



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

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Executive Director

Arthur L. Dao

Alameda County Technical Advisory Committee

Thursday, March 10, 2016, 1:30 p.m.

1111 Broadway, Suite 800
Oakland, CA 94607

Mission Statement

The mission of the Alameda County Transportation Commission (Alameda CTC) is to plan, fund, and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

Public Comments

Public comments are limited to 3 minutes. Items not on the agenda are covered during the Public Comment section of the meeting, and items specific to an agenda item are covered during that agenda item discussion. If you wish to make a comment, fill out a speaker card, hand it to the clerk of the Commission, and wait until the chair calls your name. When you are summoned, come to the microphone and give your name and comment.

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Glossary of Acronyms

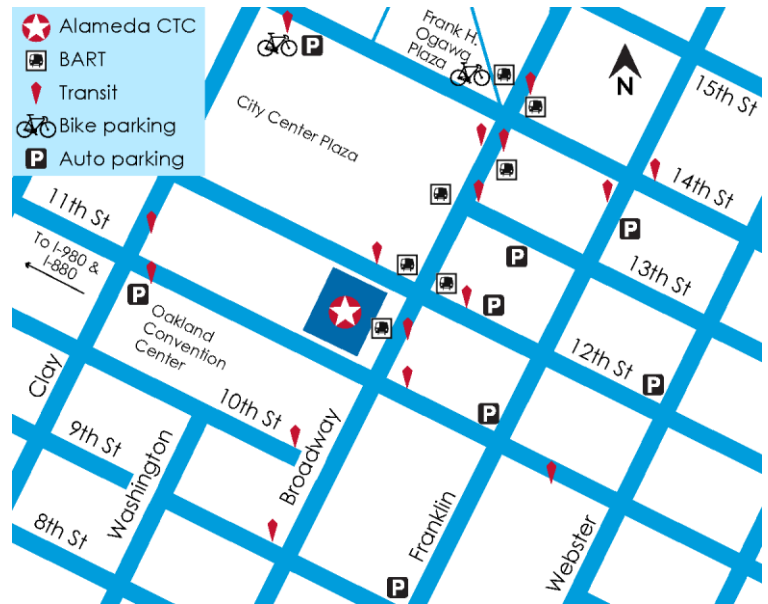
A glossary that includes frequently used acronyms is available on the Alameda CTC website at www.AlamedaCTC.org/app_pages/view/8081.

Location Map

Alameda CTC

1111 Broadway, Suite 800
Oakland, CA 94607

Alameda CTC is accessible by multiple transportation modes. The office is conveniently located near the 12th Street/City Center BART station and many AC Transit bus lines. Bicycle parking is available on the street and in the BART station as well as in electronic lockers at 14th Street and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org).



Garage parking is located beneath City Center, accessible via entrances on 14th Street between 1300 Clay Street and 505 14th Street buildings, or via 11th Street just past Clay Street. To plan your trip to Alameda CTC visit www.511.org.

Accessibility

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Meeting Schedule

The Alameda CTC meeting calendar lists all public meetings and is available at www.AlamedaCTC.org/events/upcoming/now.

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Alameda County Technical Advisory Committee Meeting Agenda

Thursday, March 10, 2016, 1:30 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

1. Introductions/Roll Call

Chair: Arthur L. Dao, Alameda CTC Executive Director

Staff Liaison: James O'Brien

Public Meeting Coordinator: Angie Ayers

2. Public Comment

3. Administration

Page A/I

3.1. January 7, 2016 ACTAC Meeting Minutes

1 A

Recommendation: Approve the January 7, 2016 meeting minutes.

4. Policy and Transportation Planning

4.1. Affordable Student Transit Pass Program Site Selection and Model Program Evaluation Frameworks

7 A

Recommendation: Approve the Affordable Student Transit Pass Pilot Program site selection and model program evaluation frameworks.

5. Programs/Projects/Monitoring

5.1. Comprehensive Investment Plan 2016 Update – Draft Programming and Allocation List and Principles and Assumptions

37 A

Recommendation: Approve the Draft Programming and Allocation List and Principles and Assumptions for the CIP 2016 Update.

5.2. Measure BB Community Development Investments Program (MBB 045 / PN 1460.000): Program Development Overview

47 A

Recommendation: Approve the Measure BB Community Development Investments Program Guidelines.

5.3. Development of the 2017 Transportation Improvement Program (TIP)

65 I

5.4. 2016 State Transportation Improvement Program Update

77 I

5.5. Alameda County Federal Inactive Projects List: February 2016 Update

81 I

5.6. Presentation on MTC/ABAG Merger Study and Discussion

85 I

6. Member Reports

6.1. Metropolitan Transportation Commission Local Streets and Roads Working Group Update

87 I

6.2. Other Reports

I

7. Adjournment/Next Meeting

Thursday, April 7, 2016

All items on the agenda are subject to action and/or change by the committee.



Alameda County Technical Advisory Committee Fiscal Year 2014-2015

Member Agencies

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

Other Agencies

Chair, Alameda CTC
ABAG
ACE
BAAQMD
Caltrans
CHP
LAVTA
MTC
Port of Oakland
Union City Transit
WETA

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1. Introductions/Roll Call

Arthur L. Dao called the meeting to order. The meeting began with introductions, and the chair confirmed a quorum. Representatives from all cities and agencies were present, except from the following: *Chris Andrichak, Aleida Chavez, Miriam Chion, Kevin Connoly, Soren Fajeau, Anthony Fournier, Kevin Jackson, V. Patel, and Mike Tassano.*

Chris Andrichak arrived during agenda item 4.1.

2. Public Comment

Public comment was heard from Ken Bukowski.

3. Administration

3.1. Approval of January 7, 2016 Minutes

Farid Javandel moved to approve the January 7, 2016 meeting minutes. Donna Lee seconded the motion. The motion passed with the following votes:

Yes: Bell, Carnarius, Cooke, Dao, Davis, Evans, Horvath, Izon, Jackson, Javandel, Khan, Larsen, Lee, Parikh, Ruark, Ruark, Schermer, Wegener, Williams

No: None

Abstain: Khan

Absent: Andrichak, Chavez, Chion, Connoly, Fajeau, Fournier, Jackson, Patel, Tassano

4. Policy and Transportation Planning

4.1. Final Countywide Goods Movement Plan

Tess Lengyel introduced the topic, and Michael Fischer of Cambridge Systematics gave a presentation on the final Countywide Goods Movement Plan. He recapped the plan development process and reviewed the opportunity categories, which are the core of the plan. Tess recommended that ACTAC approve the final Goods Movement Plan.

Public comment: Jill Ratner, a member of the Rose Foundation and affiliated with Ditching Dirty Diesel Collaborative (DDDC), wanted to know the process to move forward with the plan. She informed the committee that DDDC prepared a report on the health impact assessment of the Alameda County Goods Movement Plan. She provided copies of the report.

Discussion took place on the projects in the three categories that have risen to the top in terms of their effectiveness. Staff clarified that the projects in the Alameda County Goods Movement Plan are also included in the regional and state plans.

Tom Ruark moved to approve the final Countywide Goods Movement Plan. Hans Larsen seconded the motion. The motion passed with the following votes:

Yes: Andrichak, Bell, Carnarius, Cooke, Dao, Davis, Evans, Horvath, Izon, Jackson, Javandel, Khan, Larsen, Lee, Parikh, Ruark, Ruark, Schermer, Wegener, Williams

No: None

Abstain: Khan

Absent: Chavez, Chion, Connolly, Fajeau, Fournier, Jackson, Patel, Tassano

5. Programs/Projects/Monitoring

5.1. Measure B, Measure BB, and Vehicle Registration Free Master Programs Funding Agreements and Performance Measures for Direct Local Distributions

John Nguyen recommended that ACTAC approve the Master Programs Funding Agreements (MPFA), the associated implementation guidelines and performance measures, and authorize the Executive Director or his designee to enter into the MPFA's with the twenty eligible Direct Local Distribution fund recipients. He stated that in order to receive DLD funds, all recipients are required to maintain a MPFA with the Alameda CTC. In order to provide consistent implementation across all DLD funds and to continue the uninterrupted distribution of Measure BB DLD funds to recipients, staff proposes a combined ten-year MPFA for Measure B/BB/VRF DLD funds. This MPFA identifies the Alameda CTC's and recipient's current roles and responsibilities, policies on expenditures, timely use of funds requirements, and performance measures that are necessary to evaluate the use of DLD investments throughout the county. Performance measures and reporting requirements included in the MPFA are designed to inform future investment decisions on DLD funds.

Discussion took place on performance measures and staff noted that it was very important to the voters that the 2014 TEP was performance based and the Alameda CTC will monitor the performance of the recipients' expenditures. The discussion also included the consequences if an agency does not meet the performance requirements.

Debbie Bell moved to approve the Executive Director to execute MPFAs with Measure B, Measure BB, and Vehicle Registration Fee DLD funds recipients. Farid Javandel seconded the motion. The motion passed with the following votes.

Yes: Andrichak, Bell, Carnarius, Cooke, Dao, Davis, Evans, Horvath, Izon, Jackson, Javandel, Khan, Larsen, Lee, Parikh, Ruark, Ruark, Schermer, Wegener, Williams

No: None

Abstain: Khan

Absent: Chavez, Chion, Connolly, Fajeau, Fournier, Jackson, Patel, Tassano

5.2. 2016 State Transportation Improvement Program Update

Vivek Bhat presented an update on the 2016 State Transportation Improvement (STP) program. He stated that at the January 2016 meeting, the CTC amended the 2016 STIP Fund Estimate with a lower Price-Based Excise Tax Rate resulting in a decreased statewide STIP capacity of approximately \$801 million over the Fund Estimate period. The Metropolitan Transportation Commission (MTC) Bay Region share of this reduction amounts to \$96 million. MTC is now requesting Bay Area Congestion Management Agencies (CMAs) to delete projects in their respective Regional Transportation

Improvement Programs (RTIP) to achieve this target. Vivek stated that Alameda CTC along with other bay area CMAs have expressed concern regarding deletion of important projects within their respective counties and have requested MTC to treat this as a regional issue.

The committee requested staff to draft a letter to support legislative efforts that will provide funding for transportation and address the gas tax crisis. Tess Lengyel said she will draft the letter and the agencies can customize the letter and send it to the Alameda County State Delegation.

The committee discussed several projects with Vivek and BART requested staff to retain the Daly City project on the 2016 STIP.

5.3. Alameda County Three Year Project Initiation Document Work Plan

Vivek Bhat requested ACTAC approve the Three-Year Project Initiation Document (PID) Work Plan for Alameda County (FY2016-17, 2017-18 and 2018-19). He let the committee know that a handout of the revised attachment was available and was also sent via email to ACTAC representatives on February 3, 2016.

Amber Evans moved to approve the Alameda County Three-Year Project Initiation Document Work Plan with the recommended changes. Obaid Khan seconded the motion. The motion passed with the following votes:

Yes: Andrichak, Bell, Carnarius, Cooke, Dao, Davis, Evans, Horvath, Izon, Jackson, Javandel, Khan, Larsen, Lee, Parikh, Ruark, Ruark, Schermer, Wegener, Williams
No: None
Abstain: Khan
Absent: Chavez, Chion, Connoly, Fajeau, Fournier, Jackson, Patel, Tassano

5.4. Transportation Fund for Clean Air (TFCA) FY 2016-17 Draft Fund Estimate

Jacki Taylor provided an update on the TFCA FY2016-17 draft fund estimate. She informed the committee that the TFCA Expenditure Plan Application identifies \$2.1 million of TFCA funding for projects and is due to the Air District by March 3, 2016. Jacki stated that the FY2016-17 TFCA program guidelines and Air District Policies will be included in the Alameda County Comprehensive Investment Plan. She also mentioned that the project selection process will be initiated in the May – June timeframe.

5.5. California Transportation Commission (CTC) January 2016 Meeting Summary

Vivek Bhat stated that the January 2016 CTC meeting was held in Sacramento, CA. He summarized six items of significance pertaining to projects/programs within Alameda County considered at the CTC meeting.

5.6. Alameda County Federal Inactive Projects List: January 2016 Update

Vivek Bhat provided an update on the January 2016 federal inactive projects list. He encouraged committee members to stay current with their invoicing activity. Vivek reminded committee members to check the status of their obligation requests for the FY15-16 federal funds with their respective Caltrans local assistance engineers.

6. Member Reports

6.1. Metropolitan Transportation Commission Local Streets and Roads Working Group Update

Vivek Bhat said that most of the items discussed at the MTC LSRWG agenda was covered during the ACTAC meeting. He provided an update on MTC's revised timelines of OBAG Cycle 2.

6.2. Other Reports

Saravana Suthanthira informed the committee that she will contact the jurisdictions and agencies to schedule individual meetings during February and March to discuss the proposed improvements for the Countywide Multimodal Arterial Plan.

Hans Larsen said that the City of Fremont submitted an application to the Department of Transportation for the Smart City Challenge funding opportunity.

7. Adjournment and Next Meeting

The meeting adjourned at 3:25 p.m. The next meeting is:

Date/Time: Thursday, March 10, 2016 at 1:30 p.m.

Location: Alameda CTC Offices, 1111 Broadway, Suite 800, Oakland, CA 94607

Attested by:



Angie Ayers,
Public Meeting Coordinator



ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
February 4, 2016
ROSTER OF MEETING ATTENDANCE

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3.	Amber Evans	Emeryville	510-626-2422	aevans@emeryville.org
4.	Bruce Williams	Oakland	510-238-7779	bwilliams@oakland.net
5.	Abhishek Parikh	Hayward	510-583-4791	abhishek.parikh@hayward-ca.gov
6.	Donna Lee	BART	(510) 464-6282	dlee@bart.gov
7.	Obaid Khan	Dublin	925-833-6630	obaid.khan@dublin-ca.gov
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9.	Hans Larsen	Fremont	510-494-4722	hlarsen@fremont.gov
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11.	ARTHUR L. DAO	"	.7402	adao@alamedactc.org
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18.	Christy Wegener	LAVTA	925-455-7560	cwegener@lavta.org
19.	Cindy Horvath	LAVTA	510-670-6711	cindy.horvath@lavta.org
20.	Dave Campbell	Bike East Bay	510 701 5971	dave@bikeeastbay.org

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44.			
45.			
46.			



Memorandum

4.1

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 7, 2016

SUBJECT: Affordable Student Transit Pass Program Site Selection and Model Program Evaluation Frameworks

RECOMMENDATION: Approve the Affordable Student Transit Pass Pilot Program site selection and model program evaluation frameworks.

Summary

The cost of transportation to school is often cited as a significant barrier to school attendance and participation in afterschool activities by middle and high school students. In recognition of this problem, the Measure BB 2014 Transportation Expenditure Plan approved by voters in November 2014 incorporated the implementation of a pilot program to test various ways of designing an affordable student transit pass that would meet a variety of program goals. Two key elements of this pilot program design are the methodologies used for selecting model program sites in each of four subareas in the county and evaluating the effectiveness of each of these model program sites. A framework for each of these elements is described as follows.

The site selection framework defines the approach for how to identify the middle schools and high schools that are strongest candidates for model program sites. The framework, which includes site criteria and the selection process, is an equitable model that takes into account geographic diversity, socioeconomic need, and public transit capabilities to guide the identification of the model program sites most likely to showcase the effectiveness of different concepts for implementing an Affordable Student Transit Pass program (Affordable STPP).

The model program evaluation framework provides an outline of the indicators that will be used to assess and compare the performance of the pilots to be implemented throughout the county.

