Meeting Notice

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

Alameda County Technical Advisory Committee

Thursday, April 9, 2015, 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.

Recording of Public Meetings

The executive director or designee may designate one or more locations from which members of the public may broadcast, photograph, video record, or tape record open and public meetings without causing a distraction. If the Commission or any committee reasonably finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities must be discontinued or restricted as determined by the Commission or such committee (CA Government Code Sections 54953.5-54953.6).

Reminder

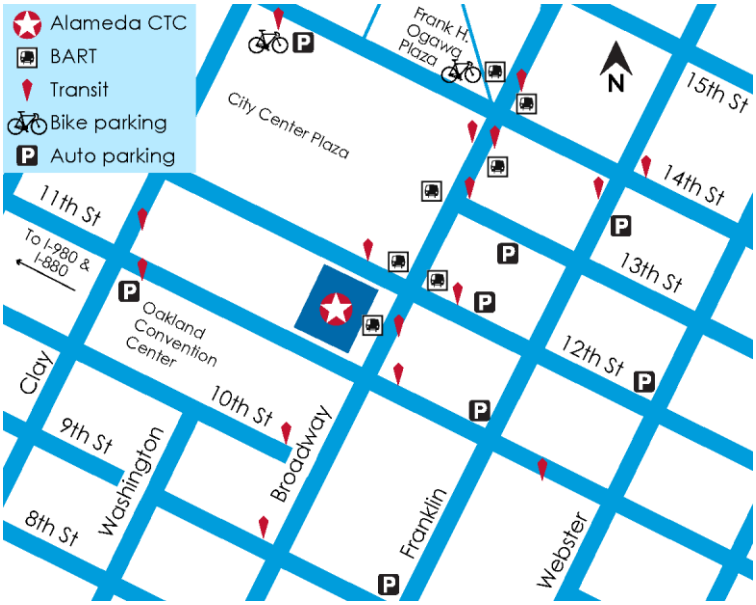
Please turn off your cell phones during the meeting. Please do not wear scented products so individuals with environmental sensitivities may attend the meeting.

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.

Paperless Policy

On March 28, 2013, the Alameda CTC Commission approved the implementation of paperless meeting packet distribution. Hard copies are available by request only. Agendas and all accompanying staff reports are available electronically on the Alameda CTC website at www.AlamedaCTC.org/events/month/now.

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Alameda County Technical Advisory Committee Meeting Agenda
Thursday, April 9, 2015, 1:30 p.m.

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

***NOTE: COUNTYWIDE MULTIMODAL ARTERIAL PLAN TECHNICAL ADVISORY COMMITTEE MEETS FROM 11:30 A.M. TO 1:00 P.M.**

The Countywide Multimodal Arterial Plan Technical Advisory Committee Meeting Agenda is available on the Alameda CTC website.

Chair: Arthur L. Dao, Alameda CTC Executive Director
Staff Liaison: James O'Brien
Public Meeting Coordinator: Angie Ayers

		Page	A/I
1.	**Introductions/Roll Call**		
2.	**Public Comment**		
3.	**Administration**		
3.1.	March 5, 2015 ACTAC Meeting Minutes Recommendation: Approve the March 5, 2015 meeting minutes.	1	A
4.	**Policy and Transportation Planning**		
4.1.	Countywide Multimodal Plans Update		
4.1.1.	Countywide Multimodal Arterial Plan Draft Roadway Typology Framework	11	I
4.1.2.	Countywide Multimodal Arterial Plan Draft Performance Measures' Objectives	17	I
5.	**Programs/Projects/Monitoring**		
5.1.	Measure BB Master Programs Funding Agreements with Direct Local Distribution Fund Recipients Recommendation: Authorize the Executive Director to execute Master Programs Funding Agreements with Measure BB direct local distribution fund recipients.	43	A
5.2.	City of Oakland Request for $39.2 Million of Measure BB Funds Recommendation: Consider the City of Oakland's request for $39.2 million of Measure BB funds to be programmed in FY 15-16.	47	A/I
5.3.	Alameda CTC Transportation Fund for Clean Air (TFCA) FY 2015-16 Program Guidelines Recommendation: Approve the FY 2015-16 Alameda CTC TFCA Program Guidelines.	53	A
5.4.	California Transportation Commission March 2015 Meeting Summary	83	I

5.5. Alameda County Federal Inactive Projects List: March 2015 Update	89	I

6. Member Reports

6.1. Metropolitan Transportation Commission Local Streets and Roads Working Group Update	93	I
6.2. Other Reports		I

7. Adjournment/Next Meeting
Thursday, May 7, 2015

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

ALAMEDA County Transportation Commission
1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

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: Altamont Corridor Express (ACE), Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District (Air District), California Department of Transportation (Caltrans), California Highway Patrol (CHP), Union City Transit, and San Francisco Bay Area Water Emergency Transportation Authority (WETA).

2. **Public Comment**
   Art Dao announced that Stewart Ng will retire from Alameda CTC at the end of March 2015. Art and the committee congratulated Stewart and wished him the best. Art also announced that Matt Nichols is holds a new position as policy director for infrastructure and transportation at the Mayor of Oakland's office, and Art and the committee congratulated Matt.

   Matt Nichols said it was a pleasure working with Alameda CTC and serving on ACTAC for nearly 12 years. He said he will work with the Bruce Williams to make sure that Oakland's voice is held.

3. **Administration**
   3.1. Approval of February 5, 2015 Minutes
   Obaid Khan (Dublin) moved to approve the February 5, 2015 meeting minutes. Debbie Bell (Livermore) seconded the motion. The motion passed unanimously (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit, and WETA were absent).

4. **Transportation Planning**
   4.1. Countywide Multimodal Plans Update
   4.1.1. Countywide Transit Plan Preliminary Vision, Goals and Performance Measures
   Tess Lengyel introduced Rebecca Kohlstrand from Parsons Brinckerhoff. Rebecca reviewed the vision, goals, and performance measures for the Countywide Transit Plan. She noted that Kara Vuicich is Alameda CTC's project manager for this project.

   Questions/feedback from members:
   ACTAC discussed the roles of shuttles and the issues regarding private shuttles and how shuttles will be in competition with the cities' transit services.
   - A member made a comment that the data from the National Transit Database on slides 6 and 7 is outdated. A member suggested that the project team reach out to individual operators to receive updated data.
   - A member requested an explanation of the minor changes to the goals. Rebecca said one goal previously said "increased cost effectiveness" and another said "increased efficiency," and the two were combined into "increased cost efficiency." Staff said that the aim was to speak about

effectiveness without focusing on cost. These changes will be explained through the performance measures.

- In relation to inter-county and intra-county trips, how would we capture the unmet demands beyond county boundaries? Staff stated that we are using a Cambridge Systematics tool called the Transit Competitiveness Index to assess the markets for transit services in Alameda County. The tool is based on the Alameda Countywide Transportation Model, which includes trips from San Joaquin County. The team is identifying the competitive transit destinations and looking at the cluster of origins to create a network showing the corridor, rail, etc. This will be a discussion on transit viability.
- What is competitive transit market? A competitive transit market is determined using an analysis of population and employment density, parking costs, and other land use factors.
- Which goal is for an expanded service such as increasing shuttles? Rebecca said discussion will take place to determine the best place to put this topic and figure how transit shuttles will fit into the transit network.
- Alameda CTC needs to identify what policies are needed to provide a better transit system and how we demand a higher level of service.
- A member requested Alameda CTC acknowledge that trips cross county boundaries.

Chris Andrichak (AC Transit) moved to approve the Countywide Transit Plan vision and goals. Aleida Andrino-Chavez (Albany) seconded the motion. The motion passed unanimously (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit, and WETA were absent).

4.1.2 Countywide Goods Movement Plan Needs Assessment and Strategies

Tess Lengyel introduced Michael Fischer with Cambridge Systematics. She stated that he would discuss the needs assessment and strategies from the Goods Movement Plan Technical Advisory Committee (PlanTAC) meeting. Michael gave a summary of the needs assessment and informed the committee that the report in the packet provides full details of the needs assessment. He mentioned the focus was on the list of strategies that will be included in the plan. Michael stated that the Goods Movement PlanTAC had the following comments on the list of strategies:

- Add a reference to potential I-580 Integrated Corridor Mobility to the countywide freeway intelligent transportation system (ITS) program (#17).
- Modify countywide truck route coordination planning/guidance to address health and community impacts in addition to connectivity (#15).
- Modify Martinez Subdivision capacity strategy to read "add capacity on Martinez Subdivision between Port of Oakland and 65th Street to separate passenger and freight trains"—Do not a specific project (#77).
- Ensure rail and road impacts are considered similarly; ensure that strategies address community impacts for both current conditions and future increases in freight activity.
- Consider unintended consequences resulting from project implementation; consider large land-use planning efforts.
- Modify the local road truck safety program to clarify that county roads are eligible (#104).

- Identify specific projects that can be implemented in the near term as part of the truck parking program (#27).
- Add the Clawiter/Whitesell/SR-92 Interchange project.
- Add the Ashby Avenue Interchange Improvements project.
- Add a strategy to address queuing at interchanges along I-880 and on local streets from last-mile truck access to the Port of Oakland (I-880/ 5th St and I-880/Market St interchanges).

Public comment: Advocacy Director Dave Campbell with Bike East Bay mentioned that his comment is related to the Transit Plan, Arterial Plan, and Goods Movement Plan. He said that the two missing strategies are: 1) The Goods Movement Plan's effect on transit and the Transit Plan; 2) and any indirect impacts on bicycle and pedestrian access on arterial streets. Tess said that these points will be addressed when Alameda CTC brings all three of the multimodal plans together with the Countywide Transportation Plan.

Obaid Khan *(Dublin) moved to approve the Countywide Goods Movement Plan proposed strategies for evaluation with amendments. Abhishek Parikh (Hayward) seconded the motion. The motion passed unanimously (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit, and WETA were absent).*

4.2. Alameda CTC's Comprehensive Investment Plan FY 15/16 Measure BB 2-Year Allocation Plan

Tess Lengyel and James O'Brien presented the agenda item, which covered the following:

- Comprehensive Investment Plan (CIP) development timeline
- CIP fund allocation principles
- Draft two-year allocation plan

Staff informed the committee that the first direct local distribution will occur as soon as Alameda CTC receives deposits of the proceeds of the new sales tax. The first receipts are expected by the end of June 2015, and the disbursements will be authorized through the Master Programs Funding Agreements. The two-year allocation plan represents an initial allocation of Measure BB funding for projects and programs included in the 2014 Transportation Expenditure Plan that do not require prioritization processes, and allow sponsors to further define the scope of proposed improvements.

Questions/feedback from the committee:

- Clarify January-March process regarding use of evaluation criteria approved in January.
- Define total remaining Measure BB estimated revenues after two-year allocation recommendation.
- Clarify when Alameda CTC will finance the Measure BB projects/programs.

Kathleen Livermore (Alameda) moved to approve the draft FY 15/16 Measure BB 2-Year Allocation Plan as presented. Mike Tassano (Pleasanton) seconded the motion.

The motion passed unanimously (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit, and WETA were absent).

5. Programs/Projects/Monitoring

5.1. Cycle 4 Lifeline Transportation Program

Vivek Bhat presented this agenda item, and he requested ACTAC approve the Cycle 4 Lifeline Transportation Program and provide concurrence for the Proposition 1B projects.

Bruce Wills (Oakland) moved to approve the Cycle 4 Lifeline Program. Debbie Bell (Livermore) seconded the motion. The motion passed unanimously (ACE, ABAG, Air District, Caltrans, CHP, Union City Transit, and WETA were absent).

5.2. Transportation Fund for Clean Air (TFCA) FY 2015-16 Draft Fund Estimate

Jacki Taylor highlighted that Alameda CTC will bring the guidelines to ACTAC next month. She said that the call for projects is scheduled for late April 2015. Jacki requested ACTAC members let her know if they have potential projects they would like to discuss, and she encouraged the committee to review agenda item 5.2A and to contact her with any questions.

5.3. Cycle 2 Active Transportation Program

Vivek Bhat encouraged the committee to review this agenda item in the packet. He said the California Transportation Commission is scheduled to release the Cycle 2 Active Transportation Program fund estimate and guidelines on March 26. Vivek requested project sponsors send a copy (one hard copy and electronic version) of their Statewide and Regional applications to Alameda CTC (staff contact Vivek Bhat, email: vbhat@alamedactc.org).

5.4. Alameda County Federal Inactive Projects List: February 2015 Update

Vivek Bhat provided an update on the February 2015 federal inactive list of projects. He encouraged the committee to stay current with their invoicing activity.

6. Member Reports

6.1. Metropolitan Transportation Commission Local Streets and Roads

Reh-Lin Chen provided a brief overview of MTC's Local Streets and Roads Working Group February 2015 meeting.

6.2. Other Reports

There were no other reports.

7. Adjournment and Next Meeting

The meeting adjourned at 3:30 p.m. The next meeting is:

Date/Time: Thursday, April 9, 2015 at 1:30 p.m.
Location: Alameda CTC Offices, 1111 Broadway, Suite 800, Oakland, CA 94607

Attested by:

Angie Ayers,
Public Meeting Coordinator

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

ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
March 5, 2015
ROSTER OF MEETING ATTENDANCE

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12.	Mike Tassano	Pleasanton	925 931-5670	MTASSANO@cityofpleasantonca.gov
13.	Kathleen Livermore	City of Alameda	510 747-6885	klivermore@alamedaca.gov
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15.	Reh-Lin Chen	San Leandro	510-577-3438	rchen@sanleandro.org
16.	Donna Lee	BART	510-464-6282	dlee@bart.gov
17.	Abhishek Parikh	Hayward	510-583-4791	abhishek.parikh@hayward-ca.gov
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DATE:	April 6, 2015
SUBJECT:	Countywide Multimodal Arterial Plan Draft Roadway Typology Framework
RECOMMENDATION:	Provide input on Draft Roadway Typology Framework

Summary

The arterial roadways are the core of the transportation system in Alameda County, moving people and goods within the county and the region. These roadways provide regional and local mobility with multiple transportation modes, access to surrounding land uses, and connectivity between employment and activity centers that is essential for Alameda County's economy and quality of life. Alameda CTC is developing a Countywide Multimodal Arterial Plan that will provide a framework for designing, prioritizing, and implementing projects and programs on the arterial network. The Arterial Plan development is being closely coordinated with local jurisdictions, Caltrans and bus transit operators, and with two other major Alameda CTC plans: the Countywide Goods Movement Plan and the Countywide Transit Plan. In addition, Alameda is also coordinating with other stakeholders representing all modes and abilities such as representatives for bicycle, pedestrian, trucks, emergency response, seniors and disabled.

