transportation Improvement Authority; and

Whereas, the Alameda County Transportation Commission has determined that although the implementation of the provision of section 414(h)(2) IRC is not required by law, the tax benefit offered by section 414(h)(2) IRC should be provided to All Employees (All Employees, or All Employees In A Recognized Group or Class of Employment) who are members of the California Public Employees' Retirement System.

Now, Therefore, Be It Resolved:

1. That the Alameda County Transportation Commission will implement the provisions of section 414(h)(2) Internal Revenue Code for the Alameda County Transportation Improvement Authority by making employee contributions pursuant to California Government Code Section 20691 to the California Public Employees' Retirement System on behalf of all its employees or all its employees in a recognized group or class who are members of the California Public Employees Retirement System. "Employee contributions" shall mean those contributions to the Public Employees' Retirement System which are deducted from the salary of employees and are credited to individual employee's accounts pursuant to California Government Code Section 20691.

2. That the contributions made by the Alameda County Transportation Improvement Authority to the California Public Employees' Retirement System, although designated as employee contributions, are being paid by the Alameda County Transportation Improvement Authority in lieu of contributions by the employees who are members of the California Public Employees' Retirement System.

3. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the Alameda County Transportation Improvement Authority to the California Public Employees' Retirement System.

4. That the Alameda County Transportation Improvement Authority shall pay to the California Public Employees' Retirement System the contributions designated as employee contributions from the same source of funds as used in paying salary.

5. That the amount of the contributions designated as employee contributions and

paid by the Alameda County Transportation Improvement Authority to the California Public Employees' Retirement System on behalf of an employee shall be the entire contribution required of the employee by the California Public Employee' Retirement Law (California Government Code Sections 20000, et seq.).

6. That the contributions designated as employee contributions made by the Alameda County Transportation Improvement Authority to the California Public Employees' Retirement System shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by the California Public Employees' Retirement System.

Duly passed and adopted by the Alameda County Transportation Commission at the regular meeting of the Board held on Thursday, December 1, 2011 in Oakland, California by the following votes:

AYES: NOES: ABSTAIN: ABSENT:

SIGNED:

_____
Mark Green, Chairperson

ATTEST:

_____
Vanessa Lee, Commission Secretary