Background

The Alameda County Transportation Commission (Alameda CTC) has undertaken the development, implementation, and evaluation of an Affordable STPP that it intends to pilot in middle schools and high schools in four communities in Alameda County beginning in the 2016-2017 school year. This pilot program provides a crucial opportunity to assess student transportation needs in Alameda County and develop an approach to

meet those needs through the implementation of a sustainable program to provide affordable student transit passes that can be used on the various transit providers that serve schools, afterschool activities, and job locations in Alameda County. This pilot program is identified in the 2014 Transportation Expenditure Plan (TEP) and is funded by Measure BB; the TEP specifies that the funds will be used to implement “successful models aimed at increasing the use of transit among junior high and high school students, including a transit pass program for students in Alameda County¹.”

The Affordable STPP aims to do the following:

- Reduce barriers to transportation access to and from schools
- Improve transportation options for Alameda County's middle and high school students
- Build support for transit in Alameda County
- Develop effective three-year pilot programs

To date, the Affordable STPP team has researched national best practices and the current conditions and needs of Alameda County middle and high school students, as well as the availability and service provided by existing transit services. This research informs the recommended framework. The Affordable STPP team will now gather the necessary information to begin the process of identifying potential model program sites and developing respective pass program parameters for each selected model program site based on the recommended framework.

Details of the Affordable STPP parameters will be specific to the model program sites to be identified and will be brought to the Commission for approval in May, prior to implementation. As previously directed by the Commission in October 2015, at least one of the model program sites will include a universally free pass.

Development and implementation of the pilot Affordable STPP programs will be designed to allow for measurable outcomes that facilitate assessment of progress in meeting the Affordable STPP goals. Prior to implementation, a number of pass program parameters will be determined for each selected model program site, such as which students will be eligible, when and where the pass can be used, the administrative processes, and the physical attributes of the pass itself.

Site Selection Framework

The framework for site selection addresses geographic and demographic diversity among the potential model program sites. As previously established by Alameda CTC, there will be one model program pilot in each of the county's planning subareas. However, to allow for adequate comparison, similar school sites will be identified across the planning areas to test for the effectiveness of different pass program characteristics:

¹ TEP, 2014

School Site Characteristics – Needs-Based Assessment	
School Type	<ul style="list-style-type: none"> ▪ Middle, high, mixed ▪ Charter/non-charter traditional
School Need	<ul style="list-style-type: none"> ▪ Poverty level as indicated through free and reduced-price meal eligibility
Transit Presence	<ul style="list-style-type: none"> ▪ Bus stop within 1/4 mile of the school ▪ Number of routes serving schools
Geographic Location	<ul style="list-style-type: none"> ▪ North, central, south, east subareas ▪ Paired schools (these could be schools within proximity of one another, middle schools that feed a particular high school, or a high school that draws from select middle schools)
Existing Programs	<ul style="list-style-type: none"> ▪ Presence of Safe Routes to Schools programs and other unique attributes of potential model program sites
Other Characteristics	<ul style="list-style-type: none"> ▪ Percent minority ▪ Ethnic diversity ▪ School interest ▪ School readiness ▪ Availability of crossing guards ▪ Potential student and community participation

A detailed description of the site selection methodology is included in Attachment A: Criteria and Process for Site Selection

Model Program Evaluation Framework

The framework for model program evaluation describes quantitative and qualitative performance measures that can be used to understand how well each of the model programs supports the goals of the Affordable STPP.

The evaluation framework consists of two components: 1) Attachment B is a matrix showing how each of the proposed indicators relates to the overall goals of the Affordable STPP; and 2) Attachment C presents a list of the performance indicators and metrics (measurable source of data) that intend to capture relevant changes in outcomes at each model program site.

Once the site recommendations are approved and the pilot pass program parameters are determined, the Affordable STPP team will begin collecting relevant data at each model program site. This will include both pre-implementation data collection, as well as preparations for other types of data gathering during and after the pilot period. This information will be compiled in the annual evaluation reports for each of the model program sites, and will be used to adjust the programs as necessary for the following year. At the end of the three-year pilot period, these performance measures will be used to compare progress over time at each site as well as to compare program sites.

Stakeholder Workshop Overview

In January of 2015, Alameda CTC resumed meetings with stakeholders regarding the development of the Affordable STPP. These workshops occurred throughout the year and into 2016. Stakeholders invited to the workshops are from school districts, advocacy groups, the Alameda County Technical Advisory Committee and more. (Attachment D includes the invitee list.)

The proposed methodology was brought to the Affordable STPP Workshop on February 18, 2016. Participants provided comments on the proposed methodology, performance measures, and evaluation approach. Overall, participants were supportive of the approach. Some had questions and provided suggestions, which were addressed in the methodology and summarized below.

Summary of comments:

- Understanding where students live and how close their residences are to existing transit stops is important. It was acknowledged that this data is not readily available due to confidentiality requirements.
- Frequency of transit service should be considered in the selection process. Participants suggested other data that might be available from transit agencies. Staff from AC Transit clarified that ridership based on passes cannot be isolated at the school level, but could potentially be tracked at a given stop.
- Reach out to school districts to understand how student enrollment is distributed among the different schools.
- Ensure enough funding is available for administration at school sites.
- Request that funding in the TEP for crossing guards be used from the bicycle/pedestrian funding.
- Include the continuation schools as potential pilot sites, because they have a high incidence of truancy, and a transit pass could be a tool to reverse that. Based on this feedback, continuation schools that operate during traditional school hours will also be considered for potential pilot program implementation.
- Track the impact on existing yellow school bus ridership to determine the net effect of student transit ridership, affording an understanding of students potentially switching modes.
- Consider impacts on greenhouse gas emissions or vehicle-miles traveled. This will be considered in the evaluation as a secondary impact.
- There is concern about student perceptions of safety, particularly in East Oakland, and how safety might be considered in the evaluation.

- The Metropolitan Transportation Commission's equity measure looks to the reduction of household transportation expenses by 10 percent, which could be a useful measure for consistency.

Attendees at the February 18, 2016 workshop are listed in Attachment E.

Fiscal Impact:

There is no fiscal impact.

Attachments

- A. Criteria and Process for Site Selection – Preliminary Phase of Looking at Schools
- B. Alignment of Program Goals and Performance Measures
- C. Performance Measures and Metrics for Model Program Evaluation
- D. Affordable STPP Workshop Invitation List
- E. Sign in Sheet for the Affordable STPP Workshop on Thursday, February 18, 2016

Staff Contact

[Tess Lengyel](#), Deputy Director of Planning and Policy

[Laurel Poeton](#), Program Analyst

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Criteria and Process for Site Selection – Preliminary Phase of Looking at Schools

Site selection represents the first phase (Phase I) of the pilot program development process. The selection process includes definition of the site selection framework—described in this attachment—followed by an assessment of potential sites and subsequent recommendation of model program sites that will come before the Commission in May 2016.

Phase II of the development process is to design the program for the model sites, including program parameters, tailoring program characteristics to each model program site, and finalizing the implementation process.

Phase III represents the implementation of the pilot program at a minimum of four model program sites.

Methodology

The proposed approach deploys seven different steps using a mix of tools to assess characteristics of the student body, transit availability, and readiness of a school to administer the program. Starting with data collection and analysis, the steps are described as follows:

1. Identify paired schools within each subarea.

Approach

In this step, the Affordable STPP team will identify paired schools within each of Alameda County's four planning subareas. Paired schools are those in close proximity to one another that have access to the same transit system. They may have similar demographic characteristics and likely include middle schools that feed a common high school, or possibly a high school and the middle schools from which it draws students. Any of these combinations could represent a single model program site.

Rationale

A program site does not need to be a single school. By identifying two or more schools that can represent a model program site ("paired" or "linked" schools), Alameda CTC can:

- 1) Broaden the reach of the pilot to serve a greater number of students;
- 2) Build support for the program by serving more communities;
- 3) Allow for cohort analysis to assess how transit use with an affordable student transit pass might change over time (i.e., if middle and high schools are paired, the Affordable STPP team can track how pass use changes for students transitioning from middle school to high school);
- 4) Allow for evaluation of different outcomes in different schools within the same geographic area; and
- 5) Allow for evaluation of potentially different administrative approaches at schools participating in the "same" pilot program.

2. Tally enrollment to understand registration implications.

Approach

In this step, enrollment will be tallied by grade level to understand the implications in terms of the number of possible registrants for the program.

Rationale

Given funding constraints, it will be essential to understand cost implications and the number of students who can reasonably be accommodated as part of the pilot program.

3. Update demographic data.

Approach

In the third step, demographic data that was collected as part of the existing conditions analysis will be updated. Several schools are missing information about minority enrollment, and updated information is needed about ethnic diversity and the percentage of students who are eligible for free or reduced-price lunches; this information feeds directly in to critical selection criteria in the next step.

Rationale

It is important to ensure that data from multiple sources is correct, and currently there are some anomalies. Demographic data will be considered in the model program site selection process.

4. Conduct initial sort.

Approach

In the fourth step, the Affordable STPP team will conduct an initial sort of the schools, based on factors deemed to be most important in establishing a baseline of schools to pilot the Affordable STPP.

These factors include:

- 1) Whether there is an existing transit stop within 1/4 mile of the school;
- 2) Whether the school operates during the traditional school day time;
- 3) Whether logical pairs were identified in Step # 1;
- 4) Whether the schools are in a geographic location where they might be able to leverage additional grant funding; and for schools where a free pass might be introduced; and
- 5) Whether the school is considered a high-poverty school, meaning that 75 percent or more of the students are eligible for free and reduced price lunches (based on a Title I measure of poverty in schools).

Rationale

These criteria are suggested to begin to narrow the number of schools appropriate for implementation of a pilot program:

- 1) Proximity of transit to school is important. Virtually all Alameda County schools are within 1/2 mile of a transit stop. Most studies substantiate the assumption that 3/4 mile is the distance people are most likely to walk to/from transit.
- 2) A traditional school program includes any school operating during daytime "school day" hours, inclusive of charter schools and magnet schools. Evaluating the program in schools that serve the general population during a traditional school day will be essential to establish approaches appropriate for eventual countywide implementation and for pilot comparative evaluation.
- 3) Paired/linked schools are more desirable (as noted above) for broadening participation in the pilot program and gathering information for the evaluation effort.
- 4) Schools in some areas may be eligible for state and regional opportunities for leveraging grants (including Metropolitan Transportation Commission Climate Initiatives, state cap-and-trade funds, and funds identified for Communities of Concern). The possibility of schools qualifying for future funding under these programs will be taken into consideration during the evaluation.
- 5) Because the pilot program will offer free transit passes for at least one site, income is an appropriate tool to assess which schools are likely the best candidates for free passes.

5. Sort for deployment-readiness characteristics and factors.

Approach

The paired schools within each subarea will then be sorted to assess various characteristics for the model program sites, based on the program goals and objectives.

Key factors identified include:

- 1) More than one transit route serving the stops within 1/4 mile of the school (also sorting by the frequency of transit routes serving the school during peak school travel hours);
- 2) The school district has identified transportation as an important issue in the school's Local Control and Accountability Plan (LCAP) or that transportation has been indicated by the school in public information, outreach, or advocacy efforts as an important tool for meeting educational goals;
- 3) Student population characteristics including minority versus non-minority enrollment and ethnic diversity;
- 4) School participation in the Safe Routes to Schools program (although participation is not a prerequisite and schools that do not participate will also be considered); and
- 5) The school participates in or has participated in transit travel training programs.

Rationale

These characteristics and factors are useful for selecting schools for onsite assessments:

- 1) Transit stops within 1/4 mile of a school suggest a higher propensity for transit use; higher frequency of transit service at these stops illustrates more transit options for students. Understanding the implications of access to transit on use of an affordable student transit pass will be important for evaluating the pilot program;
- 2) Where transportation has been identified as an issue by the district/school in an LCAP or other document, the school or district has prioritized seeking solutions and has a stated commitment to work on transportation issues, which will be essential for a successful pilot;
- 3) Two student population characteristics are considered for program design purposes: minority enrollment and ethnic diversity within the enrolled student body. These factors ensure diverse participation in the pilot program and ensure that the pilot model program site selection is balanced. Ethnic diversity factors also allow for the evaluation to consider different implementation experiences and outcomes in more homogeneous versus more heterogeneous schools;
- 4) Safe Routes to Schools participation is not a determining factor of whether the program should be implemented at a particular site, but it is illustrative of a school's experience with other school transportation programs. It may serve as a possible indicator of readiness and commitment by school administrators, parents and students; and
- 5) Similar to Safe Routes to School participation, a school's ongoing or past transit travel training participation is illustrative of experience with other school transportation programs and serves as a possible indicator of readiness and commitment by school administrators, parents, and students.

6. Conduct school site screen for highest-ranked model program sites.

Approach

In step six, an onsite assessment will take place at the schools identified based on the sorting criteria used in the first five steps. The assessment will allow the program team to assess the top-ranked schools based on administrative readiness to implement the program, potential staffing and administrative support, active student groups and their interest, parent involvement, languages spoken, safety/pedestrian incidents (and the availability of crossing guards or need for crossing guards), student body educational opportunities, and other factors which will be refined and incorporated into an assessment form.

Rationale

These onsite assessments will offer a qualitative determination of whether the schools in the model program site area could provide successful pilot program locations and

what their specific needs might be in the development of site-specific program parameters. Successful implementation will require a school to be responsive, collect and share information, and work closely with the Affordable STPP team.

7. Recommend preferred model program sites.

Based on the previous steps, at least four model program sites (each program site may include paired school)—one in each planning subarea—will be recommended to the Commission in May.

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Alignment of Program Goals and Performance Measures

Proposed goals and objectives are listed in the table below. Proposed metrics that will be recommended to be used to assess progress in meeting each goal are included in Attachment C.

GOALS	Goal 1: Reduce barriers to transportation access to and from schools	Goal 2: Improve transportation options for Alameda County's middle and high school students	Goal 3: Build support for transit in Alameda County	Goal 4: Develop effective three-year pilot programs
INDICATORS				
Quantitative				
1. <i>Student perception of transit options and barriers</i>	X	X	X	
2. <i>Transportation costs to families (participant cost)</i>	X	X		X
3. <i>Participant or student attendance</i>	X			
4. <i>Pass availability and use</i>	X			
5. <i>After-school activity participation</i>		X		
6. <i>Student ridership (including non-pass holders)</i>		X	X	
7. <i>Inclusion of students, parents, community members, administrators</i>			X	X
8. <i>Diverse participant reach</i>				X

GOALS	Goal 1: Reduce barriers to transportation access to and from schools	Goal 2: Improve transportation options for Alameda County's middle and high school students	Goal 3: Build support for transit in Alameda County	Goal 4: Develop effective three-year pilot programs
INDICATORS				
9. Program cost per participant				X
10. Administrative costs as a proportion of total program costs				X
Qualitative				
11. Effectiveness of marketing and outreach	X		X	X
12. Linkages with existing fare payment option(s)		X	X	
13. Leverage with other school-based transportation programs	X	X		
14. Leverage with other funding and administration programs		X		
15. Transit operator response(s)	X	X	X	X
16. Ease of participation	X	X		X
17. Ease of administration (county-wide, site-level, operator-level)	X	X		X
18. Cost performance against expectations				X

Performance Measures and Metrics for Model Program Evaluation

Proposed performance measures and metrics for the evaluation are presented below. These indicators support the goals listed in Attachment B.

Indicators	Rationale	Metric	Data Source	Collection Time
Quantitative				
1. <i>Student perception of transit options and barriers</i>	To understand how students understand transportation options and perceive barriers to accessing those options	Number and extent to which students perceive pass options and barriers to accessing those options, including cost	Surveys or focus groups conducted by program team and school sites	Annual
2. <i>Transportation costs to families (participant cost)</i>	To determine the financial burden of transportation to/from school	Amount that families pay for school transportation and/or the pass	Determined as part of model program parameters; surveys	Before and after implementation
3. <i>Participant or student attendance²</i>	To discern a relationship between pass program design and attendance	Average daily attendance	Mandated school reporting	Annual

² Secondary metrics associated with this indicator, such as graduation rates and test scores, may be used to evaluate potential implications for school performance.