The Commission approved the vision, goals, and performance measures for the Multimodal Arterial Plan in January 2015. The project team later developed draft performance objectives, or thresholds for the approved performance measures, which is being presented separately.

A key task in the Arterial Plan development includes development of a draft roadway typology framework. A memorandum from the consultant team on the draft typology framework is provided in Attachment A. The typology framework has three main components: auto travel and access characteristics; multimodal network overlays; and land use contexts. This plan is an unprecedented effort that identifies the characteristics of major streets across a county, and use the information to evaluate their performance as multimodal complete streets. For the Arterial Plan, this step will help inform the modal priority for the streets on the Study Network, which in turn will lead to identifying multimodal improvement needs. Jurisdictions such as Alameda, Emeryville and Fremont have developed similar street typology systems unique to their General Plans or Specific Plans. Alameda CTC's

typology framework development will consider these jurisdictions' adopted typology systems, and ensure that they nest within the Multimodal Arterial Plan's street typology framework. Similarly, the typology framework is expected to inform or provide a base for any future effort to develop street typology by other local jurisdictions in Alameda County.

The draft typology framework with initial associated draft maps will be presented to the Plan TAC and ACTAC on April 9, 2015 and at each of the Planning Area meetings planned for the week of April 20, 2015. A more detailed memorandum on the proposed typology framework will be shared with the ACTAC members prior to the Planning Area meetings. A meeting with the non-agency stakeholders is also scheduled April 20, 2015. Based on comments received, the performance objectives will be finalized and presented to the Committees and the Commission for approval in May or June.

Fiscal Impact: There is no fiscal impact.

Attachments:

A. Alameda Countywide Multimodal Arterial Plan – Draft Arterial Street Typology Framework Preview

Staff Contact

Tess Lengyel, Deputy Director of Planning and Policy

Saravana Suthanthira, Senior Transportation Planner

Daniel Wu, Assistant Transportation Planner

COMMUNITY DESIGN + ARCHITECTURE

MEMORANDUM

Date: April 3, 2015

To: Saravana Suthanthira, Alameda CTC

Cc: Matthew Ridgway and Francisco Martin, Fehr & Peers

From: Phil Erickson, Bharat Singh, and Warren Logan

Re: Alameda CTC Countywide Multimodal Arterial Plan: Draft Arterial Street Typology Framework Preview

Philip Erickson, Architect, AIA
Timothy Rood, AICP, LEED AP ND

The Alameda CTC Multimodal Arterial Plan (MMAP) is developing a street typology framework. The development of a countywide typology framework is an unprecedented effort that identifies the characteristics of major streets across Alameda County. The MMAP will evaluate street performance as *multimodal complete streets*, and suggest potential improvements to streets that are lacking in serving their multimodal function within the countywide network.

Alameda CTC defines multimodal complete streets and their benefits as:

> Streets that are designed, built and maintained to be safe, convenient and inviting for all users of the roadway, including pedestrians, bicyclists, motorists, persons with disabilities, movers of commercial goods, users and operators of public transit, seniors, and children.
>
> Streets that are built for all users have multiple benefits, including increased safety, improved air quality through the reduction of auto traffic, improved health through increased physical activity, and greater cost effectiveness.[1]

Jurisdictions such as Alameda, Emeryville and Fremont have developed similar street typology systems unique to these communities' General Plans or Specific Plans. Alameda CTC's typology framework development will consider these jurisdictions' adopted typology systems, and ensure that they nest within the MMAP street typology framework. Similarly, the typology framework is expected to inform or provide a base for future efforts to develop street typology by other local jurisdictions in Alameda County as a part of their implementation of their complete streets policies.

[1] From the Alameda CTC's Complete Streets web page: http://www.alamedactc.org/app_pages/view/8563

350 Frank Ogawa Plaza, 5th Flr
Oakland, California 94612
Telephone 510.839.4568
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Definition of the MMAP Typology Framework

The typology framework consists of three components: a set of base street typologies defined by vehicular functionality, a set of multimodal emphasis overlays, and a set of land use context overlays. These three components are defined as:

- **Base Street Types –** Four street types are defined by proportion of trip lengths for vehicles that travel along the *Study Network's*[2] streets, as well as threshold vehicle volumes. Base street types provide a better understanding of the importance of mobility as opposed to access and other modes.
- **Multimodal Transportation Overlays –** All streets should be designed for all users, but some streets have a particular importance to specific modes and these are represented by multimodal transportation overlays. These overlays assure connected and continuous networks for transit, bicycle, and goods movement; and define nodes where pedestrian circulation is vital to economic development and transit access.
- **Land Use Context Overlays –** These overlays define the context of built and natural environments of the streets. The land use is characterized by Priority Development Area (PDA) place types and the land use designation used in developing the region's Sustainable Communities Strategy. In later phases of the MMAP, the land use context will inform specific cross sectional elements of the street, such as parking and loading lanes and the desired width and use of different zones of the sidewalk.

More detail about how the street types and overlays were determined and examples of streets throughout Alameda County will be provided in a separate memorandum prior to the Planning Area meetings.

How the Typology Framework will be used in the MMAP effort

The typological framework is being used in the MMAP effort in three ways:

1. The Typology Framework informs modal priorities:
    a. Base Street Types inform streets of importance to vehicles;
    b. Modal Transportation Overlays for transit, goods movement and bicycles define continuous and connected networks for each of these modes.
    c. Land Use Context Overlays and pedestrian modal transportation overlay define nodes where the pedestrian experience is important to achieving economic development and facilitating access to transit.
2. The Typology Framework informs appropriate modal improvements (to be derived in a subsequent phase of work) that address the specific modal needs of a roadway. For example, a pedestrian priority street along a commercial corridor would have a wider desired sidewalk than a pedestrian priority street in a residential corridor.
3. The street types and multimodal transportation overlays will also help identify *arterials of countywide significance*, reflecting vehicular travel, access and modal function of the streets.

[2] The *Study Network* consists of the arterials and collectors that are part of the California Road System (CRS) classification system that was sent to all Alameda County jurisdictions for review and to support data collection in December 2014.

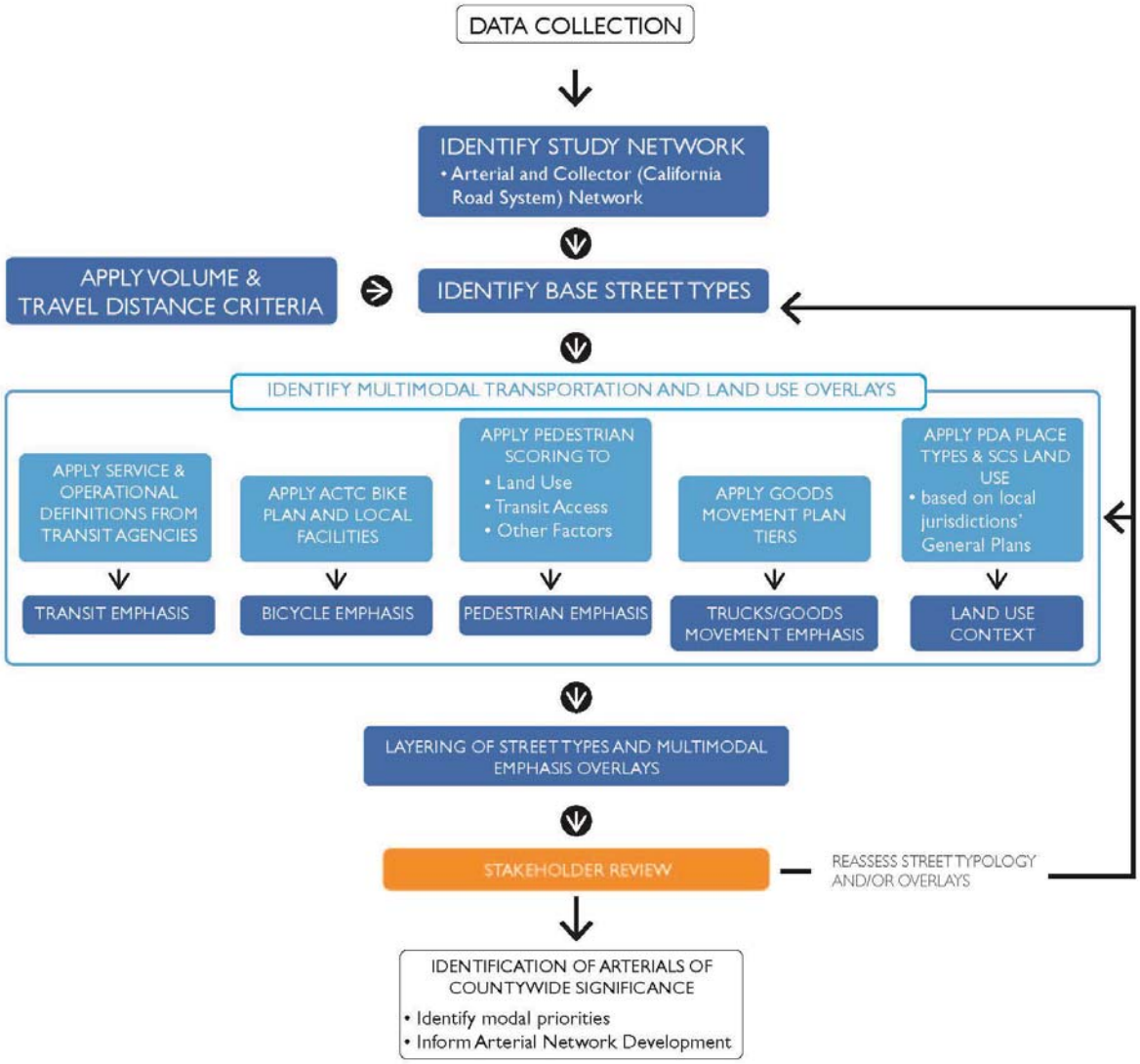
Draft *Arterial Network*[3] criteria were previously presented to stakeholders at the February 2015 ACTAC and Commission meetings; a separate white paper documenting *Arterial Network* selection criteria (updated to reflect typology work to date) and accompanying maps will be prepared and presented to jurisdictions and stakeholders.

The typology framework process is graphically illustrated in Figure 1. Data collected from local jurisdictions, the Alameda Countywide travel demand model, MTC, ABAG, transit agencies, and other sources have been used to identify base street types and to develop and apply the multimodal and land use overlays.

A series of initial maps of the street types and overlays are being prepared and will be presented at the Plan TAC and ACTAC on April 9, 2015. A description of the methodologies used in generating the initial maps will also be presented at the Plan TAC and ACTAC in April. In addition, jurisdictions will be given access to the online GIS Server maintained by Fehr & Peers to review these initial typology maps and provide comments as necessary.

[3] The *Arterial Network* is a subset of the *Study Network* consisting of those streets which satisfy the criteria for countywide significance that have been defined in a separate MMAP memorandum.

Figure 1: Multimodal Arterial Plan Typology Framework Process Diagram



DATE:	April 6, 2015
SUBJECT:	Countywide Multimodal Arterial Plan Draft Performance Measures' Objectives
RECOMMENDATION:	Provide input on Performance Measures' Objectives.

Summary

The arterial roadways are the core of the transportation system in Alameda County, moving people and goods within the county and the region. These roadways provide regional and local mobility with multiple transportation modes, access to surrounding land uses, and connectivity between employment and activity centers that is essential for Alameda County's economy and quality of life. Alameda CTC is developing a Countywide Multimodal Arterial Plan that will provide a framework for designing, prioritizing, and implementing projects and programs on the arterial network. The plan development is being closely coordinated with local jurisdictions, the California Department of Transportation (Caltrans) and bus transit operators, and with two other major Alameda CTC plans: the Countywide Goods Movement Plan and the Countywide Transit Plan.

The Commission approved the vision, goals, and performance measures for the Multimodal Arterial Plan in January 2015. The project team developed the attached draft performance objectives, or thresholds for the approved performance measures (Attachment A). The intent is to apply the performance objectives to existing and future-year conditions to identify the transportation needs for the Arterial Plan Study Network, defined as part of the plan process as a broad countywide street network that represents all arterial and collector streets throughout Alameda County that are classified using Caltrans' California Road System (CRS). This in turn is anticipated to provide guidance to identify short-term (year 2020) and long-term (year 2040) improvements to adequately address the identified needs. Performance measures in combination with the performance objectives will ensure that the proposed short-term and long-term improvements meet the Plan's vision and goals. Attachment A summarizes the Multimodal Arterial Plan's performance measure planning framework and the approved performance measures, and presents the draft performance objectives.

The draft performance objectives will be presented to the Plan TAC and ACTAC on April 9, 2015 and at each of the Planning Area meetings planned for the week of April 20, 2015. A meeting with non-agency stakeholders is also being scheduled in April. Based on comments

from these meetings, the performance objectives will be finalized and presented to the Committees and the Commission for approval in May.

Fiscal Impact: There is no fiscal impact.

Attachments:

A. Alameda Countywide Multimodal Arterial Plan – Draft Performance Measures' Objectives

Staff Contact

Tess Lengyel, Deputy Director of Planning and Policy

Saravana Suthanthira, Senior Transportation Planner

Daniel Wu, Assistant Transportation Planner

FEHR PEERS

MEMORANDUM

Date: April 1, 2015

To: Saravana Suthanthira, Alameda CTC

From: Francisco Martin and Matthew Ridgway, Fehr & Peers

Subject: Alameda Countywide Multimodal Arterial Plan – Draft Performance Measure Objectives

OK14-0023

The Alameda Countywide Multimodal Arterial Plan's performance measures are derived from the Plan's vision and goals. The performance measures will be utilized to evaluate existing and future year multimodal transportation conditions across the County for the Plan's Study Network[1], which is a broader countywide street network that represents all arterial and collector streets throughout the County using Caltrans' California Road System (CRS) classification. Performance measures were approved by the Alameda CTC Commission on February 26, 2015. The list of approved performance measures is summarized in the **Appendix A** for reference.

The draft performance objectives, or thresholds for the performance measures, were developed as a subsequent step after performance measures were approved. The performance objectives will be applied to existing and future year conditions to identify Study Network needs and provide guidance in identifying short-term (year 2020) and long-term (year 2040) improvements to adequately address those needs. Performance measures in combination with the performance objectives will ensure that the proposed short-term and long-term improvements meet the Plan's vision and goals. This memo summarizes the Multimodal Arterial Plan's performance measure planning framework and presents the draft performance objectives. The draft performance objectives will be presented to ACTAC at the April 9, 2015 meeting and at each of the Planning Area meetings planned for the week of April 20, 2015. A brief summary of the role and utility of various Plan development components is provided in **Table 1**, additional information for each of the components is also provided in the proceeding section.

[1] The Study Network consists of the arterials and collectors that are part of the California Road System classification that was sent to all Alameda County jurisdictions for review and to support data collection in December 2014.

TABLE 1
ROLE AND UTILITY OF MULTIMODAL ARTERIAL PLAN COMPONENTS

Plan Development Components	Utility	Approval Status
Vision and Goals	The vision lays out the strategic direction for the Plan; goals describe the desired outcome of the Plan.	Approved by Commission on February 26, 2015
Performance Measures	Performance measures assess the existing and future year transportation conditions of the Study Network against the identified goals. These performance measures include three types of measures: Performance Measures; Performance Indicators; and Network Connectivity Checks. • *Performance Measures* – Measures that directly assess the built environment and planning level operations at the facility-specific scale, and thus provide the direct assessment of a roadway facility on Study Network multimodal gaps and needs. • *Performance Indicators* –These are area-wide performance measures and are generally applied after preferred short- and long-term improvements are identified for the Arterial Network to evaluate and to ensure that the preferred improvements achieve the Plan's vision and goals. • *Network Connectivity Checks* - Network connectivity checks are performed as a mapping exercise that evaluates the transit infrastructure, pedestrian comfort, bicycle comfort and truck route accommodation measures for consistency across the respective modal networks.	Approved by Commission on February 26, 2015
Performance Objectives	These are thresholds identified for the performance measures that directly assess the built environment and planning level operations at the facility-specific scale. Performance objectives are applied to the performance measure assessment of existing and future year transportation conditions to determine Study Network gaps, deficiencies and needs. Performance objectives vary depending on the modal priority along a Study Network segment.	Pending Commission Approval – May/June 2015
Typologies	Typologies classify the Study Network roads based on their transportation and access functions, and land use characteristics of the roads. They help identify the modal priorities along each Study Network segment. In addition, typologies inform the Arterial Network[1] selection criteria.	Pending Commission Approval – June 2015

Notes:
1. The Arterial Network is the subset of the Study Network representing *arterials of countywide significance*.
Source: Fehr & Peers, 2015.

PERFORMANCE MEASURES AND PLANNING FRAMEWORK

Figure 1 presents a streamlined flow chart of the Multimodal Arterial Plan planning framework and illustrates how performance measures in combination with performance objectives will be used to identify short and long-term improvements. The process is also described below and distinguishes between the progress made until now and upcoming tasks.

TASKS COMPLETED OR IN PROGRESS

1. Performance Measures are derived from the Plan's goals, which are in turn derived from the Plan's vision. The Plan's vision, goals and performance measures were approved by the Commission on February 26, 2015.
2. In late 2014, the project team identified the "Study Network;" this network includes available parallel facilities of other modes (e.g. bike and truck routes). The Study Network will support data collection, assessment of existing and future conditions, and typology development.
3. In February of 2015, the ACTAC and the Commission reviewed the draft criteria to identify Arterials of Countywide Significance (Arterial Network). No changes were requested; therefore, using this set of criteria, the Arterial Network will be developed in April and presented to the ACTAC and Commission for approval in May. The Arterial Network will be used to develop the list of preferred improvements. Arterial Network selection criteria are summarized in a memo titled Alameda Countywide Multimodal Arterial Plan – Draft Criteria for Selecting Arterials of Countywide Significance (January 21, 2015).
4. Roadway typologies[2] will be developed for the Study Network. Typologies will be descriptive of a roadway's transportation function, land use context, and modal emphasis. Modal priority for transit and trucks will be coordinated with the Countywide Transit and Goods Movement Plans that are currently underway. Modal priorities will be vetted and confirmed during the Planning Area meetings in April.
5. Modal priorities will inform the performance objectives by segment/corridor as different modal priorities can potentially result in different performance objectives. Draft performance objectives are described in the following section of this memo.

[2] The roadway typology framework is described in a separate memo titled "Alameda CTC Countywide MMAP: Draft Arterial Street Typology Framework Concepts," and will also be presented to ACTAC and at the Planning Area meetings in April.

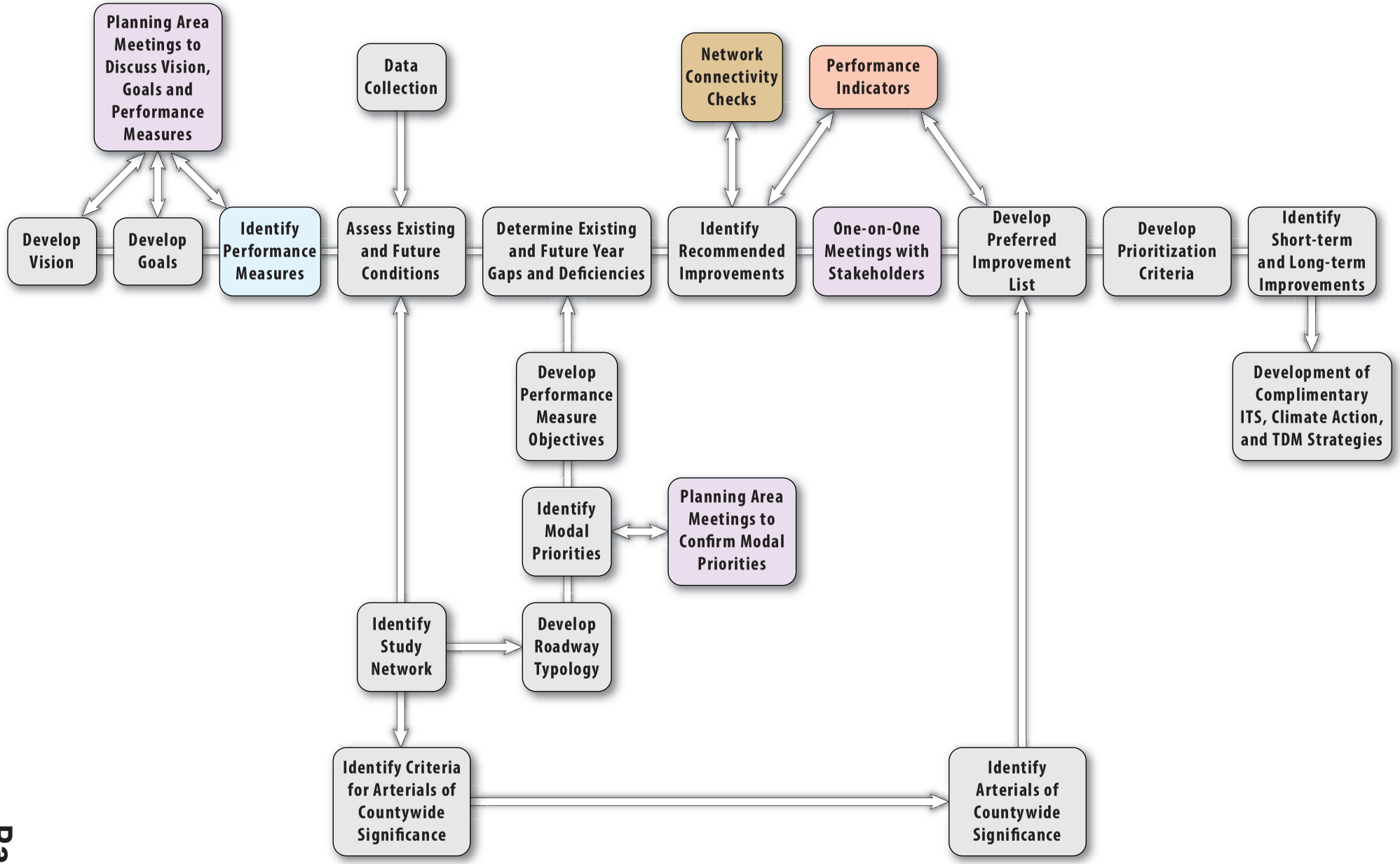


Figure 1

Alameda CTC Countywide Multimodal Arterial Plan Framework

UPCOMING TASKS

6. The performance objectives will be applied to the performance measure assessment of existing and future year transportation conditions to determine network gaps, deficiencies and needs.
7. Recommended multi-modal transportation improvements will be identified to adequately address short (2020) and long-term (2040) Study Network multimodal needs. Network connectivity checks will be conducted for each mode at this stage to ensure that identified recommended improvements provide an adequate and supportive network for all modes; connectivity checks will be performed as a mapping exercise that evaluates the transit infrastructure, pedestrian comfort, bicycle comfort and truck route accommodation measures for consistency across the respective modal networks. For Study Network segments with multiple modal priorities, preference for recommended improvements will be given to the top identified modal priority; additional improvements will be identified for other lower priority modes wherever possible.
8. The Consultant team will meet with each Alameda County jurisdiction and transit operators individually to review the recommended set of multi-modal transportation improvements; each jurisdiction will have the opportunity to review and refine the set of recommended improvements, which will lead to identifying the preferred set of improvements for the Arterials Network. Since the Arterial Network is the subset of the Study Network, the recommended improvements identified for the Arterial Network will be considered as the preferred set of improvements for the Arterial Network.
9. After preferred improvements are identified, the project team will utilize the following area-wide performance indicators to ensure that the list of identified preferred improvements achieves these various elements of the Plan's vision and goals and the results of these indicators will revise the list of preferred improvements as necessary:
    a. Equity: The benefit to Communities of Concern performance indicator ensures that recommended improvements are equitable throughout the County.
    b. Property value index: The property value index ensures that recommended improvements support a strong economy.
    c. Demand for active transportation: The demand for active transportation performance indicator will identify the potential mode shift to active transportation modes.

d. VMT per capita and GHG per capita performance indicators: The VMT and GHG per capita indicators will help ensure that recommended improvements have a positive impact on emissions throughout the County.

10. Prioritization criteria[3] will be developed in coordination with stakeholders to prioritize the list of preferred short and long-term improvements to be included in the Final Multimodal Arterial Plan.
11. The project team will develop a set of ITS, climate action, and TDM strategies that are complimentary to the list of preferred short and long-term improvements.

As shown in **Figure 1** and described above, performance measures and objectives play a critical role in developing the Plan and identifying the preferred set of short and long-term improvements.

APPROVED PERFORMANCE MEASURES

The approved performance measures to be utilized as part of the Alameda Countywide Multimodal Arterial Plan development are listed in the **Appendix A**. Performance measures will be applied to assess existing and/or future year transportation conditions. These measures also include area-wide performance indicators (non-auto mode share, benefit to Communities of Concern, demand for active transportation, VMT and GHG per capita). These indicators by themselves do not evaluate existing or future conditions to identify gaps or deficiencies, but provide an evaluation of the network or facility for a comparative assessment of the proposed improvements against the Plan's vision and goals. Therefore, these area-wide indicators will be generally applied after preferred short- and long-term improvements are identified for the Arterial Network to evaluate and to ensure that the preferred improvements achieve the Plan's vision and goals. Similarly, facility-specific performance indicators such as operating cost effectiveness, implementation challenge score and property value index will be applied after short- and long-term improvements are identified.

The performance measures table in the **Appendix A** also lists the goal that each measure or indicator addresses, if the measure is a facility-specific or area-wide application, and whether the measure or indicator applies to either existing conditions, future year conditions or both. Arterial corridor performance measure results will be derived from the study segment results along the

[3] Short and long-term improvement prioritization criteria will be developed and presented to stakeholders later in the Plan development process. All stakeholders will have an opportunity to review and provide feedback on the prioritization criteria before the criteria are finalized.

corridor; for example, automobile congested speed at the corridor level will be estimated by calculating the average (weighted by volume) congested speed from all the individual study segments that are within the corridor limits.

PROPOSED PERFORMANCE OBJECTIVES

As previously mentioned, modal priorities will inform the performance objectives as different modal priorities can potentially result in different objectives to determine if an arterial study segment is performing adequately to suit the multimodal needs. A particular objective identified for a performance measure related to a mode is the minimum threshold that needs to be met for that measure if that particular mode has the priority on that arterial segment. For example, the Bicycle Comfort Index identifies four different ratings, ranging from Level of Traffic Stress 1 (LTS1) to LTS4 (LTS1 representing "Very Good" comfort level for cyclists). If a Study Network segment is identified as having a bicycle modal priority, the performance measure objective would be to achieve an LTS1 (Very Good) or LTS2 (Good) rating. If the segment is not identified as having a bicycle modal priority, a Bicycle Comfort Index performance objective does not apply and therefore it's assumed that any rating - LTS1, LTS2, LTS3 or LTS4 - is adequate for that specific segment.

Table 2 presents the proposed performance objectives for performance measures that are facility-specific and apply to existing conditions. Performance measures for no objectives were developed are included in the next section of this memo. In order to have a comparable rating system, the scores were translated into an equivalent qualitative rating scale (e.g., very good, good, poor, etc.) for several performance measures. Performance objectives are identified for measures that directly assess the built environment and planning level operations at the facility-specific scale, and thus provide the direct assessment of a roadway facility on Study Network multimodal gaps and needs. The following are those measures, and are related to the "Multimodal" goal.