Indicators	Rationale	Metric	Data Source	Collection Time
4. <i>Pass availability and use</i>	To determine the level of penetration of the pilot program (i.e. how many students could use the pass vs. actually use the pass)	Number of eligible students; Number of passes distributed; Number of passes used (depending on choice of model program fare media)	School sites, transit operators, and Clipper if applicable	Before implementation and annually after implementation
5. <i>After-school activity participation</i>	To discern a relationship between pass program design and after-school activity participation	Attendance of students at key clubs, activities, and organizations associated with each model program site	School site and afterschool programs	Monthly
6. <i>Student ridership (including non-pass holders)³</i>	To determine the impact of the pass program on ridership (i.e. net and gross change in ridership)	Number of passes provided; Agency-level student ridership; Yellow bus ridership (if applicable)	Transit operators; Travel diaries and hand tally surveys from program team and school sites; baseline data collection	Annual
7. <i>Inclusion of students, parents, community members, administrators</i>	To determine if community members are integrated and informed	Attendance of these stakeholders at meetings; Amount of comments received	Sign-in sheets and feedback submissions	Throughout program implementation

³ Metrics associated with this indicator may be used to evaluate potential implications for greenhouse gas emissions and traffic congestion.

Indicators	Rationale	Metric	Data Source	Collection Time
8. <i>Diverse participant reach</i>	To determine that geographic diversity and equity are addressed	Demographic information of model program sites	Determined as part of model program parameters	Before implementation
9. <i>Program cost per participant</i>	To understand the overall cost-benefit ratio of the pass program	Overall program costs per participant, beyond what the pass price is (if applicable)	Model program parameters; Financial information provided by schools, county agencies, and transit operators	Annual
10. <i>Administrative costs as a proportion of total program costs</i>	To understand the overall cost-benefit ratio of the pass program	Costs borne by the transit operators, schools, etc. Including costs with an onsite administrator	Financial information provided by schools, county agencies, and transit operators	Annual
Qualitative				
11. <i>Effectiveness of marketing and outreach</i>	To ensure that community members are integrated and informed	Extent to which participants know about the program	Student and parent feedback	Annual
12. <i>Linkages with existing fare payment option(s)</i>	To discern if linkages with existing options affects pilot outcomes	Key features of fare payment options	Determined as part of model program parameters; Clipper if applicable	Before and after implementation
13. <i>Leverage with other school-based transportation programs</i>	To discern if coordination with existing programs affects pilot outcomes	Aspects that benefit related programs (SR2S, crossing guards, etc.)	Determined as part of model program parameters	Before and after implementation

Indicators	Rationale	Metric	Data Source	Collection Time
<i>14. Leverage with other funding and administration programs</i>	To understand potential for future funding opportunities	Key findings regarding funding eligibility and partnerships	Program team assessment of model program design	Before and after implementation
<i>15. Transit operator response(s)</i>	To understand how the pilot programs are perceived by transit operators	Perceived impacts of program to service delivery	Transit operator feedback	Throughout program implementation
<i>16. Ease of participation</i>	To discern how students perceive the model program and how to use it	Perceived ease of use of model program	Participant surveys	Annual
<i>17. Ease of administration (county-wide, site-level, operator-level)⁴</i>	To discern how program administration is perceived by different entities involved at different scales	Perceived ease of administration by school sites, transit operators, and county-wide coordination	Feedback from school sites, transit operators, other stakeholders	Throughout program implementation
<i>18. Cost performance against expectations</i>	To understand or anticipate any potential future costs and issues	Degree to which any cost overruns represent “one-time” versus recurring and/or unpredictable issues	Feedback from school sites, transit operators, other stakeholders	Before and after implementation

⁴ Metrics associated with this indicator may be used to evaluate potential implications for the level of decentralized oversight and potential for replication in other schools.

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Affordable Student Transit Pass Program

Workshop

4.1E

ROSTER OF ATTENDANCE

Wednesday, February 18, 2016, 3:30 to 5:00 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

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Memorandum

5.1

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 7, 2016

SUBJECT: Comprehensive Investment Plan 2016 Update – Draft Programming and Allocation List and Principles and Assumptions

RECOMMENDATION: Approve the Draft Programming and Allocation List and Principles and Assumptions for the CIP 2016 Update.

Summary

The Alameda CTC has programming and/or allocation authority for a number of fund sources, including the voter-approved measures which provide funding for transportation improvements to benefit the users of the transportation system in Alameda County. The Alameda CTC has consolidated the programming and allocation information for all of the funds sources which are programmed and/or allocated by the Alameda CTC into a single document, the Alameda CTC Comprehensive Investment Plan (CIP). The CIP provides an overview of the various programs and projects funded by the Alameda CTC system wide for a five-year programming horizon which is updated every two years to add two new years to the five-year window. The first CIP was approved by Alameda CTC in June 2015 for the period from FY 2015-16 through FY 2019-20. The FY 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) included the initial set of allocations for programs and projects included in the 2014 Transportation Expenditure Plan (2014 TEP) based on the revenue collection for the 2014 Measure BB which began on April 1, 2015.

The FY 15/16 CIP allocated \$47 million of 2014 Measure BB funds for phases of eight individual programs and projects, and scoping funds to develop implementation strategies for a number of other programs and projects included in the 2014 TEP. The allocations were approved for fiscal years 2015-16 and 2016-17, the first two years of the five-year programming window of the FY 15/16 CIP. The CIP will be updated annually to reflect current status of funding and program or project delivery for the current five-year programming window, and every two years to shift the five-year programming horizon and add two new years to the window.

The Comprehensive Investment Plan 2016 Update (CIP 2016 Update) includes adding \$217 million of 2014 Measure BB over the five-year programming window, including \$137 million recommended for allocation in fiscal years 2015-16 and 2016-17. The

programming of \$217 million consists of \$29.6 million added to seven programs or projects currently in the FY 15/16 CIP, and \$187.8 million for 21 programs or projects added to the CIP through the CIP 2016 Update.

The robust set of new programming and allocations for programs and projects in the CIP 2016 Update represents making good on the promise to put the 2014 Measure BB funding to work providing transportation benefits throughout the County for a variety of modes, and to provide an economic boost to the region. The recommended programming and allocations will fund a combination of program and projects nearing the final phase of implementation and the initial phases of programs and projects to establish a pipeline of programs and projects for future implementation. The pipeline established by the CIP 2016 Update will be the means by which the Alameda CTC will identify investments of transportation funding to provide benefits to the traveling public while infusing much needed funding into the sectors of the economy related to the transportation system.

The programs and projects included in the CIP 2016 Update were selected based on their readiness for implementation and their significance as determined, in part, by various local, countywide and regional planning efforts that have taken place since the passage of Measure BB. The Alameda CTC has prepared a Capital Project Delivery Plan (CPDP) for programs and projects to be implemented directly by the Alameda CTC. The CIP 2016 Update will incorporate the recommendations included in the CPDP as approved by the Alameda CTC.

The CIP 2016 Update is intended to satisfy the annual strategic plan requirements of the various voter-approved measures administered by the Alameda CTC by confirming the commitments of funding from the measures and updating the timing and amount of the commitments to reflect the current status of the programs and projects included in each of the measures. The revenue projections are updated to determine the current estimated total commitment for commitments based on a percentage of the revenue, and for the Direct Local Distribution commitments for the 2000 MB, 2010 VRF, and 2014 MBB programs.

The programming and allocation principles and assumptions recommended for the CIP 2016 Update, including the recommended list of programs and projects, is included in Attachment A. The policies, procedures, guidelines, and other requirements set forth in the FY 15/16 CIP shall remain in effect with the principles and assumptions for the CIP 2016 Update incorporated into the current policies, procedures and guidelines as approved by the Alameda CTC.

Discussion

The passage of Measure BB in November 2014 included the 2014 Transportation Expenditure Plan (TEP) laying out a framework of eligibility for Measure BB funding for programs and projects. The Alameda County Transportation Commission (Alameda CTC) is responsible for the administration and implementation of the 2014 Measure BB Capital Program. Since the passage of Measure BB, the Alameda CTC has been working with local agencies, coordinating countywide and regional planning efforts, establishing policies and procedures, and participating in activities at the regional, state and federal levels to identify potential fund sources to be leveraged by the Measure BB funding. The purpose is to develop a list of Measure BB investments for a robust countywide investment package to jump start the impact of Measure BB on the transportation system and economy of Alameda County.

Sales tax collection authorized by Measure BB began on April 1, 2015. The Direct Local Distribution (DLD) payments began when Alameda CTC received the first payment from the State Board of Equalization (BOE) in June, and have continued monthly since then. The Alameda CTC approved initial allocations for a small set of specific projects in the FY 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) in June 2015. The FY 15/16 CIP also included allocations for scoping activities open to all sponsors to develop project implementation strategies for candidate programs and projects.

The focus of the CIP 2016 Update has been to identify programs and projects ready for implementation in the near-term, including the initial phases of programs and projects that will feed into the pipeline of investments and position the Alameda CTC to leverage the Measure BB funding to the extent possible. Significant recent activity at the state and federal levels related to funding opportunities for large-scale infrastructure improvements have put a sense of urgency on positioning capital projects to compete successfully for the various funding opportunities. For example, the FHWA released a notice of funding opportunity at the end of February 2016 for an \$800 million grant program related to improving freight movement. The CIP 2016 Update includes project development funding for several freight-related projects that are expected to compete well for the state and federal opportunities, but only if they are brought to a state of readiness to secure the state and federal funding. The availability of local funding to advance project development in pursuit of significant funding from regional, state and federal sources is a benefit bestowed on Alameda County by the passage of Measure BB.

The CIP 2016 Update includes \$217.4 million of new Measure BB funding for phases of 28 programs and projects over the five-year programming window for projects in each

of the four planning areas of the County, for multiple modes, and for multiple program or project delivery phases.

Attachment A shows the details of the recommended programming and allocations included in the CIP 2016 Update.

Fiscal Impact: There is no significant fiscal impact expected to result from the recommended action. If approved, the recommended action will be incorporated into the CIP 2016 Update expected to be approved in May 2016 and included new programming and allocation of funds.

Attachments

- A. CIP 2016 Update – Programming and Allocation Principles and Assumptions

Staff Contact

[Vivek Bhat](#), Senior Transportation Engineer

[James O'Brien](#), Project Controls Team

Alameda County Transportation Commission
Comprehensive Investment Plan 2016 Update
Programming and Allocation Principles and Assumptions

The following principles and assumptions shall guide the update of the Alameda CTC Fiscal Year 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) and be incorporated into the applicable policies, procedures and guidelines set forth in the FY 15/16 CIP. The 2016 update is scheduled for approval at the May 2016 meeting of the Alameda County Transportation Commission (Alameda CTC).

- ***Purpose of Comprehensive Investment Plan 2016 Update***

The Comprehensive Investment Plan 2016 Update (CIP 2016 Update) has three primary purposes:

1. To add \$25.6 million of 2014 MBB funding for six currently programmed projects over the five-year programming window of the FY 15/16 CIP, including \$5.6 million recommended for allocation in FY 15/16 or FY 16/17;
2. To satisfy the annual strategic plan requirements set forth in Expenditure Plans for the 1986 Measure B (1986 MB), 2000 Measure B (2000 MB), 2010 Vehicle Registration Fee (2010 VRF), and the 2014 Measure BB (2014 MBB) programs; and
3. To add \$192 million of 2014 MBB funding for 22 programs and projects over the five-year programming window of the FY 15/16 CIP, including \$132 million recommended for allocation in FY 15/16 or FY 16/17.

- ***Relationship with Planning***

The list of programs and projects recommended in the CIP 2016 Update is based on local, countywide and regional planning efforts, and with specific voter-approved measures as applicable. The outreach performed for the basis of the programming and allocation recommendations in the CIP was specifically tailored to satisfy the requirements of each of the regional, state and federal level sources available for leveraging by Measure BB. The list of candidate projects considered in the CIP 2016 Update stems from the applications received in July 2015 for the Countywide Transportation Plan with additional program and project definition coming from countywide planning efforts related to eligible programs and projects, and from coordination with local project sponsors to incorporate local priorities.

The CIP 2016 Update will incorporate the recommendations included in the Capital Project Delivery Plan as approved by the Alameda CTC.

- ***Fund Sources and Revenue Estimates:***

The CIP 2016 Update will reflect the most recent fund estimates for the STIP, STP/CMAQ (OBAG 2) and TFCA; and the most current revenue forecast for the 2000 Measure B, 2014 Measure BB and VRF programs.

- ***Programming Requirements***

Programs and projects must satisfy certain programming requirements to be considered for programming or allocations through the CIP 2016 Update. Programs and projects must be included in the current Countywide Transportation Plan to be considered for programming or allocation in the CIP 2016 Update, and be included in the applicable voter-approved Expenditure Plan for programming or allocation of voter-approved funding.

Programs and projects must be defined to a sufficient level of detail to support a reasonable cost and funding breakdown by phase, as well as a reliable milestone schedule by phase. If funding cannot be identified for all phases of a program or project, cost estimates for all phases are still required for projects requesting programming or allocation for phases beyond environmental approval.

The following principles shall be the basis of cost sharing considered for programming and allocations approved by the Alameda CTC for the various programs and projects funded by Measure BB:

- 2014 Measure BB funds are intended to promote cost sharing arrangements with other fund sources and to share the financial risks associated with program or project implementation. The 2014 TEP includes requirements for cost effective and efficient implementation of the programs and projects funded by Measure BB. Request for Allocation packages shall include a summary of all program or project costs segregated by phase, including costs funded by all fund sources made available for the program or project, with a corresponding milestone schedule showing a minimum of begin and end for each phase to indicate the timing of the funding needs by phase.
- Program or project cost sharing shall be established in the funding agreements based on the information provided with the Request for Allocation package. The cost sharing proportions documented in the funding agreement for a given phase shall be used for risk sharing associated with the implementation of the phase.
- Program or project costs related to staff time for any local agency which receives 2014 Measure BB Direct Local Distribution (DLD) funding shall not be eligible for reimbursement from Measure BB funds allocated for phases of programs or projects. These costs can be included in the total cost and funding amounts for the purposes of cost and risk sharing at the total program or project level, but they shall not be included in the costs eligible for reimbursement by Measure BB at the reimbursement ratio stipulated in the funding agreement, unless specifically identified as eligible in the funding agreement.

- ***Allocations***

2014 Measure BB funds are typically allocated by phase based on a Request for Allocation package submitted by the project sponsor or implementing agency. The Request for Allocation package shall include an overall program or project implementation plan which identifies anticipated costs by phase and potential (if not already secured) funding sources for each phase throughout completion of the project.

If a program or project is recommended for funding, but funding has not been identified for all phases of delivery, the funding needed to secure the required environmental approvals is a priority for 2014 Measure BB funding. Funding allocations for phases beyond the environmental phase are considered at increased risk if funding has not been identified for all phases. The possibility that funding for future phases may not be identified and the program or project not fully implemented, represents various risks related to the intended benefits of expenditures not being fully realized by the traveling public. Although there is value to achieving the next delivery milestone in every phase, investments for capital costs must be made with confidence that the subsequent phases will be delivered and the intended benefits realized to the extent possible as soon as possible.

Requests for funding allocations for the design, right of way, and construction phases, for programs or projects without funding identified for all phases will not be considered for approval without an agreement on how to share program or project costs in the event that all future phases of project delivery are not completed. The agreed upon terms of such a cost sharing agreement, including methods of repayment in arrears, shall be included with the Request for Allocation package submitted to the Alameda CTC, and will be considered for approval on a case by case basis.