- 1.1A – Congested Speed
- 1.1B – Reliability
- 1.2A – Transit Travel Speed
- 1.2B – Transit Reliability
- 1.2C – Transit Infrastructure Index
- 1.3 – Pedestrian Comfort Index
- 1.4 – Bicycle Comfort Index
- 1.5 – Truck Route Accommodation Index
- 1.7 – Pavement Condition Index

TABLE 2
MULTIMODAL ARTERIAL PLAN PERFORMANCE OBJECTIVES

Performance Measure	Application	Modal Objectives[1]				
		Autos	Transit	Pedestrian	Bicycle	Trucks
1.1A – Congested Speed	Facility-Specific Measure, Existing and Future Conditions	Greater than 40% of Posted Speed Limit	Greater than 40% of Posted Speed Limit	*	*	Greater than 40% of Posted Speed Limit
1.1B – Reliability	Facility-Specific Measure, Existing and Future Conditions	Reliable	*	*	*	Reliable
1.2A – Transit Travel Speed	Facility-Specific Measure, Existing and Future Conditions	*	Greater than 50% of the Auto Congested Speed (Measure 1.1A)	*	*	*
1.2B – Transit Reliability	Facility-Specific Measure, Existing and Future Conditions	*	Greater than 0.4 *(PM peak hour-to-non-peak hour transit speed ratio)*	*	*	*
1.2C – Transit Infrastructure Index	Facility-Specific Measure, Existing and Future Conditions	*	Good or Very Good	*	*	*
1.3 – Pedestrian Comfort Index	Facility-Specific Measure, Existing and Future Conditions	**	Fair, Good or Very Good	Good or Very Good	*	*
1.4 – Bicycle Comfort Index	Facility-Specific Measure, Existing and Future Conditions	**	*	*	Good or Very Good	*

TABLE 2
MULTIMODAL ARTERIAL PLAN PERFORMANCE OBJECTIVES

Performance Measure	Application	Modal Objectives[1]				
		Autos	Transit	Pedestrian	Bicycle	Trucks
1.5 – Truck Route Accommodation Index	Facility-Specific Measure, Existing and Future Conditions	*	*	*	*	Very Good
1.7 – Pavement Condition Index	Facility-Specific Measure, Existing Conditions	Good or Very Good	Good or Very Good	Good or Very Good	Good or Very Good	Good or Very Good

Notes:
1. The asterisk (*) indicates that a performance objective is not applicable for that specific modal priority. Although a performance objective does not apply, it does not imply that the needs assessment will neglect recommended improvements that can better measure performance results and thus enhance the built environment for modes without applicable performance objectives.
2. The double asterisk (**) indicates that that a performance objective is not applicable for that specific modal priority. In addition, sidewalk width reduction or bicycle facility removal will not be considered along auto priority Study Network segments even to meet the set thresholds.,

Source: Fehr & Peers, 2015.

EXCEPTIONS FOR IDENTIFYING PERFORMANCE OBJECTIVES

In addition to the facility-specific performance measures, there are a number of performance indicators that, as illustrated in **Figure 1**, will be used later in the project to assure that project vision and goals are met. ***Performance indicators by themselves do not evaluate existing or future conditions to identify a gap or deficiency, but provide a measurement of the network or facility for a comparative assessment of the proposed improvements against the existing conditions.*** Therefore, identifying objectives for indicators are not applicable and therefore not proposed. Similarly, performance objectives are not identified for the network connectivity measures, coordinated technology or collision rates. Network connectivity measure will be conducted as a mapping exercise that evaluates the transit infrastructure, pedestrian comfort, bicycle comfort and truck route accommodation measures for consistency across the respective modal networks. The coordinated technology measure provides an inventory of available and proposed ITS infrastructure along the Study Network, coordinated technology results will be used to inform ITS improvements and strategies recommended as part of the Plan. Collision rates provide a facility-specific assessment of exiting conditions and the results will potentially be used to prioritize short and long-term improvements later in the Plan development process. The following are the indicators and measures for which identifying objectives is not applicable:

- 1.6 – Enhanced Mobility
- 2.1 – Benefit to Communities of Concern
- 3.1 – Transit Connectivity
- 3.2 – Pedestrian Connectivity
- 3.3 – Bicycle Connectivity
- 3.4 – Network Connectivity
- 4.1 – Operating Cost Effectiveness
- 4.2 – Implementation Challenge Score
- 4.3 - Coordinated Technology
- 4.4 – Property Value Index
- 5.1 – Collision Rates
- 5.2 – Demand for Active Transportation

All stakeholders will have an opportunity to review and refine the performance objectives, in addition to the modal priorities along the Study Network. Jurisdictions will also be given the opportunity to coordinate with neighboring jurisdictions and transit agencies on modal priorities along multi-jurisdictional routes at the second set of Planning Area meetings during the week of April 20, 2015.

BASIS FOR PERFORMANCE OBJECTIVES

Jurisdictions within Alameda County generally do not have adopted performance objectives for the approved performance measures listed in **Table 2**. As a result, the consultant team based performance objectives on previous planning projects that utilized similar measures; if reference projects were not applicable the consultant team applied relevant research to identify appropriate objectives. The basis for each performance objective is described below.

1.1A – Automobile Congested Speed

Automobile congested travel speed will be estimated for Existing and Future Year PM Peak hour conditions. The *2014 Level of Service Monitoring Report* (Alameda CTC, November 2014) applies the HCM 2000 arterial LOS methodology to assess CMP-arterial segment LOS during the PM peak hour. The methodology's LOS thresholds are shown in **Table 3**. According to the methodology, an average speed that is generally greater than 40% of the typical free flow speed corresponds to LOS D or better conditions. Based on this assessment, *the automobile congested speed performance objective is proposed to be greater than 40% of the posted speed limit*. This objective applies to auto and truck priority corridors only.

1.1B – Automobile Reliability

The automobile reliability measure is based on the PM peak hour volume-to-capacity (V/C) assessment, which corresponds to the following measure ratings:

- Reliable (V/C between 0 – 0.8)
- Less Reliable (V/C between 0.8 – 1.0)
- Unreliable (V/C greater than 1.0)

The 1994 HCM provides V/C LOS methodology for arterials; later versions of the HCM provide arterial segment LOS methodologies based on travel speed and not V/C ratio. Based on Table 7-1 in the 1994 HCM, a V/C ratio of 0.79 or lower corresponds to LOS D or better conditions along an arterial with four or more travel lanes. Based on this assessment, *the automobile reliability performance objective is proposed to be lower than a V/C ratio of 0.8, which generally corresponds to LOS D, which is identified to be of rating "Reliable"*. This objective applies to auto and truck priority corridors only.

TABLE 3
ARTERIAL LOS, HCM 2000

Arterial Class	I	II	III	IV
Range of Free Flow Speed (mph)	55 to 45	45 to 35	35 to 30	35 to 25
Typical Free Flow Speed (mph)	50	40	35	30
Level of Service	**Average Travel Speed (mph)**			
A	>42	>35	>30	>25
B	>34-42	>28-35	>24-30	>19-25
C	>27-34	>22-28	>18-24	>13-19
D	>21-27	>17-22	>14-18	>9-13
E	>16-21	>13-17	>10-14	>7-9
F	≤16	≤13	≤10	≤7

Source: Exhibit 15-2, HCM 2000.

1.2A Transit Travel Speed

Transit travel speed will be estimated for Existing and Future Year PM Peak hour conditions utilizing data provided by transit agencies. The *Transit Capacity and Quality of Service Manual* (TCQSM, TRB, 3rd Edition, 2013) was reviewed for applicable performance objectives related to transit speed. No applicable performance objective was identified in the TCQSM. According to the *2013 Public Transportation Fact Book* (APTA, 2013), the national average speed for all roadway transit modes was about 14 mph in 2011. Given that the Bay Area region is generally considered to have some of the worst traffic congestion compared to other metropolitan regions in the country, it is reasonable to assume that the Bay Area transit speed is below the national average of 14 mph. According to the *2014 Level of Service Monitoring Report* (Alameda CTC, November 2014), the average vehicle travel speed along CMP Tier 1 arterial segments was roughly 20 mph network wide, Using available sources of transit and vehicle travel speed data, *a performance objective that transit travel speed is at least 50% of the auto congested speed* (measure 1.1A) was assumed to be adequate. This objective applies to transit priority corridors only.

1.2B Transit Reliability

The transit reliability metric is estimated by comparing PM peak hour transit travel speed to non-peak hour speed based on data provided by transit agencies. The *Transit Capacity and Quality of Service Manual* (TCQSM, TRB, 3rd Edition) was reviewed for applicable performance objectives related to transit reliability, which for this plan is defined as the PM peak hour-to-non-peak hour transit speed ratio. No applicable performance objective was identified in the TCQSM. Instead, the project team proposes *a performance objective that transit reliability should be greater than a PM peak hour-to-non-peak hour transit speed ratio of 0.4*. This objective is based on the objective for measure 1.1A – auto congested speed, which has an objective of congested PM peak hour automobile speed being greater than 40% of the posted speed limit. This objective applies to transit priority corridors only.

1.2C Transit Infrastructure Index

The transit infrastructure index score is based on the following factors: bus stop amenities, bus stop location, and bus stop design. The measure applies a 10-point scoring system that corresponds to the following rating:

- 0 – 5 points = Poor
- 6 – 7 points = Good
- 8 – 10 points = Very Good

The proposed transit infrastructure index objective is based on previous planning projects that utilized a similar measure. For example, Fehr & Peers is currently part of the team developing the *Ashland-Cherryland Business District Specific Plan* in unincorporated Alameda County. Fehr & Peers applied a similar multi-modal performance measure for the specific plan development in which *the objective was to achieve a rating of "Good" or "Very Good" (at least 6 out of 10 on the scoring system)* along the E. 14th Street/Mission Boulevard transit corridor. The same performance objective is proposed for the Multimodal Arterial Plan development for the transit priority corridors.

1.3 Pedestrian Comfort Index

The pedestrian comfort index score is based on factors such as sidewalk width, presence of buffer between sidewalk and roadway, average crosswalk spacing, roadway classification, and percent heavy vehicle traffic. The measure applies a 24-point scoring system that corresponds to the following rating:

- 0 – 7 points = Poor
- 8 – 14 points = Fair
- 15 – 20 points = Good
- 21 – 24 points = Very Good

The proposed pedestrian comfort index objective is based on previous planning projects that utilized a similar measure. As previously mentioned, Fehr & Peers is currently part of the consultant team developing the *Ashland-Cherryland Business District Specific Plan* in unincorporated Alameda County. Fehr & Peers applied a similar multi-modal performance measure for the specific plan development in which *the objective was to achieve a rating of "Good" or "Very Good" (at least 15 out of 24 on the scoring system)* along roadways within the plan area. The same performance objective is proposed for the Multimodal Arterial Plan development and applied to pedestrian priority segments only. A performance objective of "Fair", "Good" or "Very Good" (at least 8 out of 24 on the scoring system) rating is also proposed for transit priority corridors to achieve a minimum pedestrian design standard for transit patrons that walk to and from bus stops.

1.4 Bicycle Comfort Index

The bicycle comfort index is based on the Level of Traffic Stress (LTS) methodology (Mineta Transportation Institute, May 2012) that examines the characteristics of streets and how various aspects can cause stress on bicyclists and affect where they are likely to ride. LTS methodology classifies roadway segments into one of four levels of traffic stress, which are termed as LTS1 through LTS4. Groups of cyclists are categorized by how much stress they will tolerate in different environments:

- LTS1: most children can tolerate and feel safe while bicycling.
- LTS2: the mainstream adult population will tolerate and feel safe while bicycling.
- LTS3: cyclists who are considered "enthused and confident" but still prefer having their own dedicated space for riding will tolerate and feel safe while bicycling.
- LTS4: a level tolerated only by those characterized as "strong and fearless", which comprises just 0.5 percent of the population. The high-stress streets that LTS4 groups will ride are those with high speed limits, multiple travel lanes, limited or non-existent bike lanes and signage, and large distances to cross at intersections.

For simplicity, the LTS results correspond to the following rating:

- LTS1 = Very Good
- LTS2 = Good
- LTS3 = Fair
- LTS4 = Poor

The proposed bicycle comfort index objective is based on previous planning projects that utilized a similar measure. As previously mentioned, Fehr & Peers is currently part of the consultant team developing the *Ashland-Cherryland Business District Specific Plan* in unincorporated Alameda County. Fehr & Peers applied a similar multi-modal performance measure for the specific plan development in which *the objective was to achieve a rating of "Good" or "Very Good"* along roadways within the plan area. The "Good" or "Very Good" rating corresponds to an LTS2 or LTS1 score, respectively. A "Good" (LTS2) rating implies that the mainstream adult population can tolerate the design of the facility and feel safe while bicycling, a "Very Good" (LTS1) rating implies that most children can tolerate the design of the facility and feel safe while bicycling. The same performance objective is proposed for the Multimodal Arterial Plan development and applied to bicycle priority segments only.

1.5 Truck Route Accommodation Index

The truck route accommodation index score is based on curb lane width; additional consideration for on-street parking will be made only in urban contexts where many businesses are expected to load from the street. The measure applies a four-point scoring system that corresponds to the following rating scores:

- 0-1 point = Poor
- 2 points = Good
- 3 - 4 points = Very Good

One point is assigned if curb lane width is 10 feet or less, two points are assigned if the curb lane width is 11 feet, three points are assigned if the curb lane width is 12 feet or greater. One point is assigned for roadways in urban areas that provide on-street parking; a negative point is assigned if on-street parking is not provided. Performance measures similar to the truck route accommodation index have not been applied in other similar planning studies throughout the County; therefore relevant performance objectives are not available.

According to *A Policy on Geometric Design of Highways and Streets* (AASHTO, 2011), the recommended travel lane width ranges between 10 and 12 feet (not including curb, shoulder or on-street parking) for arterials in urban environments. The narrower the lane width, the higher the probability that trucks will off-track into adjacent lane or shoulder. Based on this logic, *a curb lane width of 12 feet or greater is preferred for the majority of truck routes, which corresponds to a "Very Good" rating applying the truck route accommodation index*. This objective applies to truck priority corridors only.

1.7 Pavement Condition Index

The pavement condition index (PCI) is used to describe the general condition of pavement on a 0 to 100 point scale. The Metropolitan Transportation Commission (MTC) maintains a PCI database for the Bay Area region and categorizes PCI using thresholds that were consolidated for use on the Multimodal Arterial Plan as described below:

- PCI 0 – 49 = Poor
- PCI 50 – 59 = At Risk
- PCI 60 – 79 = Good
- PCI 80 – 100 = Very Good

A PCI of 60 or higher is generally considered acceptable; therefore the *proposed performance objective is to achieve a "Good" or "Very Good" rating along all Study Network segments regardless of the modal priority*. The PCI performance objective also applies to pedestrian priority Study Network segments as the pavement condition provides a general indication of sidewalk conditions.

NEXT STEPS

The consultant team and Alameda CTC staff will present the draft performance objectives at the April 9, 2015 ACTAC meeting and at the second set of Planning Area meetings planned for the week of April 20, 2015 to seek input. Based upon comments received during this outreach, the objectives will be modified and brought to ACTAC and the Commission for approval in May 2015.

Attachments

Appendix A – Approved Multimodal Arterial Plan Performance Measures and Indicators

APPENDIX A

FEHR PEERS

APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
1. Multimodal	1.1 – Auto	1.1A – Congested Speed	Based on average PM peak hour congested speed.	Facility-Specific Measure, Existing and Future Conditions
		1.1B – Reliability	Based on PM peak hour volume-to-capacity ratio, categorized as: ▪ Reliable (V/C between 0 – 0.8) ▪ Less Reliable (V/C between 0.8 – 1.0) ▪ Unreliable (V/C greater than 1.0)	Facility-Specific Measure, Existing and Future Conditions
	1.2 – Transit	1.2A – Transit Travel Speed	Based on average PM peak hour transit travel speed provided by transit agencies that operate in the County.	Facility-Specific Measure, Existing and Future Conditions
		1.2B – Transit Reliability	Based on average PM peak hour transit travel speed to non-peak hour travel speed ratio. Measure to be provided by transit agencies that operate in the County.	Facility-Specific Measure, Existing and Future Conditions
		1.2C – Transit Infrastructure Index	Based on the following factors: ▪ Provided bus stop amenities ▪ Bus stop location ▪ Bus stop design The measure applies a 10-point scoring system that corresponds to the following rating: ▪ 0 – 5 points = Poor ▪ 6 – 7 points = Good ▪ 8 – 10 points = Very Good	Facility-Specific Measure, Existing and Future Conditions

FEHR PEERS

APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
	1.3 – Pedestrian	1.3 – Pedestrian Comfort Index	Based on the following factors: ▪ Sidewalk width ▪ Presence of buffer between sidewalk and roadway ▪ Average crosswalk spacing ▪ Roadway classification, average daily vehicle volume, number of travel lanes and speed limit ▪ Percent heavy vehicle traffic The measure applies a 24-point scoring system that corresponds to the following rating: ▪ 0 – 7 points = Poor ▪ 8 – 14 points = Fair ▪ 15 – 20 points = Good ▪ 21 – 24 points = Very Good	Facility-Specific Measure, Existing and Future Conditions
	1.4 – Bicycle	1.4 – Bicycle Comfort Index	Application of the Level of Traffic Stress (LTS) methodology, which is based on the type of bicycle facility provided and separation from vehicle travel lanes. LTS methodology classifies roadway segments into one of four levels of traffic stress, which are termed as LTS1 through LTS4. Groups of cyclists are categorized by how much stress they will tolerate in different environments. For simplicity, the LTS results correspond to the following rating: ▪ LTS4 = Poor ▪ LTS3 = Fair ▪ LTS2 = Good ▪ LTS1 = Very Good	Facility-Specific Measure, Existing and Future Conditions

FEHR PEERS

APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
	1.5 – Trucks/ Goods Movement	1.5 – Truck Route Accommodation Index	Based on curb-lane width. Additional consideration for on-street parking; on-street parking will be considered only in urban contexts where many businesses are expected to load from the street. The measure applies a four-point scoring system that corresponds to the following rating: ▪ 0-1 point = Poor ▪ 2 points = Good ▪ 3-4 points = Very Good One point is assigned if curb lane width is 10 feet or less, two points are assigned if the curb lane width is 11 feet, three points are assigned if the curb lane width is 12 feet or greater. One point is assigned for roadways in urban areas that provide on-street parking; a negative point is assigned if on-street parking is not provided.	Facility-Specific Measure, Existing and Future Conditions
	1.6 – Enhanced Mobility	1.6 – Non-Auto Transportation Mode Share	Qualitative assessment of cross-sectional improvements on likelihood of changes to transit, pedestrian, and bicycle travel (proxy for person throughput).	Area-Wide Indicator, Existing, Future Conditions
	1.7 State of Good Repair	1.7 Pavement Condition Index (PCI)	Based on the PCI data obtained from the MTC StreetSaver database. The PCI measure applies a 100-point scoring system that corresponds to the following rating: ▪ PCI 0 – 49 = Poor ▪ PCI 50 – 59 = At Risk ▪ PCI 60 – 79 = Good ▪ PCI 80 – 100 = Very Good	Facility-Specific Measure, Existing Conditions

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APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
2. Accessible and Equitable[2]	2.1 – Social Equity	2.1 – Benefit to Communities of Concern	After the preferred list of short and long-term improvements is identified, a ratio will be estimated by dividing the number of arterial miles of identified improvements within Communities of Concern (COC) by the number arterial miles of all identified improvements benefiting each jurisdiction. For Transit, number of population benefitted within COC versus overall population benefitted in the County will be used.	Area-Wide Indicator, Future Conditions
3. Connected Across the County and Region	3.1 – Transit	3.1 – Transit Connectivity	Connectivity measures will be assessed through a mapping exercise. The transit, pedestrian, bicycle and truck networks will be mapped to identify gaps or inconsistencies in the networks. The pedestrian and bicycle assessment will include consideration of relative comfort. The truck network connectivity assessment will be coordinated with the Countywide Goods Movement Plan consultant team to ensure that identified truck network gaps and deficiencies are adequately addressed.	Area-Wide Measure, Existing and Future Conditions
	3.2 – Pedestrian	3.2 – Pedestrian Connectivity		Area-Wide Measure, Existing and Future Conditions
	3.3 – Bicycle	3.3 – Bicycle Connectivity		Area-Wide Measure, Existing and Future Conditions
	3.4 – Trucks	3.4 – Network Connectivity		Area-Wide Measure, Existing and Future Conditions

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APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
4. Efficient Use of Resources	4.1 – Efficient Use of Operations Funding	4.1 – Operating Cost Effectiveness	Based on the ratio of improvement costs to existing facility costs: ▪ Develop unit operating costs for cross-sectional elements, including maintenance costs ▪ Estimate operating costs to maintain existing cross-section (O_E) ▪ Estimate operating costs to maintain preferred cross-sectional improvements (O_P) ▪ Operating Cost Effectiveness = O_P/O_E	Facility-Specific Measure, Future Conditions
	4.2 – Implementation Challenge	4.2 – Implementation Challenge Score	Based on a zero to four point scale, zero being most feasible and four being the least feasible based on the following variables: ▪ Travel lane removal required (yes = 1 pt, no = 0 pts) ▪ Parking removal required (yes = 1 pt, no = 0 pts) ▪ Multi-jurisdiction coordination required (yes = 1 pt, no = 0 pts) ▪ Curb changes required (yes = 1 pt, no = 0 pts)	Facility-Specific Indicator, Future Conditions
	4.3 ITS Infrastructure	4.3 Coordinated Technology	Four-point scale (0 – 3) based on the level of ITS investment defined by built infrastructure. Consideration for coordination with adjacent jurisdictions and/or Caltrans, as applicable: ▪ 0: no ITS infrastructure ▪ 1: basic investment ITS network ▪ 2: medium investment ITS network ▪ 3: high investment ITS network	Facility-Specific Indicator, Existing and Future Conditions
	4.4 – Economic Benefits	4.4 – Property Value Index	Based on the change in residential and commercial property values influenced by transportation infrastructure improvements within the built environment.	Facility-Specific Indicator, Future Conditions

FEHR PEERS

APPROVED MULTIMODAL ARTERIAL PLAN PERFORMANCE MEASURES AND INDICATORS[1]

Goal	Category	Performance Measure	Evaluation Approach	Application
5. Safe, Healthy and Vibrant	5.1 – Safety	5.1 – Collision Rates	Collision rates based on the SWITRS database.	Facility-Specific Measure, Existing Conditions
	5.2 – Active Transportation Mode Share	5.2 – Demand for Active Transportation	Potential for mode shift (low, medium, high) based on demand for active transportation.	Area-Wide Indicator, Future Conditions
	5.3 – VMT	VMT per Capita	Based on VMT data from the Alameda CTC Travel Demand Model.	Area-wide Indicator, Existing and Future Conditions
	5.4 – GHG	GHG per Capita	Based on VMT data from the Alameda CTC Travel Demand Model.	Area-wide Indicator, Existing and Future Conditions

Notes:

1. More information is added to the Evaluation Approach to describe the scores. Performance measures are generally applied to assess existing and/or future year transportation conditions, performance indicators will generally be evaluated after preferred short and long-term improvements are identified to ensure that preferred improvements achieve the Plan's vision and goals.
2. Accessibility is a component of the Transit Infrastructure Index, Pedestrian Comfort Index and Bicycle Comfort Index.

Source: *Alameda Countywide Multimodal Arterial Plan – Performance Measure and Evaluation Approach* Memo, Fehr & Peers, January 22, 2015.

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DATE:	April 6, 2015
SUBJECT:	Measure BB Master Programs Funding Agreements with Direct Local Distribution Funds Recipients
RECOMMENDATION:	Authorize the executive director to execute Master Programs Funding Agreements with Measure BB direct local distribution fund recipients.

Summary

On November 4, 2014, Alameda County voters approved the 2014 Transportation Expenditure Plan (TEP), Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one-half percent to fund projects and programs. The 2014 TEP includes two types of distributions: 1) Direct fund disbursements to recipients known as Direct Local Distributions (DLD) and 2) fund reimbursements after work is performed. Revenue collection for Measure BB will commence on April 1, 2015. The first DLD payments are expected in the June/July timeframe shortly after the Alameda CTC receives the first revenues from the Board of Equalization (BOE). The DLD funds account for 53.55% of the total net revenues. In order to receive Measure BB DLD funds, recipients must enter into a Master Programs Funding Agreement (MPFA) with the Alameda CTC.

Staff recommends the Commission authorize the Executive Director or his designee to enter into MPFA's with the twenty eligible DLD fund recipients. Once executed, the MPFA will enable the flow of funds as soon as funds are received by the Alameda CTC from the BOE.

Background

On November 4, 2014, Alameda County voters approved Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one- half percent to fund projects and programs included in the 2014 TEP. Revenue collection will begin April 1, 2015 and the first receipts from the California BOE are expected by the end of June 2015. The 2014 TEP, which guides the expenditures of Measure BB, requires that each fund recipient enter into a MPFA with the Alameda CTC to define the roles and responsibilities related to the expenditure of Measure BB sales tax revenues.

The 2014 TEP includes two types of distributions: 1) direct disbursements to recipients as a percentage of net revenues, and 2) payments made on a reimbursement basis after work is performed. The Measure BB MPFA delineates only the requirements of the direct disbursements or DLD funds. Projects and Programs managed on a reimbursement basis will

be addressed in separate agreements. The DLD funds account for 53.55% of the total net revenues and will fund the four investment categories summarized in Table A.

TABLE A: MEASURE BB DLD INVESTMENT SUMMARY

Investment Category	Program
Transit: Operations, Maintenance and Safety Program (OMSP)	AC Transit OMSP (18.8%)
	Altamont Commuter Express (ACE) OMSP (1.0%)
	San Francisco Bay Area Rapid Transit (BART) Maintenance OMSP (0.5%)
	San Francisco Bay Area Water Emergency Transportation Authority (WETA) OMSP(0.5%)
	Livermore Amador Valley Transit Authority (LAVTA) OMSP(0.5%)
	Union City Transit OMSP (0.25%)
Affordable Transit for Seniors and People with Disabilities (Paratransit)	City-based and Locally Mandated (3.0%)
	East Bay Paratransit Consortium– AC Transit (4.5%)
	East Bay Paratransit Consortium – BART (1.5%)
Direct Allocation to Cities and County (Local Streets and Roads)	Local streets maintenance and safety program (20.0%)
Bicycle and Pedestrian Infrastructure and Safety	Bicycle and pedestrian direct allocation to cities and Alameda County (3.0%)

Note: Percentages shown represent percentage of the total net revenues.

On February 26, 2015, the Commission reviewed and approved the draft MPFA as presented by staff. The approved MPFA authorizes the distributions of Measure BB DLD funding collected from April 1, 2015 through June 30, 2016, unless amended or a new MPFA is executed. It is important to note the 2014 TEP identifies criteria that will require the development of specific policies and procedures to implement. Examples of these criteria include local contracting, performance based measurements, distribution formulas, and geographical equity formulas. The Measure BB MPFA will serve as the initial master agreement to disburse Measure BB DLD funds for the initial period from the first disbursements until June 30, 2016. This initial period will allow staff time to develop the necessary policies and procedures for long term implementation of Measure BB DLD funds following the initial period.

No changes or comments were received regarding the draft MPFA presented in February 2015. Staff recommends the Commission authorize the Executive Director or his designee to enter into MPFA's with eligible Measure BB DLD fund recipients to permit the flow of funds as soon as they are received by the Alameda CTC from the California BOE.

Fiscal Impact: There is no significant fiscal impact expected as a result of the recommended action. The recommended action will allow for agreements to be executed that will govern the disbursements of Direct Local Distributions authorized by Measure BB.

Staff Contacts

James O'Brien, Project Controls Team

John Nguyen, Senior Transportation Planner

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DATE:	April 6, 2015
SUBJECT:	City of Oakland Request for $39.2 Million of Measure BB Funds
RECOMMENDATION:	Consider the City of Oakland's request for $39.2 million of Measure BB funds to be programmed in FY 15-16.

Summary

The passage of Measure BB in November 2014 will result in the collection of a new countywide sales tax effective April 1, 2015. On March 26, 2015, the Alameda County Transportation Commission approved a FY 15-16 Measure BB 2-Year Allocation Plan representing the initial allocations of Measure BB funding for certain projects and programs included in the 2014 Transportation Expenditure Plan (TEP).

During the same meeting and prior to the Commission approval of the Measure BB 2-Year Allocation Plan, the Commission discussed a letter from the City of Oakland, dated March 24, 2015, (Attachment A) that was provided to the Commission at the meeting requesting approval of $39.2 million for three projects in addition to those identified in the FY 15-16 Measure BB 2-Year Allocation Plan. A staff response letter to the City of Oakland's request was also submitted to the Commission (Attachment B).

The Commission took action directing staff to bring both letters to the Alameda County Technical Advisory Committee (ACTAC) and through the Alameda CTC Programs and Projects Committee (PPC) for discussion and a recommendation to the Commission at its April meeting.

Discussion

Per direction of the Commission, the City of Oakland's letter and the Alameda CTC response letter will be presented at the April 9, 2015 ACTAC meeting for discussion/action. The letters will also be presented at the April 13, 2015, PPC meeting for discussion/action. In addition, the City of Oakland, the Port of Oakland and Alameda CTC have a meeting scheduled to discuss the project requests on April 8. The outcomes of this meeting will also be presented at the ACTAC and PPC meetings.

Fiscal Impact: Unknown.