An individual program or project can receive funding allocated from multiple commitments in the 2014 Measure BB Transportation Expenditure Plan (2014 TEP), or from multiple voter-approved sources, if the program or project is expected to result in benefits that support the goals and objectives of the different commitments in the 2014 TEP, the other voter-approved sources, or other fund sources programmed for the program or project. Each amount from each of the commitments, or from each of the fund sources will be treated as an individual allocation from the applicable fund source to allow for proper fiscal management of each Program.

- ***Retroactive Allocations:***

Generally, funds are allocated for cost to be incurred after the allocation is approved. Requests for Allocation packages must identify the need for cost eligibility in advance of the requested date of allocation. Such allocations are considered retroactive. Approval of retroactive allocations shall be on a case-by-case basis, and based in large part on which fund sources were used to reimburse the costs originally, and to what purpose, if any, the freed up funding will be committed. There are also certain requirements related to the procurement process and methodology for contracts funded wholly, or in part, by 2014 Measure BB funds. Any costs intended for the retroactive allocation for contracts that do not comply with the goal setting

requirements set forth in the Alameda CTC Local Business Contract Equity Program must be identified in the Request for Allocation package and determined eligible for Measure BB funding. If a retroactive allocation of Measure BB funds is approved to cover contract costs in arrears, the reporting requirements set forth in the Local Business Contract Equity Program shall apply to the entire contract from inception to date.

- ***Strategic Plan Requirements:***

The CIP 2016 Update will satisfy the annual strategic plan requirement for the 1986 MB, 2000 MB, 2010 VRF, and 2014 MBB programs by confirming the commitments of funding from each of the programs, including updating revenue forecasts based on year to date actuals plus a forecast for the remainder of the current fiscal year to determine commitment amounts determined as a percentage of available revenues.

The programming and allocation recommendations for the CIP 2016 Update are summarized on Exhibit 1 attached to these principles and assumptions.

Exhibit 1

Alameda CTC FY 2015-16 CIP - 2016 Update Changes to Current Programming								Programming and Allocations (\$ x 000)							
								Phase	Programmed Amount	Allocations		FY2017-18	FY2018-19	FY2019-20	Later
										2-Year Allocation Plan					
CIP ID	PA	Fund Source	Fund Subset	Sponsor	Project Title	Mode		FY2015-16	FY2016-17						
00058	3-South	2014 MBB	017	BART	Irvington BART Station	TR	Sco	2,660	2,660				0		
00064	1-North	2014 MBB	024	Oakland	Oakland Broadway Corridor Transit	TR	Sco	500	500				0		
00067	2-Central	2014 MBB	026	San Leandro	San Leandro Streets Rehabilitation	LSR	Con Cap	27,000		6,000	7,000	7,000	7,000		
00073	4-East	2014 MBB	033	AlaCTC	I-580/I-680 Interchange Improvements (Study Only)	HWY	Sco	900	900				0		
00077	Multiple	2014 MBB	038	AlaCTC	I-880 Whipple Road/Industrial Parkway Southwest Interchange Improvements	HWY	Sco	825	825				0		
00078	Multiple	2014 MBB	039	AlaCTC	I-880 Industrial Parkway Interchange West Improvements	HWY	Sco	725	725				0		
00083	1-North	STIP	RIP	BART	Downtown Berkeley BART Plaza/Transit Area Imps.	TR	Con Cap	(3,726)	(3,726)				0		
00121	1-North	2014 MBB	026	Oakland	Oakland Army Base Roadway Infrastructure Improvements	FR	Con Cap	41,000		7,000	17,000	17,000	0		
00122	1-North	2014 MBB	026	Oakland	Oakland Army Base Infrastructure Improvements - Truck Parking	FR	Con Cap	5,000	5,000				0		
00123	4-East	2014 MBB	026	Dublin	Dougherty Rd Widening (from 4 to 6 Lns) (Dublin - CCC line)	LSR	Con Cap	11,200	11,200				0		
00124	4-East	2014 MBB	026	Dublin	Dublin Widening, WB from 2 to 3 Lns (Sierra Ct-Dougherty Rd)	LSR	Con Cap	3,000	3,000				0		
00125	1-North	2014 MBB	026	Oakland	14th Ave Streetscape (3 phases) from E. 8th to Highland Hospital	LSR	PSE	1,300	1,300				0		
00125	1-North	2014 MBB	026	Oakland	14th Ave Streetscape (3 phases) from E. 8th to Highland Hospital	LSR	Con Cap	5,300		5,300			0		
00126	2-Central	2014 MBB	026	Hayward	Mission Blvd. Phases 2 & 3 (Complete Streets)	LSR	Util Relocation	9,500	9,500				0		
00126	2-Central	2014 MBB	026	Hayward	Mission Blvd. Phases 2 & 3 (Complete Streets)	LSR	Con Cap	12,000		12,000			0		
00127	2-Central	2014 MBB	026	Ala. County	Hesperian Blvd Corridor Improvement (A St - I880)	LSR	Con Cap	7,000	7,000				0		
00128	1-North	2014 MBB	041	AlaCTC	Port - Intelligent Transportation System (ITS) and Technology Plan	FR	Env	4,000	4,000				0		
00129	1-North	2014 MBB	027	AlaCTC	Middle Harbor Road Improvements	FR	Env	4,000	4,000				0		
00130	1-North	2014 MBB	027	AlaCTC	7th Street Grade Separation, West and East	FR	Env	5,000	5,000				0		
00130	1-North	2014 MBB	027	AlaCTC	7th Street Grade Separation, West and East	FR	PSE	20,000	20,000				0		
00131	4-East	2014 MBB	026	AlaCTC	I-580 Freeway Corridor Management System (FCMS)	HWY	Sco	5,000	5,000				0		
00132	1-North	2014 MBB	026	AlaCTC	San Pablo Avenue (SR 123) Multi-Modal Corridor Project	LSR	Sco	4,000	4,000				0		

Alameda CTC FY 2015-16 CIP - 2016 Update Changes to Current Programming								Programming and Allocations (\$ x 000)							
								Phase	Programmed Amount	Allocations					Later
										2-Year Allocation Plan		FY2017-18	FY2018-19	FY2019-20	
CIP ID	PA	Fund Source	Fund Subset	Sponsor	Project Title	Mode	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20				Later
00133	1-North	2014 MBB	026	AlaCTC	Telegraph Avenue Multi-Modal Corridor Project	LSR	Sco	3,000	3,000				0		
00134	1-North	2014 MBB	026	AlaCTC	University Avenue Multi-Modal Corridor Project	LSR	Sco	2,000	2,000				0		
00135	1-North	2014 MBB	026	AlaCTC	Ashby (SR 13) Avenue Multi-Modal Corridor Project	LSR	Sco	1,000	1,000				0		
00136	1-North	2014 MBB	040	AlaCTC	I-880/23rd-29th Operations Improvements	HWY	Con Cap	5,000	5,000				0		
00137	1-North	2014 MBB	040	Oakland	I-880/42nd-High Street Access Improvements	HWY	Con Cap	10,000	10,000				0		
00138	2-Central	2014 MBB	040	AlaCTC	I-880/Winton Avenue Interchange	HWY	Sco	1,500	1,500				0		
00139	3-South	2014 MBB	040	AlaCTC	South County Access (SR 262/Mission Blvd Cross Connector)	HWY	Sco	1,500	1,500				0		
00140	3-South	2014 MBB	045	Fremont	Warm Springs BART Station - West Side Access	TR	Con Cap	24,500	24,500				0		
00141	1-North	2014 MBB	044	Emeryville	South Bayfront Bridge	BP	Con Cap	2,000		2,000			0		
00070	1-North	2014 MBB	030	AlaCTC	I-80 Ashby Interchange Improvements	HWY	Env	4,000	4,000				0		
Totals								220,684	44,150	89,234	32,300	24,000	24,000	7,000	
2-Year Allocation Plan (FY 2015-16 & FY 2016-17) Total								\$133,384							
5-Year Programming Window (Fy 2015-16 - FY 2019-20) Total													\$213,684		



Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 7, 2016

SUBJECT: Measure BB Community Development Investments Program (MBB 045 / PN 1460.000): Program Development Overview

RECOMMENDATION: Approve the Measure BB Community Development Investments Program Guidelines.

Summary

The 2014 Transportation Expenditure Plan (TEP) identifies four percent of net sales tax revenue to fund, on a discretionary basis, the Community Development Investments Program (CDIP). These funds will be programmed as part of the development of the Alameda CTC Comprehensive Investment Plan (CIP). The CDIP will support existing and new transportation infrastructure improvements that will enhance access and provide increased connectivity to and between job centers, schools, transportation facilities, community centers, and residential developments.

The initial Draft CDIP guidelines were presented in September 2015, and a total of 19 comments were received. The comments have been condensed and segregated into three categories: Category 1: Minor clarifications/revisions specific to the CDIP, Category 2: Fundamental changes to the CDIP, and Category 3: Clarifications/revisions on programming procedures relative to the CDIP and other Alameda CTC funded programs which will be addressed and incorporated into the CIP programming procedure. Category 1 and Category 2 comments are specific to the CDIP, and are addressed in the CDIP Program Guideline.

Background

The CDIP is a discretionary program in the 2014 TEP and has a program value of 4 percent of net MBB sales tax revenue. Funds will be programmed and allocated as part of the CIP process with programming revenues estimated over a five-year horizon and allocated in two-year cycles.

The MBB guidelines, the Commission approved CIP process, the Alameda CTC Countywide Transit Plan (CTP) and generally accepted programming methods were used in the development of the initial draft MBB CDIP guidelines which were presented to the Alameda CTC Technical Advisory Committee (ACTAC) and the Commission in September 2015. During the review period, a total of 19 comments were received. The comments

were condensed and segregated into three categories: Category 1: Minor clarifications/revisions specific to the CDIP, Category 2: Fundamental changes to the CDIP, and Category 3: Clarifications/revisions on programming procedures relative to the CDIP and other Alameda CTC funded programs. A summary of the comments and recommendations are provided in Attachment A (Summary of Comments Received on Initial Draft CDIP Guidelines).

A few comments were received suggesting alternatives to a 70 percent funding minimum for capital projects. The initial CDIP guidelines set a minimum of 70 percent of available funds to be specifically allocated to capital projects for infrastructure elements, resulting in a maximum of 30 percent available to fund shuttle programs. The current Measure BB revenue projections indicate that at the 30 percent funding level, all current shuttle applicants could be accommodated and capacity would still be available for new shuttle programs and/or expanded shuttle services. The capacity for new shuttles would dramatically increase after April 1, 2022, when the full one-cent collection under Measure BB begins. Therefore, staff recommends that a minimum of 70% of CDIP funds be made available for capital projects.

For eligible shuttle programs, staff received comments that the proposed grant award to any one shuttle program for operations in the amount of \$500,000 per year, with a five-year maximum of \$2 million is insufficient. The recommendation for the shuttle operations grant award limits considered information provided by shuttle operators collected in the Transit Plan study, shuttle applications from the CTP, and current shuttle funding from other programs. The information contained within the CTP applications were the primary driver for the establishment of the award limits. FY 16-17 needs for existing shuttles ranged from \$100,000-\$450,000.

The proposed \$2.0 M cap over a five-year period was intended to provide sufficient time to encourage and implement cost-effectiveness strategies including: negotiating longer-term lower annual cost contracts; arranging for a more permanent funding stream (such as budgeting of new Measure BB Direct Local Distribution funds); pursuing new funding opportunities. Awarding for operations over a five-year period would unnecessarily commit funding for programs that may have significant operational changes in the outer years. Awards for a two-year period would be consistent with the CIP allocation timing and allow an opportunity to use more current information to determine performance and funding needs prior to committing additional funds.

Therefore, it is recommended that CDIP Guideline includes no change to the annual limit of \$500,000; however, removal of the \$2.0 M five-year cap and establishment of a two-year award period consistent with the CIP allocation cycle.

The CDIP guidelines as proposed supports the Program's purpose and objectives. As the Program evolves and matures, the CIP annual update affords the opportunity to review the CDIP guidelines and make adjustments, as necessary, to ensure the Program's purpose and objectives remain intact.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Summary of Comments Received on Initial Draft CDIP Guidelines
- B. Revised Draft MBB CDIP Guidelines

Staff Contact

[Trinity Nguyen](#), Senior Transportation Engineer
[James O'Brien](#), Project Controls Team

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**Comments Received on Draft Community Development Investments Program Guidelines
October 22, 2015**

Category 1: Minor clarifications/revisions specific to the CDIP				
#	Commenter	Section	Comment	Response/Recommendation
1	ACTAC	Objectives	Recommend clarity that funding is for transportation projects.	Noted and incorporated.
10	ACTAC	Appendix B: Project /Program Eligibility Elements	Table A: Various requests to include additional project/program elements.	Table A provides only examples of eligible project/program types. Please note that project types not specifically identified are not necessarily excluded. Projects will be selected based upon the results of the selection criteria.
9	ACTAC	Appendix A: Selection Criteria (Shuttles)	Table A: Please clarify how multi-jurisdictional connectivity will be applied.	Multi-jurisdictional connectivity would include providing connections to BART or other transit points to a multi-jurisdictional route.

Category 2: Fundamental changes to the CDIP				
#	Commenter	Section	Comment	Response/Recommendation
3	ACTAC/PPC	Programming Methodology	<p>Award limitations for shuttle operations. Various comments including:</p> <ul style="list-style-type: none"> - Shuttle maximum award of \$500,000/year is not sufficient - 5-year cap of \$2.0 million is too low 	<p>The proposed \$2.0 M cap over a five-year period was intended to provide sufficient time to encourage and implement cost-effectiveness strategies including negotiating longer-term lower annual cost contracts, arranging for a more permanent funding stream (such as budgeting of new Measure BB Direct Local Distribution funds), and pursuing new funding opportunities. The range of funding needs identified in the CTP for current shuttle programs' operating needs is \$100,000-\$450,000 annually. Over the five-year period, program needs may change. A two-year award period would provide better gauge of revenues and needs. Recommendation: Keep \$500,000 per year annual maximum, award for a two-year period, and remove \$2.0 M five-year cap.</p>
4	ACTAC/PPC	Programming Methodology	<p>Various comments relative to a 70%/30% split including:</p> <ul style="list-style-type: none"> - Apply 60% for capital and 40% for programs - Apply 20% minimum for shuttles - 30% is not enough for shuttles 	<p>The fund estimate equivalent to 30% of the CDIP total revenue would fund all current shuttle operations within the award limits currently proposed and would have capacity to add additional shuttle programs.</p>

Category 3: Clarifications/revisions with impacts to multiple programs				
#	Commenter	Section	Comment	Response/Recommendation
2	ACTAC/PPC	Programming Methodology	Award limitations for capital projects. What is the maximum award or matching requirements for capital projects?	Capital projects, due to the significant variation in project costs, phases to be funded, and level of risk, awards will be assessed on a case-by-case basis. Capital project matching fund requirements and the associated scoring levels will be established when the project nomination period begins this Summer. Nominees will have an opportunity to see the scoring elements prior to submitting updated application information.
6	ACTAC	Programming Methodology	Please clarify what would qualify as matching funds and when matching funds would be required.	Matching funds are all funds for which the applicant is committing to make available to the project for the amount of project funding requested. These may include previously awarded funds from the Alameda CTC or funds for which the applicant and/or sponsor has sole discretion to commit to the project.
7	ACTAC	Programming Methodology	There is no reference to Geographic Distribution: The footnotes on page 6 of the TEP shows preliminary allocations of North County Funds (subject to change by Alameda CTC) equating to approximately 2/3 of the total CDIP funding capacity.	Geographic Equity Provisions are a requirement of the 2014 Transportation Expenditure Plan (TEP) and policy is being developed in the broader context of geographic equity through the Comprehensive Investment Plan (CIP).
8	ACTAC	Appendix A: Selection Criteria (Capital Projects)	Appendix A: Selection Criteria (Capital Projects) Would like to see higher % for benefits and reduced % for match requirements.	It is intended that the Selection Criteria Categories will be the same across all programs. The project nomination period begins this Summer. Nominees will have an opportunity to see the scoring elements applicable to capital projects prior to submitting updated application information.