Attachments

A. City of Oakland Letter Requesting $39.2 Million in Measure BB funds
B. Alameda CTC staff response to City of Oakland letter

Staff Contact

Tess Lengyel, Deputy Director of Planning and Policy

James O'Brien, Project Controls Team

CITY OF OAKLAND

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Office of the Mayor
Honorable Libby Schaaf

(510) 238-3141
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TDD (510) 238-3254

March 24, 2015

Mr. Art Dao, PE
Executive Director
Alameda County Transportation Commission
1111 Broadway, Suite 800
Oakland, CA 94607

Dear Mr. Dao,

On behalf of the City of Oakland, we are requesting amendments to the initial allocation of Measure BB funding for projects included in the 2014 Transportation Expenditure Plan (TEP).

Specifically, Oakland requests that three changes be taken up by the Commission on Thursday, March 26. Oakland requests that Alameda CTC:

1. Add a $1M allocation to the Port of Oakland for Scoping and PE/Environmental activities related to the 7th St. Grade Separation West;
2. Add a $200,000 allocation for Scoping for the Coliseum BART Area project, which is named as a preliminary allocation of North County funds from the Community Development Investment BB funds; and
3. Program $38M to the Oakland Army Base (OAB) for OAB Streets and Roadways and associated transportation infrastructure. The OAB project has a particularly urgent need for an immediate funding commitment.

   Because of the urgency and the "shovel readiness" of this regionally-important goods movement project, this early commitment would be of great benefit to completing the OAB project and would provide ACTC with some very early and visible Measure BB implementation successes.

   Please note that these funds need not be allocated in this fiscal year, as the funding commitment could potentially be financed and reimbursed from the cash flow of future Measure BB funding.

As background, the City and Port of Oakland have developed the attached a matrix which provides updated project phase and costs information. If you have any questions, you can contact either one of us, or work directly with Matthew Nichols, who is Mayor Schaaf's new Policy Director for Infrastructure and Transportation at (510) 238-7608.

Sincerely,

Libby Schaaf
Mayor

Rebecca Kaplan
Vice-Mayor

Enclosures

Cc: Matthew Nichols, City of Oakland Mayor's Office
John L. Flores, Interim City Administrator
Bruce Williams, City of Oakland, Senior Transportation Planner
Douglas Cole, OAB Project Manager III
Phil Tagami, OAB City Agent
Chris Lytle, Port of Oakland

ALAMEDA County Transportation Commission

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

March 25, 2015

Dear Mayor Schaff and Vice Mayor Kaplan:

Thank you for your letter dated March 24, 2015, requesting Alameda CTC to take action at its March 26th Commission meeting to allocate funds for the Port of Oakland 7th Street Grade Separation ($1 million), Coliseum BART Area project ($200,000), and to program funding for the Oakland Army Base Streets and Roadways ($38 million).

Alameda CTC recognizes the importance of each of these major projects for both regional and local transportation circulation, efficiency and improvements to the goods movement system and is committed to supporting delivery of these projects during the course of Measure BB implementation. The 2014 Transportation Expenditure Plan (TEP) includes $161 million for direct Port related improvements and $300 million for Community Investments, such as the Coliseum BART project.

Collection of the Measure BB funds begins on April 1, 2015, and availability is expected in August. The Commission has been diligently working on an expedited process to allocate funds to cities, the county and transit operators (direct local distribution funds), as well as to initiate projects in the TEP beginning this summer.

The Commission has established a project funding process that honors the accountability requirements established in the 2014 TEP. For all projects, we require critical project development information, including a well-defined implementation plan that specifies a clear scope definition (including project limits and components) of the Measure BB funded project portion within the overall project including elements funded by non-Measure BB sources. Projects must have a detailed schedule by phase and a cost/funding summary by phase which delineates the Measure BB funded portions of the project. Understanding the relationship of the Measure BB funded elements to the overall project allows the Alameda CTC to pin down the timing of the Measure BB funding

needs which is essential to managing the Measure BB Program from a financial perspective. Absent this information, the Commission does not have the basis to make funding decisions and to ensure that all projects can move forward over time. Project submissions will be requested beginning June 2015.

Alameda CTC is committed to delivering all projects in the 2014 TEP and continues to work closely with all cities, the county and transit operators to deliver projects to the public. As the first dollars of Measure BB funding are allocated for public investments this summer, Alameda CTC and its partners must perform their respective due diligence in providing clearly defined information that allows the Commission to make funding decisions on taxpayers dollars that are based on sound technical development and analysis. In addition, the Commission needs to be able to understand the full cash flow needs of all projects in the TEP.

Alameda CTC is committed to your projects and is eager to move the full suite of investments in the TEP forward. We look forward to working closely with you on project development and implementation of these important projects and seek your project implementation information in June 2015 to allow these projects to flow into future funding recommendations.

If you have any questions, please feel free to contact me at 510-208-7400.

Sincerely,

Arthur L. Dao
Executive Director

cc: Chair Scott Haggerty, Alameda CTC Commission
Alameda CTC Commissioners
Matthew Nichols, City of Oakland Mayor's Office
John L. Flores, Interim City Administrator
Bruce Williams, City of Oakland, Senior Transportation Planner
Douglas Cole, OAB Project Manager III
Phil Tagami, OAB City Agent
Chris Lytle, Port of Oakland

ALAMEDA County Transportation Commission
1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE:	April 6, 2015
SUBJECT:	Alameda CTC Transportation Fund for Clean Air (TFCA) FY 2015-16 Program Guidelines
RECOMMENDATION:	Approve the FY 2015-16 Alameda CTC TFCA Program Guidelines.

Summary

TFCA funding is generated by a vehicle registration fee collected by the Bay Area Air Quality Management District (Air District) to fund eligible projects that result in the reduction of motor vehicle emissions. The Alameda CTC's TFCA Program Guidelines are reviewed annually and were last approved by the Commission in March 2014. The recommended updates to the Alameda CTC FY 2015-16 TFCA Program Guidelines (Attachment A) conform to the Air District Board-adopted FY 2015-16 TFCA County Program Manager Fund Policies (Attachment B), reflect Air District guidance and include provisions specific to the administration of Alameda County's TFCA program.

Background

TFCA funding is generated by a $4 vehicle registration fee collected by the Air District. Eligible projects are intended to result in the reduction of motor vehicle emissions and to achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations. Projects typically funded with TFCA include shuttles, bicycle lanes and lockers, signal timing and trip reduction programs. As the TFCA Program Manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the revenue generated in Alameda County for this program, with the remaining 60 percent programmed directly by the Air District. Five percent of the revenue for the county program is set aside for the Alameda CTC's administration of the TFCA program. The Alameda CTC TFCA Program Guidelines (Guidelines) include a distribution formula through which 70 percent of the available funds are allocated to the cities/county based on population, with a minimum of $10,000 to each jurisdiction. The remaining 30 percent of the funds are allocated to transit-related projects on a discretionary basis. The total amount of available TFCA is required to be programmed annually. To help facilitate the programming of all available funds, a jurisdiction may borrow against its projected future share in order to receive more funds in the current year.

TFCA County Program Managers are required to hold one or more public meetings each year to review the expenditure of revenues received and to adopt criteria for the expenditure of the funds. The FY 2015-16 TFCA Expenditure Plan Application identified $2.038 million in TFCA funding available for programming to projects and was approved by the Commission in February 2015. The FY 2015-16 TFCA Fund Estimate, provided as Attachment C, applies the distribution formula to this amount.

Projects proposed for TFCA funding are required to meet the requirements of the TFCA program, including the Air District TFCA County Program Manager Fund Policies (Air District Policies). The recommended Guidelines conform to the Air District Policies, reflect Air District guidance and include provisions specific to the administration of Alameda County's TFCA program. County-specific provisions include the TFCA distribution formula and timely use of funds milestones, which help ensure program compliance and timely project completion.

FY 2015-16 TFCA Program Updates

Edits and clarifications to the Alameda CTC Guidelines for FY 2015-16 include:

- A new section that provides attributes of cost-effective projects has been added to help project sponsors identify potential project for TFCA funding;
- Section V, program schedule, has been updated to reflect FY 2015-16 activities;
- Section X, project initiation milestone, has been updated to reflect that projects approved for FY 2015-16 funding must commence by the end of calendar year 2016; and
- Additional edits included throughout to facilitate program compliance and timely project delivery.

The Air District FY 2015-16 TFCA Policies include the following changes which affect the eligibility of certain project types and how they are evaluated for TFCA:

- For all shuttle operations projects: (1) TFCA-eligible service hours have been expanded from Air District-defined "peak commute" hours to any service hours that are cost-effective for TFCA, and (2) what constitutes ineligible "duplication of service" has been clarified;
- For existing shuttle operations projects: the cost-effectiveness threshold has been increased from $90,000/ton to $125,000/ton;
- For pilot shuttle operations: projects located in a Planned or Potential Priority Development Area (PDA) have a higher cost-effectiveness threshold of $500,000/ton and may receive a maximum of three years of TFCA Funds under the pilot designation;
- Bike share (Bay Area Bike Share) projects may apply for up to 5 years of operations funding;
- Cycle Tracks and separated bikeways have been added as an eligible project type within the bike facility category; and

- Clean-air vehicle purchase and alternative fuel infrastructure projects cannot receive both County and Regional TFCA funding for the same project.

Next Steps

The Commission-approved Guidelines will be included with the annual TFCA call for projects material, which is scheduled for release following the April 2015 Commission meeting. Applications will be due in late May 2015 and a program recommendation is scheduled for September 2015.

Fiscal Impact: There is no significant fiscal impact expected as a result of the recommended action.

Attachments

A. Alameda CTC FY 2015-16 TFCA County Program Manager Fund Guidelines

B. Air District FY 2015-16 TFCA County Program Manager Fund Policies

C. Alameda CTC FY 2015-16 TFCA Fund Estimate

Staff Contacts

James O'Brien, Project Controls Team

Jacki Taylor, Program Analyst

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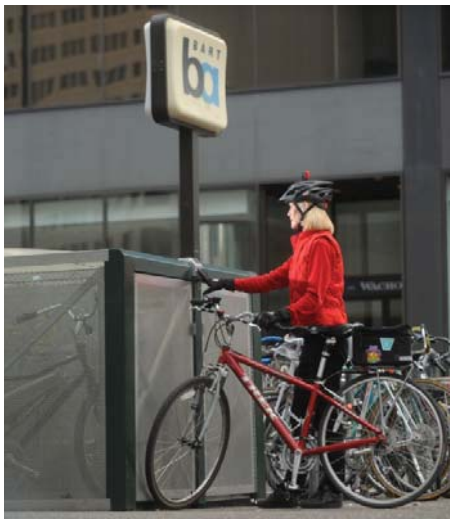

ALAMEDA COUNTY TRANSPORTATION COMMISSION

TRANSPORTATION FUND FOR CLEAN AIR COUNTY PROGRAM MANAGER FUND

FY2015-16 PROGRAM GUIDELINES

ALAMEDA COUNTY TRANSPORTATION COMMISSION

TRANSPORTATION FUND FOR CLEAN AIR (TFCA)
COUNTY PROGRAM MANAGER FUND

FY 2015-16 PROGRAM GUIDELINES

TABLE OF CONTETNTS

I. BACKGROUND

Pursuant to the 1988 California Clean Air Act, the Bay Area Air Quality Management District (Air District) is required to periodically adopt a Clean Air Plan (CAP), which describes how the region will work toward compliance with State and Federal ambient air quality standards and make progress on climate protection. To reduce emissions from motor vehicles, the CAP includes transportation control measures (TCMs) and mobile source measures (MSMs). A TCM is defined as any strategy to reduce vehicle trips, vehicle use, vehicle miles traveled, vehicle idling, or traffic congestion for the purpose of reducing motor vehicle emissions. MSMs encourage the retirement of older, more polluting vehicles and the introduction of newer, less polluting motor vehicle technologies.

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

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

AB 414 also adds a requirement that designated county program managers adopt criteria for the expenditure of the county subventions and to review the expenditure of the funds. The content of the criteria and the review were not specified in the bill. However, the Air District has specified that any criteria used by a Program Manager must allocate TFCA funding to projects that are: 1) eligible under the law, 2) reduce motor vehicle emissions, 3) implement the relevant Transportation Control Measures and/or Mobile Source Measures in the Air District's most recently approved CAP, and 4) are not planning or technical studies.

II. ELIGIBLE PROJECTS

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

Consistent with the project types authorized under the California Health and Safety Code (HSC) Section 44241, projects and programs eligible for TFCA funds include:

1. Implementation of rideshare programs;

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

The Air District annually adopts policies for the County Program Manager Fund. The current Air District policies, included as Appendix A, further define eligible projects and also establish criteria for calculating emissions reductions (i.e., TFCA cost-effectiveness). Projects that are authorized by HSC Section 44241 and achieve TFCA cost-effectiveness, but do not fully meet the Air District's current TFCA policies are subject to Air District approval on a case-by-case basis.

TFCA funds may not be used for:

- Planning activities that are not directly related to the implementation of a specific project;
- The purchase of personal computing equipment for an individual's home use;
- Projects that provide a direct or indirect financial transit or rideshare subsidy for shuttle/feeder bus service exclusively for the grantee's employees; or
- Costs of developing TFCA grant applications.

III. TFCA COST EFFECTIVENESS

The Air District requires the evaluation of all proposed and completed projects for TFCA cost-effectiveness. The Alameda CTC will measure cost-effectiveness based on the ratio of the TFCA cost divided by the sum total tons of emissions (reactive organic gases (ROG),

oxides of nitrogen (NOx), and weighted particulate matter ten microns in diameter and smaller "PM_{10}") that are estimated to be reduced by the project. For the purpose of calculating the TFCA cost-effectiveness, the TFCA project cost is the sum of the requested TFCA County Program Manager Funds and any secured TFCA Regional Funds. Air District-generated forms are used to calculate a cost effectiveness result of $ TFCA/ton. The Alameda CTC will only approve projects with a TFCA cost effectiveness, on an individual project basis, that is equal to or less than either: (1) the standard threshold of $90,000 of TFCA funds per ton of total ROG, NOx and weighted PM_{10} emissions reduced ($/ton), or (2) another threshold as identified in the current Air District Policies, included as Appendix A, for a specific project type. Project sponsors are required to provide the data necessary to evaluate projects for TFCA cost-effectiveness. This may include, but is not limited to, transit ridership, verifiable survey data, bicycle counts, and results from comparable projects.

Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years, except for bike share projects, which are eligible to apply for a period of up to five (5) years. TFCA funding for additional years must be re-applied for and re-evaluated in subsequent funding cycles.