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Measure BB Program Guidelines
Community Development Investments Program
Improving Transit Connections to Jobs and Schools

A. PURPOSE

The 2014 Transportation Expenditure Plan (TEP) establishes a total of 4 percent of net sales tax revenue, for the development and implementation of the Community Development Investments Program (CDIP). Community developments are strengthened when enhanced by transportation choices that provide expanded access to residential developments, jobs and schools. The CDIP will support existing and new transportation infrastructure improvements that will enhance access and provide increased connectivity to and between job centers, schools, transportation facilities, community centers, and residential developments. Investments include capital projects, programs, plans and studies which serve to achieve the objectives of the CDIP, including but not limited to improvements to BART station facilities, bus transfer hubs, bicycle/pedestrian infrastructure, local streets and roads, and transit that facilitate transit-oriented growth.

B. PROGRAM OBJECTIVES

The program objectives are to make the existing transit system more efficient and effective and increase ridership at transit facilities by:

- Improving access to transit facilities for bicycle and pedestrian traffic by addressing connectivity, safety and/or circulation needs.
- Connecting high density residential developments, job centers or schools to transit and encourage multi-modal access.
- Providing shuttles that can more effectively meet transportation needs in areas that cannot be served efficiently or are not served by fixed route transit.
- Promoting transportation that supports land use patterns that provide a mix of uses and greater density around transit or activity hubs.

C. PROGRAMMING METHODOLOGY

The CDIP funds will be distributed to specific investments on a discretionary basis as part of the development of the Alameda CTC Comprehensive

Investment Plan (CIP). Programming revenues are estimated over a five-year horizon and allocated in two-year cycles. To support the Program Objectives as outlined above, the following will apply:

1. Minimum Program Eligibility (MPE)
 - a. Projects must be sponsored by a public agency in Alameda County (cities, county and transit agencies).
 - b. Projects must be included in the Alameda CTC's Countywide Transportation Plan.
 - c. Shuttles must be available for use by all members of the public.
2. A minimum of 70 percent of available program funds will be specifically allotted to capital projects for infrastructure investments. The remaining 30 percent may be used in any category.
3. Award limitations will apply as follows:
 - a. Capital project award amounts will be limited by the programming fund estimate determined for a given award cycle and time period. Amounts will be programmed and allocated by phase, taking into consideration factors such as the remaining project phases, delivery risks to complete a phase and maximization of leveraging funding. Funding may be programmed to the following phases:
 - 1) Planning/Scoping/Conceptual Engineering
 - 2) Preliminary Engineering/Environmental Studies
 - 3) PS&E/Final Design
 - 4) Right-of-Way Acquisition and Engineering
 - 5) Utility Relocation
 - 6) Construction Capital and Support
 - b. Shuttles operations will be limited to a maximum award of \$500,000 per year, and will require a 50% match. Awards will be for a two-year period. Awards less than \$100,000 per year will be considered on a case-by-case basis. Funding may be programmed to the following phases:
 - 1) Feasibility
 - 2) Implementation/Operations
 - 3) Evaluation
 - 4) Monitoring

- c. Plans and Studies will be limited to a maximum award of \$100,000, and will require a 50% match. Requests for plans or studies that identify and prioritize specific improvements that support the Program Objectives will be considered on a case by case basis in consideration of countywide planning and study efforts lead by Alameda CTC and the extent to which the Program Objectives are met.
4. Projects and Programs that meet the MPE requirements and are recommended by Alameda CTC for non-Alameda CTC administered funds, such as One Bay Area Grant (OBAG), will receive first priority to secure these external funding commitments for Alameda County. The remaining eligible candidates will be further evaluated and prioritized for funding based upon the selection criteria for each project type as provided in Appendix A (Selection Criteria).
5. Award Stipulations
 - a. Within two months of funding approval, Project Sponsor must submit a resolution authorizing acceptance of the recommended funding award.
 - b. Enter into a Funding Agreement with Alameda CTC as detailed in Section D (Agreement and Performance Requirements).
 - c. Project Sponsor is required to provide the expertise and staff resources necessary to successfully deliver projects within the constraints of the funding source requirements.
 - d. Alameda CTC will not be responsible any cost overruns. Project Sponsor is responsible for cost increases or any additional funding needed to complete the project, including contingencies and matching funds.
 - e. Project Sponsor will adhere to the applicable policies of the Alameda CTC's adopted CIP. Attention is directed to the following policy subjects:
 - Deadline for Environmental Approval
 - Timely Use of Funds
 - Eligible Costs for Reimbursement
 - Local Contracting

D. AGREEMENT AND PERFORMANCE REQUIREMENTS

For each award granted, a Funding Agreement will be executed between Alameda CTC and the Project Sponsor. Payments to Project Sponsors will be made on a reimbursement basis and may be authorized only upon the execution of the Funding Agreement. The Funding Agreement will include, among other items:

- A Project Delivery Plan that includes a detailed project description, costs and funding by phase, and an implementation schedule with associated deliverables, or a Program Implementation Plan that includes a detailed program description, costs and funding by phase, and an implementation schedule
- Monitoring, reporting and audit requirements
- Requirement to adhere to all applicable regulations, including the American Disabilities Act
- Agreement to maintain the facility
- Agreement to acknowledge Measure BB funding on project signage

Capital projects will be delivered according to the approved delivery plan and programs will be implemented according to the program implementation plan as per the Funding Agreement. Unless otherwise provided for, any modification of the approved plan will require approval by Alameda CTC and the Funding Agreement amended accordingly. Project Sponsors will mitigate direct displacement of residential developments or jobs resulting from the project.

Funds for shuttles are provided for operations activities only and may not be used for maintenance or vehicle purchases. Shuttles will be required to meet baseline thresholds in any of the following categories:

- Ridership
- Operational performance
- Operations cost

Plans and Studies will be required to complete deliverable(s) as approved and within the established schedule.

Refer to Appendix B (Project/Program Eligibility Elements) for details of eligible and ineligible project/program elements.

**APPENDIX A
SELECTION CRITERIA
(Category weights and criteria scoring details to be provided
during Project Nomination Period)**

CAPITAL PROJECTS

Category	Criteria
<u>Benefits</u>	<p>Access Improvements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improves access to activity centers, central business districts, and employment centers <input type="checkbox"/> Improves transportation routes to schools <input type="checkbox"/> Serves a known or realistic level of demand in the community for transit services <p>Safety & Security</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identifies safety concerns <input type="checkbox"/> Increases public safety through a reduction of risk of accidents for vehicles, bicycles, and/or pedestrians <input type="checkbox"/> Identifies known safety issues with a proven countermeasure to address the conflicts <input type="checkbox"/> Corrects a deteriorating condition/aging infrastructure <p>Connectivity/Gap Closures</p> <ul style="list-style-type: none"> <input type="checkbox"/> Enhances intermodal and multi-jurisdictional connectivity <input type="checkbox"/> Complements existing services (not duplicative) <input type="checkbox"/> Expands the transportation system, network, or service <p>Multimodal Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identifies benefits to transit, bike, pedestrian and rail <input type="checkbox"/> Support multimodal transportation through coordination of improvements <input type="checkbox"/> Supports and implements Complete Streets Policies and Practices <p>Economic Growth</p> <ul style="list-style-type: none"> <input type="checkbox"/> Promotes job growth <input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit
<u>Sustainability</u>	<ul style="list-style-type: none"> <input type="checkbox"/> Identifies funding sources and responsible agency for maintaining the transportation project after implementation/construction <input type="checkbox"/> Transportation project is identified in a long-term development plan
<u>Matching Funds</u>	<ul style="list-style-type: none"> <input type="checkbox"/> Commits other identified funds as project matching to the funds requested <input type="checkbox"/> External (i.e., non-Alameda CTC administered) fund type (regional, state, federal, local, private)
<u>System Efficiencies</u>	<ul style="list-style-type: none"> <input type="checkbox"/> Synergies with other projects (complements another on-going project)

SHUTTLES

	Existing Shuttles Criteria	New Shuttles Criteria
<u>Benefits(Needs)</u>	<p>Connectivity/Gap Closures/Access Improvements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Connects, provides or improves access to activity centers, central business districts, schools, and employment centers <input type="checkbox"/> Serves a known level of demand in the community for transit services <input type="checkbox"/> Enhances multi-jurisdictional connectivity such as improving access to BART or trunk lines on AC Transit <input type="checkbox"/> Increases efficiency level of service or reduces travel time <p>Safety & Security</p> <ul style="list-style-type: none"> <input type="checkbox"/> Addresses an existing safety concern <p>Multimodal/ Environmental Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identifies benefits to transit, bike, pedestrian <input type="checkbox"/> Shuttle accommodates bicycles <input type="checkbox"/> Promotes modal shifts that reduce dependency on motorized transportation <input type="checkbox"/> Provides congestion relief <input type="checkbox"/> Use of clean fuel vehicle(s) for service <p>Economic Growth</p> <ul style="list-style-type: none"> <input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit Planned population densities Planned employment densities or trends 	<p>Connectivity/Gap Closures/Access Improvements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Connects or provides access to activity centers, central business districts, schools, and employment centers <input type="checkbox"/> Serves a realistic level of demand in the community for transit services <input type="checkbox"/> Enhances multi-jurisdictional connectivity such as improving access to BART or trunk lines on AC Transit <p>Safety & Security</p> <ul style="list-style-type: none"> <input type="checkbox"/> Addresses an existing safety concern <p>Multimodal/ Environmental Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identifies benefits to transit, bike, pedestrian <input type="checkbox"/> Shuttle accommodates bicycles <input type="checkbox"/> Promotes modal shifts that encourages less dependency on motorized transportation <input type="checkbox"/> Provides congestion relief <input type="checkbox"/> Use of clean fuel vehicle(s) for service <p>Economic Growth</p> <ul style="list-style-type: none"> <input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit Planned population densities Planned employment densities or trends

<u>Readiness</u>	<p>Service plan clearly demonstrates how the shuttle service will be delivered for the funding period including:</p> <ul style="list-style-type: none"> a. Service area (routes/maps, destinations served) b. Specific rail stations, ferry or major transit centers served. c. Coordination with scheduled transit service d. Marketing plan/activities e. Service Provider f. Administration and oversight plan g. Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys) h. Co-Sponsors/stakeholders i. Ridership characteristics: e.g. commuter/ employees, seniors, students, etc j. Any significant changes to existing service <p>Solid funding plan with budgeted line items for:</p> <ul style="list-style-type: none"> a. Contractor (operator/vendor) cost b. Fuel c. Insurance d. Administrative (Staff oversight) e. Other direct costs (e.g. marketing) f. Total operating cost g. Notes/exceptions (e.g. if there are projected differences between the 1st and 2nd year costs) 	<p>Service plan clearly demonstrates how the shuttle service will be delivered for the funding period including:</p> <ul style="list-style-type: none"> a. Service area (routes/maps, destinations served) b. Specific rail stations, ferry or major transit centers served. c. Coordination with scheduled transit service d. Marketing plan/activities e. Service Provider f. Administration and oversight plan g. Monitoring/evaluation plan/activities h. Co-Sponsors/stakeholders i. Surveys/studies on ridership characteristics: e.g. commuter/ employees, seniors, students, etc <p>Solid funding plan with budgeted line items for:</p> <ul style="list-style-type: none"> a. Contractor (operator/vendor) cost b. Fuel c. Insurance d. Administrative (Staff oversight) e. Other direct costs (e.g. marketing) f. Total operating cost.
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MBB Program Guidelines
Community Development Investments Program

<p><u>Sustainability/</u> <u>Effectiveness</u></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Shuttle is included in an adopted local, special area, county or regional plan <input type="checkbox"/> Coordination with partners local community and governing body support (Letters of support from stakeholders) <input type="checkbox"/> Cost savings demonstrated through sharing of resources (shuttle operator provides reduced rates if service used for peak and off-peak service) <input type="checkbox"/> Annual average operating cost per passenger for the prior 12 months <input type="checkbox"/> Annual average passengers per revenue vehicle hour of service for the prior 12 months <input type="checkbox"/> Service links with other fixed route transit (more points for higher ridership routes) <input type="checkbox"/> Experience of implementer <input type="checkbox"/> Does not duplicate an existing service 	<ul style="list-style-type: none"> <input type="checkbox"/> Proposed shuttle is included in an adopted local, special area, county or regional plan <input type="checkbox"/> Coordination with partners Local community and governing body support (Letters of support from stakeholders) <input type="checkbox"/> Proposed cost savings demonstrated through sharing of resources (shuttle operator provides reduced rates if service used for peak and off-peak service) <input type="checkbox"/> Projected ridership, operating costs, and revenue vehicle hours of shuttle service to be provided in the first and second years of shuttle service. <input type="checkbox"/> Service links with other fixed route transit (more points for higher ridership routes) <input type="checkbox"/> Experience of Sponsor <input type="checkbox"/> Identifies funding or action plan to sustain operations after implementation <input type="checkbox"/> Does not duplicate an existing service
<p><u>Matching Funds</u></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Commits other identified funds as project matching to the funds requested 50% to 75% ≥75% 	<ul style="list-style-type: none"> <input type="checkbox"/> Commits other identified funds as project matching to the funds requested 50% to 75% ≥75%
<p><u>System Efficiencies</u></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Synergies with other projects/programs 	<ul style="list-style-type: none"> <input type="checkbox"/> Synergies with other projects/programs

APPENDIX B PROJECT/PROGRAM ELIGIBILITY ELEMENTS

TABLE A: Example Eligible Project/Program Types	
Category	Project/Program Types ¹
Capital Projects	
Transit	Station improvements including plazas, station access, pocket parks, parking lots and structures
Local Streets and Roads	Streetscape projects associated with high density developments and near transit facilities with sample elements such as pedestrian street lighting, bulb outs, cross walk enhancements, new striping for bicycle lanes and road diets, way finding signage and bus shelters
Bicycle/Pedestrian	Bikeways and bike-transit facilities, bicycle/pedestrian paths and bridges, safe routes to transit, bicycle parking
Programs	
Transit Operations	Shuttles
Plans and Studies	
Plans and Studies (Transportation)	Master plans, feasibility studies

Notes:

1. Highway, Goods Movement, Transportation Demand Management/Education Outreach, Local Streets and Roads and Highway Operations are not anticipated to be significant contributors to the CDIP.

TABLE B: Eligible Project/Program Costs		
Project Category/Phase	Eligible	Not Eligible
CAPITAL PROJECTS	<ul style="list-style-type: none"> • Park-and-ride facility improvements • Passenger rail station access and capacity improvements • Development and implementation of transit priority treatments on local roadways 	<ul style="list-style-type: none"> • Non-transportation related construction such as office spaces within transit facility for specific purpose of lease or retail • Site preparation work such as sewer, cable installation, etc. unless as part of a phased implementation of the project construction
Equipment/Rolling Stock Acquisition	<ul style="list-style-type: none"> • Equipment that is attached to a facility and integral to the benefit of the facility (ie: EV charging stations) 	<ul style="list-style-type: none"> • Rolling stock may count towards Sponsor project contributions; however, not reimbursable under this program
PROGRAMS		
Implementation/ Operations/ Maintenance	<ul style="list-style-type: none"> • Marketing expenses • Education • Enforcement 	<ul style="list-style-type: none"> • Vehicle purchases • Routine maintenance • Promotion program giveaways including food, etc.
Evaluation/ Monitoring		<ul style="list-style-type: none"> • Purchase of general staff equipment
PLANS/STUDIES	<ul style="list-style-type: none"> • Coordinated efforts in conjunction with any designated public entity having jurisdiction within Alameda County. 	<ul style="list-style-type: none"> • Studies that extend beyond Alameda County other than to establish contributing impacts

Note: This table is to be used in conjunction with CIP policy on Eligible Costs for Reimbursement.



DATE: March 7, 2016

SUBJECT: Development of the 2017 Transportation Improvement Program (TIP)

RECOMMENDATION: Receive an update on the Development of the 2017 TIP

Summary

The Transportation Improvement Program (TIP) is a federally-required, comprehensive listing of all Bay Area surface transportation projects. The Metropolitan Transportation Commission (MTC) is required by the State to prepare and adopt an updated TIP every two years. MTC's primer on the 2017 TIP development process is included as Attachment A. ACTAC representatives are requested to coordinate the 2017 TIP update for their respective agencies. The next step of the process requires project sponsors to update current TIP listings and add new projects for the 2017 TIP using MTC's online TIP database (FMS), from March 17-April 14, 2016.

Background

The TIP is a federally-required comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity (AQC) purposes. MTC is required by the State to prepare and adopt an updated TIP every two years. To align with the State's schedule for approving the 2017 TIP by December 2016, MTC has begun developing the region's 2017 TIP.

Starting Friday, March 4, 2016, the project listings in the 2015 TIP will be frozen until the 2017 TIP is approved, which is scheduled for December 2016. Initial actions for developing the 2017 TIP have already taken place and include submitting new non-exempt projects and existing non-exempt project changes by January 21st and submitting final 2015 TIP amendment requests by February 4th. Attachment A, MTC's primer and schedule for the development of the 2017 TIP, focuses on the next step of the process, the review and update of project listings and the addition of new projects, which will take place through MTC's online TIP database (FMS) between the dates of March 17th and April 14th. The primer identifies the areas on which to focus your review, as follows, and provides step-by-step guidance for each:

1. Should the project be removed from the TIP?

2. Do any new projects need to be added to the TIP?
3. Is the RTP ID for each project correct and is the TIP project consistent with the RTP project that it references?
4. Do the project description and expanded project description include enough detail to fully describe the scope of work being implemented?
5. Is the funding information for the project correct?
6. Is the other information in FMS correct?

ACTAC representatives are requested to coordinate the 2017 TIP update for their respective agencies. Because the Alameda CTC is required to review and submit updates on behalf of cities and the County, all local agency edits, including revisions to existing TIP projects and new project applications, are to be completed and saved in FMS by Friday, April 8, 2016, to allow Alameda CTC staff sufficient time to review and submit the updates by MTC's regional deadline of Thursday, April 14, 2016. Transit agencies and Caltrans will have until April 14th to complete and submit project updates.

Next Steps

Any agency staff involved with the FMS review process should have an active FMS account prior to March 17th. On or prior to March 17th the Alameda CTC will provide ACTAC representatives with a final 2015 TIP project list to track their project updates. By April 8th, this list is to be returned to the Alameda CTC indicating the activity completed for each project (e.g., reviewed - no changes, reviewed and updated, new project, archived). MTC's overall schedule for the development of the 2017 TIP is included at the end of Attachment A.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. MTC Primer on 2017 TIP Development and Schedule

Staff Contact

[Jacki Taylor](#), Program Analyst



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Transit Finance Working Group
Programming and Delivery Working Group
Local Streets and Roads Working Group

DATE: March 3, 2016

FR: Adam Crenshaw, Programming and Allocations Section

RE: Primer and Schedule for the Development of the 2017 TIP

Background

The federally required Transportation Improvement Program or TIP, is a comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity purposes. The 2015 TIP was adopted by the Commission on September 24, 2014 and approved by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) on December 15, 2014. It is valid through December 15, 2018. MTC is required by the State to prepare and adopt an updated TIP every two years. To align with the State's effort in developing the 2017 Federal-Statewide TIP (FSTIP) MTC is beginning the process to update the region's TIP. The 2017 TIP will cover the four-year period of FY 2016-17 through FY 2019-20.

Because it takes several months to prepare a new TIP, our ability to reflect further changes in the 2015 TIP will be very limited after Friday, March 4, 2016. This is necessary to provide the time needed to ensure that programming data is consistent as we move from the current 2015 TIP to the new 2017 TIP, conduct the required air quality conformity analysis and determination, allow for adequate public participation in the development process, and provide sufficient time for Caltrans, FHWA and FTA review and approval. This memo is a primer on the TIP development process.

Initial Actions for Developing the Draft 2017 TIP

March 4– Deadline to submit applications through FMS for the March administrative modification. FMS will be locked down at the end of the day.

March 17 to April 14– FMS will be open for Sponsors and CMAs to review projects and submit changes for the 2017 TIP.

The full schedule for the 2017 TIP development process is attached (Attachment A).

Review of Projects for the 2017 TIP

Developing the 2017 TIP entails reviewing all of your projects currently in FMS, revising these projects where appropriate and submitting all of your projects for review. You may also add new projects to the TIP through this process. CMAs are advised to coordinate the timely project review by counties and cities within their jurisdiction. While Sponsors and CMAs will not be able to submit projects or changes through FMS until March 17, projects are available for review using the “Project Search” function and the “Project Detail Report”. Attachment B is a step-by-step tutorial on the process of generating the “Project Detail Report.” When reviewing projects, please be sure to review the latest version of the project as this will show how the project currently appears in the 2015 TIP, including any pending revisions.

Beginning March 17, the Universal Application module of FMS will be opened for Sponsors and CMAs to begin reviewing and revising existing projects and entering new projects. To access your projects:

1. Go to the FMS site at fms.mtc.ca.gov
2. Sign in and click on the “Universal Application” tab
3. Choose “Resume In-process Application” - this will allow you to see the latest version of all your projects in an editable format
4. Review all of your projects and make any necessary changes
5. Once you are done with your review please submit all of your projects by **5:00PM on Thursday, April 14, 2016.**

To enter a new project, select “Create New Project” in Step 3 above and fill out the required fields (marked with an ‘*’).

As a reminder, cities and counties are able to enter and revise projects directly in the FMS application, but must work with their respective CMA to submit them. Transit operators can submit projects and revisions directly.

Areas to Focus Your Review

When conducting your review, please focus on the following:

1. Should the project be removed from the TIP?
2. Do any new projects need to be added to the TIP?
3. Is the RTP ID for each project correct and is the TIP project consistent with the RTP project that it references?
4. Do the project description and expanded project description include enough detail to fully describe the scope of work being implemented?
5. Is the funding information for the project correct?
6. Is the other information in FMS correct?

Further details on reviewing these areas of focus are included below.

Archiving projects

If all federal or state funding for the project have been awarded or obligated, and the project has been completed; or if all project funding is prior to FY2015-16 and no further federal action is anticipated for the project, the project can be archived and removed from the TIP. To archive a completed project:

1. Set the 'Is project completed/opened to traffic' field on the 'General Information' tab to "Yes"
2. In the 'Reason for Revision' field include a note to "Archive this project as it has been completed"
3. Submit the application

If a project currently in the TIP has been abandoned and will not be moving forward, it may also be removed from the TIP. To remove these projects from TIP:

1. Leave the 'Is project completed/opened to traffic' field set to "No"
2. In the 'Reason for Revision' field include a note to "Delete this project as it will not be completed"
3. Update the funding information to show only the funding that has been expended on the project and remove all unexpended funds
4. Submit the application

This is important, as completed projects must be reported to FHWA, and these archived projects are used to develop the list of completed projects. Projects that will not move forward and are deleted from the TIP will be excluded from that list.

If a project is included in the TIP more than once please delete one of the duplicate projects using the method described for failed projects, but the 'Reason for Revision' should state that the project is a duplicate project. Please also include the TIP ID number of the project that will remain in the TIP.

If the project has no funding in the four years covered by the 2017 TIP (FY2016-17 to FY2019-20), but you expect the project or program to receive additional federal funds in the future and you do not want the project archived please do the following:

1. Leave the 'Is project completed/opened to traffic' field set to "No"
2. In the 'Reason for Revision' field include a note that the project should be "carried forward for informational purposes as additional federal funding is expected"
3. Submit the application

New TIP Projects

Please review your existing projects in FMS to see if any projects need to be added. In addition to federally funded projects, the TIP must also include any project that requires a federal action and any regionally significant projects that are funded with only state, regional or local funds. Review your agency's capital improvement program for FY 2016-17 through FY 2019-20 to determine if your locally funded projects must be included in the TIP. A project is considered regionally significant if it impacts regional air quality. For example, the addition of an interchange to the interstate system, which is a capacity increasing project, or a project that requires federal permits would need to be shown in the TIP.

Please note that any new projects that are not exempt from regional air quality conformity analysis (i.e. projects that affect the capacity of the transportation system) need to have been sent to MTC as part of the call for information on non-exempt projects that concluded in January.

RTP Project Reference

Please ensure that each project in the TIP is referencing the correct project in *Plan Bay Area*. All projects in the TIP must be consistent with the RTP project that they reference by adhering to the following:

1. The scope of the TIP project as included in the project description and expanded description must be within the scope of the project as described in the RTP
2. The total cost of the project shown in the TIP, including funding in prior and later years, should be less than or equal to the cost of the project in the RTP
3. Funds for the project cannot be programmed in a year that falls after the project completion year as shown in the latest *Transportation Air Quality Conformity Analysis for Plan Bay Area and the 2015 TIP* or in a year that is inconsistent with the information provided during the recent call for information on non-exempt project.

Please note that many projects in the TIP that are exempt from regional air quality conformity analysis are included in the *Plan Bay Area* as part of a program and are not individually listed. Projects that are not exempt from regional air quality conformity analysis are included as individual projects in the RTP.

A list of all projects included in *Plan Bay Area* is available at:
http://onebayarea.org/pdf/final_supplemental_reports/FINAL_PBA_Project_List.pdf.

The *Final Transportation Air Quality Conformity Analysis for Plan Bay Area* is available at:
http://mtc.ca.gov/sites/default/files/I-580_Access_Improvements_Air_Quality_Conformity_Analysis.pdf

Project Description

Review the project title, the project description, and expanded project description to ensure that the name, limits and scope accurately describe the work that will be implemented. The project description should include the following three elements separated by a colon or semi-colon (“:” or “;”):

1. The jurisdiction where the work is being implemented (e.g. “County A”, “City B”, “Transit System C”, etc)
2. The limits of the project (e.g. “On Street X from Avenue Y to Z Road”, “Citywide”, etc)
3. The scope of work that is being implemented or activities undertaken (e.g. “Rehabilitate roadway”, “Install Traffic Signal”, “Replace 2 trolley buses”, etc). Please be sure to specifically call out any regionally non-exempt activities such as road extensions or road diets and the installation of any new traffic signals.

If a project is to be implemented in phases, please identify the limits and scope of work for each individual phase in the expanded project description.

Project Funding

Please also review your projects' funding information to confirm that the dollar amounts, fund sources and programming years are correct.

Please note that only funding and phases programmed in the active four-year TIP period (FY2016-17 to FY2019-20) are considered to be programmed in the TIP. Funds programmed in years before or after these years are included for informational purposes only and are not eligible for federal actions. One example of this is that funding programmed in FY2019-20 may be obligate sooner using Expedited Project Selection Procedures (EPSP) in certain circumstances, but funding programmed after FY2019-20 cannot be obligated without a revision to the 2017 TIP. If you have unobligated FHWA funds or FTA funds that have not yet been put into grants and those funds are currently programmed in FY2015-16 or earlier, please be sure to reprogram those funds into the active four-year TIP period.

Federal regulations require that TIP project listings show the total cost of all phases (e.g. PE, ROW or CON), even if those phases are programmed outside of the TIP period or if they are funded using only non-federal funds. If a project listing does not show any amount programmed for a capital phase, (ROW or CON) a TIP amendment and perhaps a new conformity analysis may be required to amend a capital phase into the TIP if necessary in the future.

Funds for a single phase of a project (e.g. PE, ROW or CON) must be programmed in the year of allocation/obligation for that phase. Exceptions are for pre-approved corridor projects (as listed in the RTP), annual ongoing service/operations projects (such as the Freeway Service Patrol), multi-year program of projects (such a various streets and roads rehabilitation, or bus rehabilitation/replacement programs), or projects with multiple phases or segments (in which case the project expanded description must include a statement noting the limits and scopes of work for each phase or segment).

MTC also requires that only committed funding be included in the active four years of the TIP. For federal, state and regional funding in the TIP period, please ensure that the funds have been approved through their respective programs. Local funds in the active four years of the TIP need to be committed to the project through an approved capital improvement program (CIP) or similar board-approved action. If you have more than \$2 million in local funds programmed to a single project, please upload the relevant pages from the appropriate CIP or board-approved action in the 'Miscellaneous Documents' section of the 'Project Documents' tab in FMS. This is critical to ensuring that the projects are fully funded and the TIP is fiscally constrained.

Even if the funding for future project phases has not been committed to a project, federal regulations still require that the full cost of the project, including those phases, be shown in the TIP. If specific funding has not been identified or secured, please show it as RTP-Long Range Plan funds (RTP-LRP) funds programmed in FY2020-21 or later. When submitting a project application, please ensure that RTP-LRP funds are not programmed within the active four-year TIP period (FY2016-17 through FY19-20).

Federal regulations also require that the cost of the project and each of the phases be shown in year of expenditure (YOE) dollars and the total cost of the project cannot exceed the total cost of the project as indicated in *Plan Bay Area*.

Other Information in the TIP

Location Information

Ensure that the State Assembly, State Senate and Congressional district information included for your projects is correct. This information is helpful when your legislators request transportation funding data.

Project Milestones

Sponsors are requested to review the project delivery milestones as well the years the various phases are programmed in the TIP.

Contact Information

Please also ensure that the contact information for your projects is up to date. The 'Sponsoring Agency' contact should be the project manager or someone else from the sponsoring agency who is able to answer questions about all aspects about the project. If your agency is partnering with another agency to implement the project, please include a similar contact from the partner agency as the 'Implementing Agency' contact. If the implementing agency is the same as the sponsoring agency, please include an alternate contact as the 'Implementing Agency' contact.

Project Level AQ

While you are not required to complete the project-level PM_{2.5} air quality conformity information for your project in order to include the project in the 2017 TIP, you will need to have completed the project-level conformity process before you complete your environmental review. As such, this review of projects is a good time to begin the process by clicking on the 'Edit Project Conformity' button on the 'Air Quality' tab in FMS and answering the six questions available under 'Step 1: Project Identification'. Please note that your answers to some questions may cause the answers to other questions to be auto-populated as the categories described in questions 3, 4, and 5 are mutually exclusive.

After Project Review

Once you are done reviewing a project, please include a summary of what changes, if any, were made in the 'Reason for Revision' and 'Description of Change' fields and either submit the project directly (for CMAs and Transit Operators) or work with your partner CMAs to submit the project for you (for cities and counties). The deadline for submitting these changes in FMS is **5:00pm Thursday, April 14, 2016**. FMS will be locked down at this time and any changes not submitted by this deadline will not be reflected in the Draft 2017 TIP.