IV. ATTRIBUTES OF COST-EEFFECTIVE PROJECTS

The following attributes of cost-effective projects are provided by the Air District to help project sponsors identify successful candidate projects for TFCA funding:

- Project purchases or provides service using best available technology or cleanest vehicle (e.g., achieves significant petroleum reduction, utilizes vehicles that have 2010 and newer engines, is not a Family Emission Limit (FEL) engine, and/or have zero tailpipe emissions).
- Project is delivered or placed into service within one year and/or significantly in advance of regulatory changes (e.g., lower engine emission standards.).
- Project requests relatively low amount of TFCA funds; Grantee provides significant matching funds.

The following attributes are for specific project categories:

- For shuttle/feeder bus service and ridesharing projects:
    - Project provides service to relatively large % of riders/participants that otherwise would have driven alone over a long distance.
    - Shuttle provides "first and last mile" connection to between employers and transit.
    - Shuttle travels relatively short distances between start and end point/ and has relatively low mileageminimal amount of non-service milesShuttle operates on a route (service and non-service miles) that is relatively short in distance.
- For vehicle-based projects:
    - oVehicle has high operational use, annual mileage, and/or fuel consumption (e.g., taxis, transit fleets, utility vehicles).
- For arterial management and smart growth projects:
    - Pre- and post-project counts demonstrate high usage and potential to

affect mode or behavior shift that reduces emissions.

- Project demonstrates a strong potential to reduce motor vehicle trips by significantly improving mobility via walking, bicycling, and improving transit.
- Project is located along high volume transit corridors and/or is near major activity centers such as schools, transit centers, civic or retail centers.
- Project is associated with a multi-modal transit center, supports high-density mixed-use development or communities.

IV. GENERAL PROGRAM STRUCTURE

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

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

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

total project dollar invested for the project and the matching funds provided by the project sponsor.

- Relinquished funds from completed discretionary projects are returned to the 30% revenue for reprogramming in future funding cycles.
- The Commission may also program against future TFCA revenue for projects that are larger than the annual funds available.

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

V. PROGRAM SCHEDULE

Below is the schedule for the FY 2015-16 TFCA program:

February	Resolution adopted by Commission endorsing the programming of FY 2015-16 TFCA funds consistent with the TFCA Expenditure Plan Application.
March	Expenditure Plan Application due to Air District.
April	Annual review of Alameda County TFCA Program Guidelines by Commission. Alameda CTC will issue a call for projects.
May	Project applications and semi-annual project status reports for active projects due to Alameda CTC. Alameda CTC submits Semi-annual Report to Air District by May 31st.
July	Commission reviews summary of applications received.
September	Program approval by Commission.
September	For active projects, annual status reports due to Alameda CTC.
October	Draft fund-transfer agreements distributed. Alameda CTC submits Annual Report to Air District by October 31st.

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

VI. APPLICATION PROCESS

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

1. Partner Agencies/Organizations: If the project is sponsored by more than one agency, the applicant shall list the partner agencies, including the point of contact(s).
2. TFCA Funding Category: The applicant shall indicate whether the funds applied for are from the 70% city/county funds or the 30% transit discretionary funds. Project sponsors may choose to rollover their 70% funds to into a future fiscal year 70% allocation. Project sponsors may also request to reprogram any remaining TFCA funds from previous projects or allocations in their jurisdiction, to the proposed project.

3. Funding Sources/Budget: Applicants shall include a funding plan listing all funding sources and amounts (including regional 60% TFCA funds and unsecured funds) and reflects the total project cost by phase and cost type.
4. Schedule and Project Milestones: Applicants shall include the project schedule and applicable milestones.
5. Project Data: Applicants shall submit the requested project-related data, which is necessary to determine eligibility and calculate the estimated emissions reductions and cost-effectiveness.
6. Transportation Control Measures (TCM) and Mobile Source Measures (MSM): Applicants shall list the applicable TCMs and/or MSMs from the Air District's most recently approved Clean Air Plan.

VII. MONITORING REQUIREMENTS

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

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

Project sponsors requesting TFCA reimbursement for monitoring costs shall provide the estimated cost in the TFCA application. The cost of collecting data to fulfill the TFCA monitoring requirements may be considered an administrative project cost. Administrative project costs reimburseable by TFCA are limited to a total of 5% of the total TFCA funds received.

VIII. INSURANCE REQUIREMENTS

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

Verification of Coverage

Project Sponsors are required to provide certificates and/or other evidence of the insurance coverage prior to the execution of a fund-transfer agreement. Certificates of insurance are to identify the Alameda CTC as an additional insured. Project Sponsors shall continue to provide certificates and/or other evidence of the insurance coverage, as required, throughout the project period and until the project has been completed. Certificates, policies and other evidence provided shall specify that the Air District and Alameda CTC shall receive 30 days advanced notice of cancellation from the insurers.

Minimum Scope of Insurance

This section provides guidance on the insurance coverage and documentation typically required for TFCA Program Manager Fund projects. Note that the Air District and/or Alameda CTC reserve the right to require different types or levels of insurance for specific projects.

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

Acceptability of Insurers

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

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

Project/ Contract Activity	**Insurance Required**
• Vehicle Purchase and lease / Engine retrofits	• Automobile Liability and • Automobile Physical Damage
• Operation of shuttle services and vanpools	• Commercial General Liability, • Automobile Liability, • Automobile Physical Damage, and • Workers Compensation (shuttle services).
• Construction projects including: bicycle/pedestrian overpass; bicycle facilities including bike paths, lanes, routes and cycle tracks/separated bikeways; smart growth and traffic calming; and vehicle infrastructure.	• Commercial General Liability, • Automobile Liability and • Workers Compensation
• Bicycle lockers, racks and bike share programs • Arterial management and signal timing • Transit marketing programs • Ridesharing projects	• Commercial General Liability
• Guaranteed Ride Home programs • Transit pass subsidy or commute incentives	• None

IX. AGREEMENT, REPORTS AND AUDIT REQUIREMENTS

The Air District and the Alameda CTC annually enter into a "master" fund transfer agreement and the execution of this agreement constitutes final approval and obligation for the Air District to fund a project. Any project costs incurred prior to the execution of the annual "master" agreement will not be reimbursed.

Additionally, project sponsors must enter into a project-specific fund transfer agreement with the Alameda CTC. The fund transfer agreement includes a description of the project/program to be funded and specifies the terms and conditions for the expenditure of funds, including audit requirements. An executed agreement between the Alameda CTC and a project sponsor is required before any reimbursements will be made. The funding agreement between the Alameda CTC and project sponsor is to be executed within three months from the date the funding agreement is provided to the project sponsor. After the three month deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed.

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

Project sponsors must fulfill the funding agency credit requirements specified in the project-specific funding agreement, crediting both the Air District and Alameda CTC as funding agencies, and is to provide, upon request, documentation that such credit was given.

The Air District may conduct performance and fiscal audits of TFCA-funded projects to ensure that all TFCA funds have been spent in accordance with the applicable Air District TFCA County Program Manager Policies, included as Appendix A, and executed TFCA funding agreement. Project sponsors will, for the duration of the project/program, and for three (3) years following completion, make available to the Air District or to an independent auditor, all records relating to expenses incurred in implementing the projects.

X. TIMELY IMPLEMENTATION OF PROJECTS AND USE OF FUNDS

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

1. Within two months of receipt of funds from the Air District, the Alameda CTC will send out project-specific fund transfer agreements to project sponsors.
2. Project sponsors must execute a project-specific fund transfer agreement with the Alameda CTC within three months of receipt of the agreement from the Alameda CTC. The executed fund transfer agreement must contain an expenditure plan for implementation of the project. After the deadline has passed, any funding associated with an unexecuted fund transfer agreement may be considered unallocated and may be reprogrammed.
3. Project sponsors must initiate implementation of a project within three months of the date of receipt of the executed fund transfer agreement from the Alameda CTC, unless an extended schedule has been approved in advance by the Alameda CTC.

For the FY 2015-16 program, the Alameda CTC will not approve an extended schedule with a project start date beyond calendar year ~~2015~~ 2016.

4. Project sponsors must expend TFCA funding within two years from the date of the Alameda CTC's first receipt of the TFCA revenue from the Air District. The Alameda CTC may, if it finds that significant progress has been made on a project, approve no more than two one-year schedule extensions for a project. Additional schedule extension requests require approval from the Alameda CTC Commission and Air District Board.

5. Project sponsors must submit requests for reimbursement at least once every six months, but not more than once per month. Costs incurred within a fiscal year, defined as the period from July 1st to June 30th, are to be included in a reimbursement request submitted within two months after the end of the fiscal year in which the costs were incurred. All final requests for reimbursement are to be submitted no later than the submittal date of the Final Project Report.

6. Project sponsors must submit semi-annual progress reports within the period established by the Air District.

7. Project sponsors must submit required Final Project Reports (project monitoring reports) within three months of project completion or, as applicable, within three months after the post-project evaluation period as established in the project-specific fund transfer agreement.

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

XI. ELIGIBLE COSTS AND REIMBURSEMENTS

The date the annual "master" fund transfer agreement between the Air District and Alameda CTC is executed sets the date from which eligible project costs may be incurred. Project sponsors may only request reimbursement for eligible, documented project expenses after a project-specific fund transfer agreement with the Alameda CTC has been executed. All reimbursable project costs must be identified in the budget from the approved grant application and conform to the project scope included in the project expenditure plan of an executed project-specific fund transfer agreement. TFCA funds may be used for project implementation costs as follows:

- Project implementation costs are charges associated with implementing a specific TFCA-funded project, including:
    - Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to implementation of the TFCA project,
    - Shuttle driver labor and equipment maintenance costs,
    - Capital costs, including equipment, procurement and installation,

- Operator or personnel training directly related to project implementation,
- Contractor/vendor labor charges related to the TFCA project,
- Travel, and training and associated personnel costs that are directly related to the implementation of the TFCA-funded project (e.g., the cost of training mechanics to service TFCA-funded natural gas clean air vehicles),
- Indirect costs associated with implementing the project, including reasonable overhead costs (supported by a federally-approved Indirect Cost Allocation Plan (ICAP), incurred to provide a physical place of work (e.g., rent, utilities, office supplies), general support services (e.g., payroll, reproduction) and managerial oversight, and
- Sponsor may choose not to charge any indirect costs to a TFCA project.

- Project administration costs include invoicing and reporting activities related to the administration of the TFCA funding may be considered eligible for reimbursement on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application and the costs are identified in the expenditure plan of the executed project-specific fund transfer agreement. Reimbursable administrative project costs are limited to a maximum of 5% of the total TFCA reimbursed per project.

For each reimbursement request, a TFCA "TFCA Grant Reimbursement Request" form is required. The form must have an original signature by an authorized person, and should be sent to the attention of Alameda CTC's Financial Officer. The required form will be attached to the fund transfer agreement or otherwise provided by Alameda CTC. Project sponsors must submit requests for reimbursement at least once every six months, but not more than once per month. Costs incurred within a fiscal year, defined as the period from July 1 to June 30, are to be included in a reimbursement request submitted within two months following the end of the fiscal year in which the costs were incurred. All final requests for reimbursement are to be submitted no later than the submittal date of the Final Project Report.

The reimbursement request form must be accompanied by the following documentation:

1. Direct Costs: Direct project costs are directly and solely related to the implementation of the project. Documentation includes copies of paid invoices and evidence of payment.
2. Labor Charges: Hourly labor charges are the sum of the salary paid to an employee plus the cost of fringe benefits provided, expressed on the basis of hours worked. Documentation of hourly charges includes payroll records indicating job title, hourly pay rate, and time sheets indicating time worked on project (other accounting methods to allocate and document staff time will be considered on a case by case basis).
3. Indirect Costs: Reasonable indirect project implementation costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. For the purposes of determining "reasonable" overhead costs, the

Alameda CTC may allow indirect costs to be charged to and reimbursed by TFCA if the sponsor has a federally-approved indirect rate, as identified through a federally-approved Indirect Cost Allocation Plan (ICAP). The required documentation for indirect project costs would be similar to what is required for direct costs and hourly labor charges.

4. Administrative Costs: Administrative costs that are reimbursable to a project sponsor are limited to a maximum of 5% of the total TFCA funds received and include TFCA invoicing and reporting activities. Administrative project costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. The required documentation for administrative project costs would be similar to what is required for direct costs and hourly labor charges.

APPENDIX A – FY 2015-16 Air District TFCA County Program Manager Fund Policies

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Appendix D: Board-Adopted TFCA County Program Manager Fund Policies for FYE 2016

Adopted November 17, 2014

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

BASIC ELIGIBILITY

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

   Projects must conform to the provisions of the California Health and Safety Code (HSC) sections 44220 et seq. and these Air District Board of Directors adopted TFCA County Program Manager Fund Policies for FYE 2016.

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

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

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

3. **Eligible Projects and Case-by-Case Approval**: Eligible projects are those that conform to the provisions of the HSC section 44241, Air District Board adopted policies and Air District guidance. On a case-by-case basis, County Program Managers must receive approval by the Air District for projects that are authorized by the HSC section 44241 and achieve Board-adopted TFCA cost-effectiveness but do not fully meet other Board-adopted Policies.

4. **Consistent with Existing Plans and Programs:** All projects must comply with the transportation control measures and mobile source measures included in the Air District's most recently approved plan for achieving and maintaining State and national ambient air quality standards,

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

5. **Eligible Recipients:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing with the Air District (Policy #8).

   A. Public agencies are eligible to apply for all project categories.

   B. Non-public entities are only eligible to apply for new alternative-fuel (light, medium, and heavy-duty) vehicle and infrastructure projects, and advanced technology demonstrations that are permitted pursuant to HSC section 44241(b)(7).

6. **Readiness:** Projects must commence by the end of calendar year 2016. "Commence" includes any preparatory actions in connection with the project's operation or implementation. For purposes of this policy, "commence" can mean the issuance of a purchase order to secure project vehicles and equipment, commencement of shuttle/feeder bus and ridesharing service, or the delivery of the award letter for a construction contract.

7. **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years, except for bike share projects, which are eligible to apply for a period of up to five (5) years. Grant applicants that seek TFCA funds for additional years must reapply for funding in the subsequent funding cycles.

APPLICANT IN GOOD STANDING

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

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

9. **Authorization for County Program Manager to Proceed**: Only a fully executed Funding Agreement (i.e., signed by both the Air District and the County Program Manager) constitutes the Air District's award of County Program Manager Funds. County Program Managers may only incur costs (i.e., contractually obligate itself to allocate County Program Manager Funds) after the Funding Agreement with the Air District has been executed.