MTC staff will then review all of the projects to be included in the new TIP and develop the Draft 2017 TIP and Draft Air Quality Conformity Analysis. These documents will be released for public review and comment on Wednesday, June 15, 2016, with a public hearing scheduled

for Wednesday, July 13, 2016. In order to accommodate this schedule, **no edits will be accepted after Thursday, April 14, 2016.**

MTC Staff Contacts

If you have any funding specific question(s) please contact the following MTC staff persons:

FHWA Funds including: STP/CMAQ, FHWA Earmarks	Mallory Atkinson	(510) 817-5793
FTA Funds including: Section 5307/5311/5337/5339, FTA Earmarks	Glen Tepke	(510) 817-5781
State and Regional Highway Funds including: ATP, STIP, TCRP, CMIA, TCIF, RM2	Kenneth Kao	(510) 817-5768
FTA Section 5310 Funds	Drennen Shelton	(510) 817-5909
Proposition 1B – PTMISEA and SLPP	Kenneth Folan	(510) 817-5804
TPI and RM2 – Transit	Craig Bosman	(510) 817-5770
Questions on Project Level Conformity /POAQC process	Harold Brazil	(510) 817-5747
2017 TIP Development and Fund Management System (FMS)	Adam Crenshaw	(510) 817-5794

We appreciate your help updating the TIP. Time spent now getting the project listings correct will save time in the future by minimizing additional changes and avoiding potential project delivery delays.

Thank you for your prompt attention to this request.

Attachment A: TIP Development Schedule

Attachment B: Process of generating the Project Detail Report

**2017 TIP DEVELOPMENT SCHEDULE
as of March 2, 2016**

Milestone Dates	Milestone	Milestone Type
Thursday, January 21, 2016	Deadline for sponsors to provide new non-exempt projects and changes to existing non-exempt projects to be included in 2017 TIP	Deadline - Sponsor/CMA
Friday, March 04, 2016	Last day to submit changes for 2015 TIP revisions - FMS locked-down for Sponsors/CMAs	Deadline - Sponsor/CMA
Thursday, March 17, 2016	FMS unlocked for all users - Start of review and update by project sponsors and CMAs	Task - Sponsor/CMA
Thursday, April 14, 2016	Deadline for Sponosrs/CMAs to submit all new projects and changes for the Draft 2017 TIP - FMS locked down for Sponsors/CMAs	Deadline - Sponsor/CMA
Wednesday, June 08, 2016	PAC Meeting - authorize public hearing and release of the Draft 2017 TIP & AQ Conformity	Committee Action
Wednesday, June 15, 2016	Beginning of Public Review Period for the Draft 2017 TIP and AQ Conformity Analysis	Public Review - Start
Wednesday, July 13, 2016	Public Hearing on Draft 2017 TIP and AQ Conformity Analysis	Committee Review
Wednesday, July 20, 2016	End of Pubic Review Period for Draft 2017 TIP and AQ Conformity Analysis	Public Review - End
Wednesday, September 14, 2016	Scheduled PAC review of Final 2017 TIP and Final AQ Conformity Analysis and expected referral to Commission	Committee Action
Wednesday, September 28, 2016	Expected approval of the Final 2017 TIP and Final AQ Conformity Analysis by Commission	Commission Action
Tuesday, November 01, 2016	Deadline for Sponsors to submit changes for 1st 2017 TIP amendment (2017-03)	Deadline - Sponsor/CMA
Thursday, December 01, 2016	Deadline for Sponsors to submit changes for 1st 2017 TIP admin mod (2017-01)	Deadline - Sponsor/CMA
Friday, December 16, 2016	Expected FHWA/FTA Final Approval of 2017 TIP and AQ Conformity Analysis	TIP Approval
Wednesday, December 21, 2016	Expected Commission Approval of 2017 TIP Amendment 2017-03	Commission Action
Friday, December 30, 2016	Expected Approval of 2017 TIP Administrative Modification 2017-01	Executive Office Action

J:\PROJECT\Funding\TIP Development\2017 TIP\Schedule\[2017 TIP Development Schedule.xlsx]Sept 2017 Adoption - Partners

Attachment B: Process of Generating the Project Detail Report

The Project Detail Report can be generated following the steps below:

- 1) Log into FMS and go to the Advanced Project Search Page
- 2) Select the project or choose a list of projects based on specific search criteria. Be sure to select “Accepted”, “Active”, “Proposed”, and “Submitted” in the Status field so that you can capture the latest version of the project in your search.
- 3) The list of active projects are as shown below

Select a Report Generate report Refresh Print Data

Results: 4

Map it	TIP ID	FMS ID	Version	Project Name	County	Sponsor	Status
<input type="checkbox"/>	ALA070022	189.00	5	Park St Streetscape	ALA	Alameda	ACTIVE
<input type="checkbox"/>	ALA070049	3797.00	2	Signal Coordination: 8th St, Otis Dr, & Park St.	ALA	Alameda	ACTIVE
<input type="checkbox"/>	ALA090017	4157.00	1	Fruitvale Avenue Rail Bridge Seismic Retrofit	ALA	Alameda	ACTIVE
<input type="checkbox"/>	ALA990054	450.00	8	Tinker Avenue Reconfiguration	ALA	Alameda	ACTIVE

- 4) Select a project/projects (By checking the box/boxes to the left of the “Map it” icon) – highlighted below.

Select a Report Generate report Refresh Print Data

Results: 4

Map it	TIP ID	FMS ID	Version	Project Name	County	Sponsor	Status
<input checked="" type="checkbox"/>	ALA070022	189.00	5	Park St Streetscape	ALA	Alameda	ACTIVE
<input checked="" type="checkbox"/>	ALA070049	3797.00	2	Signal Coordination: 8th St, Otis Dr, & Park St.	ALA	Alameda	ACTIVE
<input type="checkbox"/>	ALA090017	4157.00	1	Fruitvale Avenue Rail Bridge Seismic Retrofit	ALA	Alameda	ACTIVE
<input type="checkbox"/>	ALA990054	450.00	8	Tinker Avenue Reconfiguration	ALA	Alameda	ACTIVE

5) Select the Project Detail Report from the drop down menu

The screenshot shows a web application interface with a report selection dropdown menu and a table of project details. The dropdown menu is open, showing options: "Select a Report", "Project Listing 2009 TIP", "Project Authorization", and "Project Detail Report". The "Project Detail Report" option is selected. Below the dropdown is a table with columns: ID, Version, Project Name, County, Sponsor, and Status. The table contains four rows of project data. The "Generate report" button is highlighted with a red box.

		ID	Version	Project Name	County	Sponsor	Status	
<input checked="" type="checkbox"/>		ALA070022	189.00	5	Park St Streetscape	ALA	Alameda	ACTIVE
<input checked="" type="checkbox"/>		ALA070049	3797.00	2	Signal Coordination: 8th St, Otis Dr, & Park St.	ALA	Alameda	ACTIVE
<input type="checkbox"/>		ALA090017	4167.00	1	Fruitvale Avenue Rail Bridge Seismic Retrofit	ALA	Alameda	ACTIVE
<input type="checkbox"/>		ALA990054	450.00	8	Tinker Avenue Reconfiguration	ALA	Alameda	ACTIVE

6) Press on the Generate Report buttons highlighted above.



Memorandum

5.4

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: March 7, 2016

SUBJECT: 2016 State Transportation Improvement Program Update

RECOMMENDATION: Receive and update on the 2016 Regional Transportation Improvement Program (RTIP) for Alameda County.

Summary

At the January 2016 meeting, the CTC amended the 2016 State Transportation Improvement Program (STIP) Fund Estimate with a lower Price-Based Excise Tax Rate, resulting in a decreased statewide STIP capacity of approximately \$754 million over the Fund Estimate period. The Metropolitan Transportation Commission (MTC) Bay Region share of this reduction amounts to \$96 million. Per CTC's direction, MTC staff has proposed to delay \$71.3 million in projects regionally, to an unfunded future year of the STIP.

Background

The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources. Senate Bill 45 (SB 45) was signed into law in 1996 and had significant impacts on the regional transportation planning and programming process. The statute delegated major funding decisions to a local level and allows the Alameda CTC to have a more active role in selecting and programming transportation projects. Senate Bill 45 changed the transportation funding structure by modifying the transportation programming cycle, program components, and expenditure priorities.

The STIP is composed of two sub-elements: 75% of the STIP funds going towards the Regional Transportation Improvement Program (RTIP) and 25% going to the Interregional Transportation Improvement Program (ITIP).

The Alameda CTC adopts and forwards a program of RTIP projects to the MTC for each STIP cycle. As the Regional Transportation Planning Agency (RTPA) for the nine-county Bay Area, MTC is responsible for developing the regional priorities for the RTIP. MTC is the regional agency designated by state law to submit the RTIP to the CTC for inclusion in the STIP.

In January 2016, the CTC revised the 2016 STIP Fund Estimate (FE), which calls for a \$754 million reduction in statewide programming capacity. The reduction is due to the decrease in revenues as a result of the recent action by the Board of Equalization to reduce the price-based excise tax on fuel by 2.2 cents per gallon.

Per CTC's direction, MTC staff has proposed to delay \$71.3 million in projects regionally, to an unfunded future year of the STIP. Two projects included within the 2016 Alameda RTIP are proposed to be delayed to FY21-22 under this proposal (Attachment A).

1. (Alameda County) BART Station Modernization Program - \$ 3.726 M
2. (Regional) Improved Bike/Ped Connectivity to East Span SFOBB - \$3.063 M

CTC must approve a financially-constrained STIP in May 2016. Since the STIP administered by the CTC, it is up to their discretion to either accept MTC's proposal or delay additional projects in the region. Alameda CTC staff will work with MTC and CTC staff on any new CTC-proposed delays as part of the STIP recommendation process to minimize the impact to projects within Alameda County.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Alameda County Proposed 2016 RTIP Revisions

Staff Contact:

[Vivek Bhat](#), Senior Transportation Engineer

[James O'Brien](#), Project Controls Team

2016 Regional Transportation Improvement Program (RTIP) as adjusted

Alameda									
Agency	PPNO	Project	Total	16-17	17-18	18-19	19-20	20-21	Outside RTIP
Alameda CTC	81J	East-West Connector in Fremont	12,000	-	-	12,000	-	-	-
BART	2103C	Daly City BART Station Intermodal Improvements	200	200	-	-	-	-	-
BART	2010C	BART Station Modernization Program (ALA) (14S-19)	-	-	-	-	-	-	3,726
Caltrans	New	US-101 Marin-Sonoma Narrows Seg B2 Phase 2	2,000	2,000	-	-	-	-	-
ACTC	2179	Planning, programming, and monitoring	2,201	886	750	565	-	-	-
MTC	2100	Planning, programming, and monitoring	406	131	135	140	-	-	-
BATA/Caltrans/MTC	9051A	Improved Bike/Ped Access to SFOBB East Span	-	-	-	-	-	-	3,063
		Total	16,807	3,217	885	12,705	-	-	6,789

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DATE: March 7, 2016

SUBJECT: Alameda County Federal Inactive Projects List: February 2016 Update

RECOMMENDATION: Receive an update on the February 2016 Alameda County Federal Inactive Projects.

Summary

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

Background

In response to FHWA's new guidance for processing Inactive Obligations, Caltrans developed new guidelines for managing federal inactive obligations. The new guidelines treat all federal-aid as well as the American Recovery and Reinvestment Act (ARRA) inactive projects equally. In order to manage changes more proactively, Caltrans changed the management of "inactive projects" as follows:

- If the Department does not receive an invoice for more than six months, the project will be deemed "inactive" and posted on the Department's website. Local Agencies will be notified the first time projects are posted.
- If the Department does not receive an invoice within the following six months (12 months without invoicing), the Department will deobligate the unexpended balances.
- It is the responsibility of the Local Agencies to work in collaboration with their respective District Local Assistance Engineer's to ensure their projects are removed from the inactive list to avoid deobligation.
- The Inactive project listing is posted at the following website and will be updated weekly: <http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Alameda County List of Federal Inactive Projects Report Dated 03/03/16

Staff Contact

[Vivek Bhat](#), Senior Transportation Engineer

[James O'Brien](#), Projects Controls Team

ALAMEDA COUNTY LIST OF INACTIVE OBLIGATIONS

5.5A

UPDATED BY CALTRANS ON 03/03/2016

Updated on 03/03/2016

Project No.	Status	Agency Action Required	Prefix	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5012110	Inactive	Invoice under review by Caltrans. Monitor for progress.	STPL	Oakland	CITYWIDE AC OVERLAY, AC PAVEMENT	03/19/2015	02/22/2010	03/19/2015	03/19/2015	\$7,121,435.00	\$4,052,000.00	\$2,721,503.82	\$1,330,496.18
5012113	Inactive	Invoice under review by Caltrans. Monitor for progress.	HSIPL	Oakland	HEGENBERGER ROAD @ EDES AVE, BALDWIN ST, HAMILTON ST, 73RD AVE, UPGRADE TRAFFIC SIGNALS & INSTALL FLASHING BEACONS	02/19/2015	01/25/2012	02/19/2015	02/19/2015	\$742,858.00	\$668,571.00	\$128,448.29	\$540,122.71
5012114	Inactive	Invoice under review by Caltrans. Monitor for progress.	HSIPL	Oakland	BANCROFT AVE. / 94TH AVE., INSTALL TRAFFIC SIGNALS, CONSTRUCT CURB RAMPS	02/19/2015	01/23/2012	02/19/2015	02/19/2015	\$564,062.00	\$485,100.00	\$58,689.20	\$426,410.80
5178012	Inactive	Invoice overdue. Contact DLAE.	CML	Albany	BUCHANAN/MARIN STREET FROM PIERCE ST. TO SAN PABLO, BIKE LANE & PED. WALKWAY	03/05/2015	06/01/2012	03/05/2015	03/05/2015	\$2,484,942.00	\$1,702,000.00	\$1,524,222.60	\$177,777.40
5432018	Inactive	Invoice under review by Caltrans. Monitor for progress.	STPL	Dublin	DUBLIN BLVD.- SAN RAMON RD. AND VILLAGE PKW, DUBLIN PAVEMENT PRESERVATION	02/26/2015	02/26/2015		12/14/2015	\$533,183.00	\$470,000.00	\$0.00	\$470,000.00
5012027	Future	Submit invoice to District by 05/20/2016	STPLZ	Oakland	HEGENBERGER ROAD OH (WPRR) (BR NO 33C-0202), SEISMIC RETROFIT	05/14/2015	09/01/1996	05/14/2015	05/14/2015	\$7,511,271.00	\$6,640,876.00	\$6,111,784.70	\$529,091.30
5012100	Future	Final invoice under review by Caltrans. Monitor for progress.	ESPLE	Oakland	7TH STREET FROM UNION TO PERALTA STREETS, PEDESTRAIN STREETScape IMPROVE	05/26/2015	08/04/2009	05/26/2015	05/26/2015	\$4,070,044.00	\$3,630,000.00	\$3,590,000.00	\$40,000.00
5012103	Future	Invoice under review by Caltrans. Monitor for progress.	BHLO	Oakland	ADELINE STREET BRIDGE OVER UPRR AMTRAK, BRIDGE# 33C0028, SEISMIC RETROFIT	05/12/2015	05/04/2011	05/12/2015	05/12/2015	\$632,000.00	\$559,510.00	\$212,707.96	\$346,802.04
5012115	Future	Invoice under review by Caltrans. Monitor for progress.	HSIPL	Oakland	SAN PABLO @ WEST GRAND AVE. AND @ WEST STREET, UPGRADE SIGNALS/MODIFY INTERSECTIONS	05/05/2015	01/23/2012	05/05/2015	05/05/2015	\$489,326.00	\$415,800.00	\$77,905.69	\$337,894.31
5012118	Future	Submit invoice to District by 05/20/2016	HSIPL	Oakland	ON 98TH AVE. BETWEEN MACARTHUR BLVD. & EDES AVE., TRAFFIC SIGNALS, PED. CROSSING	05/14/2015	10/22/2013	05/14/2015	08/11/2015	\$827,745.00	\$656,900.00	\$64,042.01	\$592,857.99

ALAMEDA COUNTY LIST OF INACTIVE OBLIGATIONS

UPDATED BY CALTRANS ON 03/03/2016

Updated on 03/03/2016

Project No.	Status	Agency Action Required	Prefix	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5012119	Future	Invoice under review by Caltrans. Monitor for progress.	HSIPL	Oakland	MARKET ST BETWEEN 45TH AVE. & ARLINGTON AVE., TRAFFIC SIGNALS, RESTRIPIING & RECONFIGURE INTERSEC	06/18/2015	10/22/2013	06/18/2015	08/18/2015	\$1,089,347.00	\$643,700.00	\$64,632.92	\$579,067.08
5041041	Future	Submit invoice to District by 05/20/2016	HSIPL	San Leandro	WASHINGTON AVE @ MONTEREY BLVD./BRADRICK DR., SIGNAL IMPROVEMENT	05/12/2015	12/15/2011	05/12/2015	05/12/2015	\$414,832.00	\$373,300.00	\$43,496.91	\$329,803.09
5041044	Future	Submit invoice to District by 05/20/2016	STPL	San Leandro	SAN LEANDRO BLVD FROM WILIAMS ST TO HUDSON LN, RECONSTRUCT ROADWAY	04/15/2015	04/15/2015		04/15/2015	\$1,442,000.00	\$804,000.00	\$0.00	\$804,000.00
5178013	Future	Submit invoice to District by 05/20/2016	SRTSLNI	Albany	ELEMENTARY SCHOOLS IN CITY OF ALBANY, SAFE ROUTES TO SCHOOL PROGRAM	06/18/2015	08/16/2012	06/18/2015	06/18/2015	\$200,000.00	\$185,000.00	\$69,270.34	\$115,729.66
5354035	Future	Submit invoice to District by 05/20/2016	HSIPL	Union City	ALVERADO-NILES ROAD: BETWEEN DECOTO ROAD TO MANN AVE., PEDESTRIAN SAFETY IMPROVEMENTS	04/06/2015	11/27/2013	04/06/2015	04/06/2015	\$286,480.00	\$257,832.00	\$43,588.44	\$214,243.56
5933119	Future	Invoice under review by Caltrans. Monitor for progress.	SRTSL	Alameda County	MULTIPLE SCHOOLS IN EAST AND WEST OAKLAND, IMPLEMENT GOLDEN SNEAKERS PROGRAM, SAFETY PATROLS	05/12/2015	08/03/2012	05/12/2015	05/12/2015	\$500,000.00	\$500,000.00	\$272,033.95	\$227,966.05
5933126	Future	Invoice under review by Caltrans. Monitor for progress.	HPLUL	Alameda County	EAST 14TH ST/MISSION BLVD FROM 162ND AVE TO RUFUS CT, CONSTRUCT BULB OUTS WITH STREETScape	06/18/2015	04/09/2014	06/18/2015	06/18/2015	\$674,940.00	\$539,940.00	\$3,736.29	\$536,203.71
6073028	Future	Submit invoice to District by 05/20/2016	LTAP	University Of California	UNIVERSITY OF CALIFORNIA, BERKELEY TECHNOLOGY TRANSFER CENTER, LOCAL TECHNICAL ASSISTANCE PROGRAM	05/01/2015	05/01/2015		05/01/2015	\$199,726.00	\$99,863.00	\$0.00	\$99,863.00

Merger Study Information Sheet

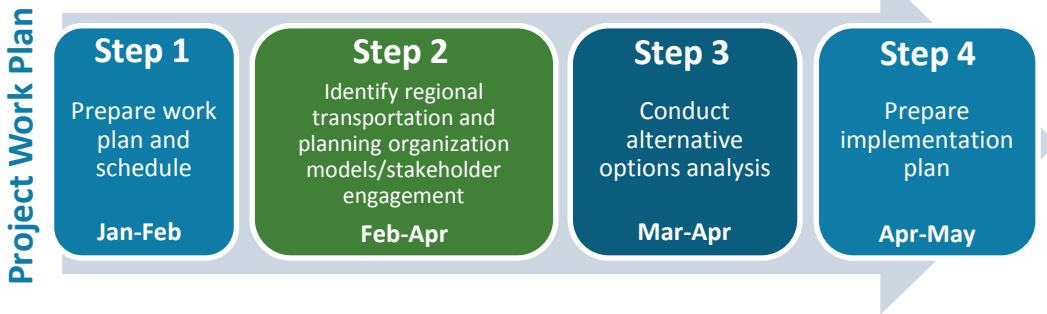
Why conduct a merger study?

In October 2015, the Metropolitan Transportation Commission (MTC) adopted a resolution to create an integrated regional planning department as the best near-term approach to carry out the land use and transportation planning responsibilities set forth in SB 375 and reduce duplication of effort. This would result in a functional consolidation of planners working on SB 375 within MTC. The respective SB 375 statutory responsibilities of ABAG and MTC would remain the same. The ABAG Administrative Committee also adopted a resolution expressing support of MTC's resolution. The actions by MTC and ABAG were accompanied by an agreement to conduct a Merger Study and in the event ABAG and MTC approve a Merger Implementation Plan prior to July 1, 2016, the functional consolidation of planning departments shall be pre-empted. In January, 2016, ABAG and MTC hired Management Partners to study the policy, management, financial, and legal issues associated with further integration, up to and including institutional merger between the agencies, and how an integration model might be implemented.

What will be done?

Management Partners will evaluate different integration models with respect to the following:

- Policy considerations
- Statutory authorities
- Representation and governance
- Financial resources and budget
- Employee relations
- Agency mission
- Regional planning needs



Background Information

About ABAG

The Region's Council of Governments (COG)

ABAG was formed by a Joint Powers Authority in 1961 and is a voluntary association of the Bay Area's 101 cities and nine counties.

As a comprehensive regional planning agency, ABAG works with local governments and stakeholders to develop forecasts of the region's housing, jobs and population growth, identify regional housing needs, address resilience and climate change issues, carry out regional social, economic and land use research and prepare elements of the Sustainable Communities Strategy (SCS). ABAG also provides special services to local governments, such as affordable housing and infrastructure financing, risk management and insurance, electricity and natural gas aggregation, energy efficiency programs and emergency preparedness.

About MTC

The Region's MPO and RTPA

MTC was created by the California Legislature in 1970. It is the federally-designated Metropolitan Planning Organization (MPO) and the state-designated Regional Transportation Planning Agency (RTPA) for the region.

As the transportation planning, financing and coordinating agency for the nine Bay Area counties, MTC collaborates with other public agencies to plan and finance the region's streets, highways, and transit network. It is responsible for preparing a regional transportation plan (RTP) every four years which, under SB 375, must include and support the Sustainable Communities Strategy.

MTC annually programs and allocates roughly \$1.5 billion in transportation revenues and is responsible for an \$8+ billion debt portfolio. MTC also operates a suite of services to help travelers get around, including the 511 traveler information system, FasTrak® electronic toll collection, Clipper® transit fare card and the Freeway Service Patrol's fleet of roving tow trucks.

Agency Governance Structures

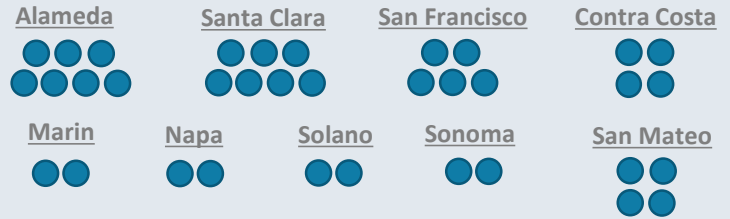
ABAG

ABAG's governance structure is separated into two primary policy bodies and a variety of standing committees

ABAG General Assembly
(110 voting members)

1 elected official from every county, city and town

ABAG Executive Board
(38 voting members)*
Representation varies by county



*Once the president, vice president and immediate past president have been seated for their term, each county that they represent may appoint an additional board member to fill the remaining three seats on the 38-member board.

MTC Commission

(18 voting members)

Representation varies by county



*One of the San Francisco Commissioners is selected by BCDC and must be a San Francisco resident.

MTC

MTC's governance structure is consolidated into one primary policy body and a variety of standing committees

Plan Bay Area and SB 375

What is SB 375?

SB 375 requires each of California's 18 Metropolitan Planning Organizations (MPOs) to include a Sustainable Communities Strategy (SCS) in the Regional Transportation Plan (RTP), both of which are required to be approved and adopted by MTC. The SCS sets forth a vision for regional growth that takes into account the region's transportation, housing, environmental, and economic needs. The SCS is the blueprint by which each region intends to meet its greenhouse gas emissions reductions target.

What is Plan Bay Area?

Plan Bay Area is the region's first SCS. It was adopted by the ABAG Executive Board and MTC in July 2013. An updated Plan Bay Area must be completed by 2017.

Why are both organizations involved in preparing Plan Bay Area?

In SB 375 legislation, the state outlined the roles of each organization in preparing the SCS, as well as joint responsibilities.

ABAG's statutory responsibilities:

- Identify the general location of uses, residential densities, and building intensities within the region
- Identify areas within the region sufficient to house the existing and projected population, considering state housing goals
- Gather and consider the best practically available scientific information regarding resource areas and farmland

MTC's statutory responsibilities:

- Identify a transportation network to service the transportation needs of the region
- Allow the regional transportation plan to comply with Section 176 of the federal Clean Air Act

Joint statutory responsibilities:

- Set forth a forecasted development pattern for the region which, when integrated with the transportation network, will reduce greenhouse gas emissions

Management Partners wants to hear from stakeholders...

To share your perspective on this merger study, please visit the project website for a schedule of outreach events and options for giving feedback.

www.mtcabagmergerstudy.com



AGENDA

Topic	Estimated Time
1) Introductions (<i>Patrick Rivera, LSRWG Chair</i>)	5 min
2) Review of Working Group Minutes*	5 min
A. Joint Partnership Local Streets and Roads/ Programming and Delivery Working Group – January 14, 2016* (<i>Patrick Rivera, LSRWG Chair</i>)	
3) Informational Items: (<i>“Memo Only” unless otherwise noted</i>)	10 min
A. TIP Update* (<i>Adam Crenshaw; acrenshaw@mtc.ca.gov</i>) (<i>View the 2015 TIP at http://mtc.ca.gov/sites/default/files/final_air_quality_conformity_analysis.pdf</i>)	
• 2017 TIP Development**	
B. PMP Certification Status* (<i>Current PMP Certification status is available online at: http://mtc.ca.gov/sites/default/files/PMP_Certification_Status_Listing.xlsx</i>).	
C. Other Information Items:	
i. DLA-OB 16-01: Implementation of Cargo Preference Act Requirements* (<i>The FHWA has issued a policy memorandum regarding the applicability of the Cargo Preference Act (CPA) to the Federal-aid Highway Program for contracts awarded after February 15, 2016. http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/DLA_OB.htm</i>)	
4) Discussion Items:	
A. Partnership Board Representation (<i>Theresa Romell; tromell@mtc.ca.gov</i>)	15 min
B. P-TAP Resolution 4078 – Changes to Pavement Management Technical Assistance Program Guidelines* (<i>Christina Hohorst; chohorst@mtc.ca.gov</i>)	10 min
C. Pavement Conditions Summary Update* (<i>Sui Tan; stan@mtc.ca.gov/ Nicholas Richter; nrichter@mtc.ca.gov</i>)	10 min
D. One Bay Area Grant Cycle 2 Update* (<i>Mallory Atkinson, matkinson@mtc.ca.gov</i>)	15 min
E. Active Transportation Program (ATP) Cycle 3 Development* (<i>Kenneth Kao; kkao@mtc.ca.gov</i>)	
F. Plan Bay Area 2040:	30 min
• Needs Assessment* (<i>Theresa Romell; tromell@mtc.ca.gov</i>)	
• State of Good Repair Performance Assessment* (<i>Dave Vautin; dvautin@mtc.ca.gov</i>)	
G. 2016 LSRWG Work Plan* (<i>Patrick Rivera, LSRWG Chair</i>)	20 min
H. Other Discussion Items (<i>All</i>)	5 min
5) Recommended Agenda Items for Next Meeting: (All)	5 min

Partnership Board, TAC and Working Groups

2016 Tentative Meeting Calendar

rev. 1/25/2016

(Subject to change. See agendas for final meeting date, time and location)

Month	Regional Advisory Working Group (RAWG) 1st Floor, Auditorium (9:30a - 11:35a)	Partnership Transit Finance (TFWG) 2nd Floor, Claremont 10:00a - 12:00p)	Partnership Local Streets & Roads (LSRWG) 1st Floor, Room 171, (9:30a - 11:30a)	Partnership Programming & Delivery (PDWG) 1st Floor, Room 171, (9:30a - 11:30a)	Joint Partnership (LSRPDWG) 1st Floor, Room 171, (9:30a - 12:00p)	Partnership Technical Advisory Committee (PTAC) 1st Floor, Auditorium, (1:30p – 3:30p)	Partnership Board Location TBD Time TBD	
January	Tue, Jan 26	Wed, Jan 6			Thu, Jan 14	Mon, Jan 25	Fri, Jan 29	
February	Tue, Feb 2	Wed, Feb 3	Thu, Feb 11					
*** Meeting room locations TBD after February 2016 ***								
March	Tue, Mar 1	TBD**	Changed to LSRPDWG		Mon, Mar 21	Mon, Mar 21	TBD	
April	Tue, Apr 5	Wed, Apr 6	Thu, Apr 14	Mon, Apr 18		Mon, Apr 18	AD HOC	
May	Tue, May 3	Wed, May 4			Thu, May 12	Mon, May 16		
June	Tue, Jun 7	Wed, Jun 1	Thu, Jun 9	Mon, Jun 20		Mon, Jun 20		
July	TBD*	Wed, Jul 6	Thu, Jul 14	Mon, Jul 18		Mon, Jul 18		
August	No Meeting Scheduled	Wed, Aug 3	NO AUGUST PARTNERSHIP MEETINGS					
September	Tue, Sep 6	Wed, Sep 7			Thu, Sep 8	Mon, Sep 19		
October	Tue, Oct 4	Wed, Oct 5	Thu, Oct 13	Mon, Oct 17		Mon, Oct 17		
November	Tue, Nov 1	Wed, Nov 2	Thu, Nov 10	Mon, Nov 21		Mon, Nov 21		
December	Tue, Dec 6	Wed, Dec 7			Thu, Dec 8	Mon, Dec 19		

J:\COMMITTEE\Partnership\Meeting Calendar_WG_PTAC.xlsx|2016

Changes are highlighted.

***NOTE: The July RAWG meeting date is TBD due to the Independence Day Holiday**

**** NOTE: These meetings are subject to rescheduling due to the building move**

Please email the appropriate meeting manager if you would like to be added or removed from the distribution list

RAWG Meeting Manager: Martha Silver, msilver@mtc.ca.gov

TFWG Meeting Manager: Theresa Hannon, thannon@mtc.ca.gov

LSRWG/PDWG/PTAC Meeting Manager: Marcella Aranda, marand@mtc.ca.gov

PARTNERSHIP BOARD: Meeting Manager: Beba Jimenez, bjimenez@mtc.ca.gov

* = Attachment in Packet ** = Handouts Available at Meeting

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

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Transit Access to the MetroCenter: BART to Lake Merritt Station. AC Transit buses: #11 from Piedmont and Montclair; #26 from MacArthur BART; #62 from East or West Oakland; #88 from Berkeley. For transit information from other Bay Area destinations, call 511 or use the 511 Transit Trip Planner at www.511.org to plan your trip.

Parking at the MetroCenter: Metered parking is available on the street. No public parking is provided at the MetroCenter. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away.