10. **Insurance:** Both the County Program Manager and each grantee must maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific

projects, with required coverage amounts provided in Air District guidance and final amounts specified in the respective grant agreements.

INELIGIBLE PROJECTS

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

USE OF TFCA FUNDS

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

approval of the County Program Manager's Expenditure Plan may be allocated to eligible projects by the Air District. The Air District shall make reasonable effort to award these funds to eligible projects in the Air District within the same county from which the funds originated.

19. **Incremental Cost (for the purchase or lease of new vehicles):** For new vehicles, TFCA funds awarded may not exceed the incremental cost of a vehicle after all rebates, credits, and other incentives are applied. Such financial incentives include manufacturer and local/state/federal rebates, tax credits, and cash equivalent incentives. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle, and its new conventional vehicle counterpart that meets the most current emissions standards at the time that the project is evaluated.

20. **Reserved.**

21. **Reserved.**

ELIGIBLE PROJECT CATEGORIES

22. **Alternative Fuel Light-Duty Vehicles:**

Eligibility: For TFCA purposes, light-duty vehicles are those with a gross vehicle weight rating (GVWR) of 14,000 lbs. or lighter. Eligible alternative light-duty vehicle types and equipment eligible for funding are:

A. Purchase or lease of new hybrid-electric, electric, fuel cell, and CNG/LNG vehicles certified by the California Air Resources Board (CARB) as meeting established super ultra-low emission vehicle (SULEV), partial zero emission vehicle (PZEV), advanced technology-partial zero emission vehicle (AT-PZEV), or zero emission vehicle (ZEV) standards.
B. Purchase or lease of new electric neighborhood vehicles (NEV) as defined in the California Vehicle Code.

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

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

23. **Reserved.**

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

Eligibility: These projects are intended to accelerate the deployment of qualifying alternative fuel vehicles that operate within the Air District's jurisdiction. All of the following additional conditions must be met for a project to be eligible for TFCA Funds:

A. Vehicles purchased and/or leased have a GVWR greater than 14,000lbs; and

B. Are 2014 model year or newer hybrid-electric, electric, CNG/LNG, and hydrogen fuel cell vehicles certified by the CARB.

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

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

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the vehicle and/or retrofit and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

25. **Alternative Fuel Bus Replacement:**

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

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

26. **Alternative Fuel Infrastructure:**

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

maintained and has exceeded the duration of its years of effectiveness after being placed into service.

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

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

Projects that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

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

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

These projects are intended to reduce single-occupancy vehicle commute-hour trips by providing the short-distance connection between a mass transit hub and one or more commercial hub or employment centers. All of the following conditions must be met for a project to be eligible for TFCA funds:

A. The project's route must provide connections only between mass transit hubs, e.g., a rail or Bus Rapid Transit (BRT) station, ferry or bus terminal or airport, and distinct commercial or employment areas.

B. The project's schedule must coordinate with the transit schedules of the connecting mass transit services.

C. The service must be available for use by all members of the public.

D. The project may not duplicate existing local transit service or service that existed along the project's route within the last three years. "Duplication" of service means establishing a shuttle route where there is an existing transit service stop within 0.5 miles of the commercial hub or business center and that can be reached by pedestrians in 20 minutes or less. Projects that propose to increase service frequency to an area that has existing service may be considered for funding if the increased frequency would reduce the commuter's average transit wait time to thirty minutes or less.

Project applicants that were awarded FYE 2014 or FYE 2015 TFCA Funds that propose identical routes in FYE 2015 or in FYE 2016 may request an exemption from the requirements of Policy 28.D. Provided they meet the following requirements: 1) No further TFCA project funding as of January 2017; 2) Submission of a financial plan to achieve financial self-sufficiency from TFCA funds within two years by demonstrating how they will come into compliance with this requirement or by securing non-TFCA Funds. The plan must document: i) the funding source(s) that will be targeted and the bases for eligibility of such funding, ii) the amounts from each funding source for which the applicant is eligible and that will be pursued; 3) the schedule (timeline) from application to receipt of such funds; 4) the process for securing each funding source; and 5) the specific efforts taken by the applicant to be eligible for such funds, and the status of the applicants' application for securing funds.

E. Shuttle/feeder bus service applicants must be either: 1) a public transit agency or transit district that directly operates the shuttle/feeder bus service; or (2) a city, county, or any other public agency.

F. Existing projects must meet a cost-effectiveness of $125,000 per ton of emissions reduced.

G. Pilot Shuttle/Feeder Bus Service: Pilot shuttle/feeder bus service projects are defined as routes that are at least 70% unique and where no other service was provided within the past three years. In addition to meeting the conditions listed in Policy #28.A-F for shuttle/feeder bus service, pilot shuttle/feeder bus service, project applicants must also comply with the following:

i. Provide data and other evidence demonstrating the public's need for the service, including a demand assessment survey and letters of support from potential users.
ii. Provide written documentation of plans for financing the service in the future;
iii. Provide a letter from the local transit agency denying service to the project's proposed service area, which includes the basis for denial of service to the proposed areas. The applicant must demonstrate that the project applicant has attempted to coordinate service with the local service provider and has provided the results of the demand assessment survey to the local transit agency. The applicant must provide the transit service provider's evaluation of the need for the shuttle service to the proposed area.

iv. Pilot projects located in Highly Impacted Communities as defined in the Air District Community Air Risk Evaluation (CARE) Program and/or a Planned or Potential Priority Development Area (PDA) may receive a maximum of three years of TFCA Funds under the Pilot designation and must meet the following requirements:

a. During the first year of operation, projects must not exceed a cost-effectiveness of $500,000/ton,

b. By the end of the second year of operation, projects must not exceed a cost-effectiveness of $200,000/ton, and

c. By the end of the third year of operation, projects must not exceed a cost-effectiveness of $125,000/ton and meet all of the requirements of Policy #28.A-F (existing shuttles).

v. Projects located outside of CARE areas and PDAs may receive a maximum of two years of TFCA Funds under this designation and must meet the following requirements:

a. By the end of the first year of operation, projects shall meet a cost-effectiveness of $200,000/ton, and

b. By the end of the second year of operation, projects shall cost $125,000 or less per ton (cost-effectiveness rating) and shall meet all of the requirements of Policy #28. A-F (existing shuttles).

29. **Bicycle Projects:**

New bicycle facility projects that are included in an adopted countywide bicycle plan or Congestion Management Program (CMP) are eligible to receive TFCA funds. Eligible

projects are limited to the following types of bicycle facilities for public use that result in motor vehicle emission reductions:

A. New Class-1 bicycle paths;
B. New Class-2 bicycle lanes;
C. New Class-3 bicycle routes;
D. New Class-4 cycle tracks or separated bikeways;
E. New bicycle boulevards;
F. Bicycle racks, including bicycle racks on transit buses, trains, shuttle vehicles, and ferry vessels;
G. Bicycle lockers;
H. Capital costs for attended bicycle storage facilities;
I. Purchase of two-wheeled or three-wheeled vehicles (self-propelled or electric), plus mounted equipment required for the intended service and helmets; and
J. Development of a region-wide web-based bicycle trip planning system.

All bicycle facility projects must, where applicable, be consistent with design standards published in the California Highway Design Manual, or conform to the provisions of the Protected Bikeway Act of 2014.

30. **Bay Area Bike Share**

These projects make bicycles available to individuals for shared use for completing first- and last-mile trips in conjunction with regional transit and stand-alone short distance trips. To be eligible for TFCA funds, bicycle share projects must work in unison with the existing Bay Area Bike Share Project by either increasing the fleet size within the initial participating service areas or expanding the existing service area to include additional Bay Area communities. Projects must have a completed and approved environmental plan and a suitability study demonstrating the viability of bicycle sharing. Projects must meet a cost-effectiveness of $500,000/ton. Projects may be awarded TFCA funds to pay for up to five years of operations.

31. **Arterial Management:**

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

32. **Smart Growth/Traffic Calming:**

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

A. The development project and the physical improvements must be identified in an approved area-specific plan, redevelopment plan, general plan, bicycle plan, pedestrian plan, traffic-calming plan, or other similar plan; and

B. The project must implement one or more transportation control measures (TCMs) in the most recently adopted Air District plan for State and national ambient air quality standards. Pedestrian projects are eligible to receive TFCA funds.

C. The project must have a completed and approved environmental plan.

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

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Alameda CTC TFCA County Program Manager Fund: FY 2015-16 Draft Fund Estimate

Agency	Population (Estimate[1])	% Population	Total % of Funding	TFCA Funds Available (new this FY)	Balance from Previous FY	Programmed Last Cycle	Returned Funds from Closed Projects	FY 13-14 Rollover (Debits/ Credits)	TFCA Balance (New + Rollover)
Alameda	75,988	4.83%	4.82%	$ 63,961	$ (300,577)	$ -	$ -	$ (300,577)	$ (236,616)
Alameda County	145,461	9.25%	9.23%	$ 122,438	$ 290,477	$ 74,000	$ -	$ 216,477	$ 338,915
Albany	18,472	1.17%	1.17%	$ 15,548	$ 1,348	$ -	$ -	$ 1,348	$ 16,896
Berkeley	117,372	7.46%	7.45%	$ 98,795	$ 263,708	$ 317,000	$ -	$ (53,292)	$ 45,503
Dublin	53,462	3.40%	3.39%	$ 45,000	$ 240,249	$ 90,000	$ -	$ 150,249	$ 195,249
Emeryville	10,491	0.67%	0.75%	$ 10,000	$ 49,075	$ -	$ -	$ 49,075	$ 59,075
Fremont	223,972	14.24%	14.22%	$ 188,522	$ 534,614	$ 430,000	$ 84,170	$ 188,785	$ 377,307
Hayward	151,037	9.60%	9.59%	$ 127,131	$ (469,101)	$ 50,000	$ -	$ (519,101)	$ (391,970)
Livermore	84,852	5.39%	5.39%	$ 71,422	$ 456,052	$ -	$ -	$ 456,052	$ 527,474
Newark	43,856	2.79%	2.78%	$ 36,915	$ 305,624	$ -	$ -	$ 305,624	$ 342,539
Oakland	404,355	25.70%	25.67%	$ 340,355	$ 746,565	$ 1,030,116	$ -	$ (283,551)	$ 56,804
Piedmont	11,023	0.70%	0.75%	$ 10,000	$ 66,409	$ -	$ -	$ 66,409	$ 76,409
Pleasanton	73,067	4.64%	4.64%	$ 61,502	$ (17,871)	$ -	$ -	$ (17,871)	$ 43,631
San Leandro	87,691	5.57%	5.57%	$ 73,812	$ 195,416	$ -	$ -	$ 195,416	$ 269,228
Union City	72,155	4.59%	4.58%	$ 60,735	$ 281,548	$ -	$ -	$ 281,548	$ 342,282
TOTAL:	**1,573,254**	**100%**	**100%**	**$ 1,326,135**	**$ 2,643,536**	**$ 1,991,116**	**$ 84,170**	**$ 736,590**	**$ 2,062,726**

FY 2015-16 TFCA New Revenue	$ 1,985,706.50
Less 5% for Program Administration	*$ (99,285.33)*
Subtotal New Programming Capacity	$ 1,886,421.18
Calendar Year 2014 Interest Earned	$ 8,057.98
Total New Programming Capacity	**$ 1,894,479.16**

	Totals	*Cities/County (Shares) 70%*	*Transit (Discretionary) 30%*
Total New Programming Capacity	$ 1,894,479	*$ 1,326,135*	*$ 568,344*
Returned Funds from Closed Projects	$ 143,873	*$ 84,170*	*$ 59,702*
FY 2014-15 Rollover (debit/credit) Adjustment	**$ -**	*$ 652,420*	*$ (652,420)*
Total Returned Funds & Rollover Adjustments[2]	**$ 143,873**	*$ 736,590*	*$ (592,718)*
Adjusted Total Available to Program	**$ 2,038,352**	*$ 2,062,726*	*$ (24,374)*

Notes:

1. Dept. of Finance (www.dof.ca.gov) population estimates as of 1/01/2014 (released May 2014).
2. Includes TFCA programming actions and returned funds from closed projects as of 12/31/14.

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DATE:	April 6, 2015
SUBJECT:	California Transportation Commission March 2015 Meeting Summary
RECOMMENDATION:	Receive an update on the March 2015 CTC Meeting.

Summary

The March 2015 California Transportation Commission (CTC) meeting was held in Sacramento, CA. Detailed below is a summary of the seven (7) agenda items of significance pertaining to Projects/Programs within Alameda County that were considered at the meeting.

Background

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

Detailed below is a summary of the seven agenda items of significance pertaining to Projects / Programs within Alameda County that were considered at the March 2105 CTC meeting (Attachment A).

1. State Transportation Improvement Program / Route 84 Expressway Widening - Segment 2 Project

CTC approved the allocation of $47.03 million STIP funds for the construction phase of the Route 84 Expressway Widening - Segment 2 Project. This project is located in the City of Livermore and will widen Route 84 from 2 lanes to 4 lanes between Ruby Hill Drive to north of Concannon Boulevard.

Outcome: Allocation will fund the Construction phase of the project. Construction activities are scheduled to begin summer 2015 and continue through the fall of 2017

2. Draft 2016 State Transportation Improvement Program (STIP)

CTC staff presented an overview of the Draft 2016 STIP Guidelines. The first draft of the guidelines was presented at the October 8, 2014 Commission meeting. CTC staff will bring the final 2016 STIP Guidelines to the Commission for adoption in August 2015. Between now and

August 2015, CTC will monitor enacted state and federal legislation that may affect the STIP, and will include any changes required by law and the 2016 Fund Estimate.

Over the next several months, the Department of Transportation (Caltrans) will work closely with CTC staff to identify key issues and assumptions, and prepare the 2016 STIP Fund Estimate for adoption in August 2015. The key milestones for the development of the 2016 STIP Fund Estimate are:

- January 2015 – Overview
- March 2015 – Present Draft Assumptions and Key Issues
- May 2015 – Approve Assumptions
  (pending changes to the May Revision of the 2015-16 Governor's Budget)
- June 2015 – Present Draft STIP Fund Estimate
- August 2015 – Adopt STIP Fund Estimate

3. 2015 Active Transportation Program (ATP)

CTC adopted 2015 Active Transportation Program (ATP) Guidelines and Fund Estimate. The CTC also adopted amendments to the 2015 ATP Guidelines for the project selection criteria proposed by Metropolitan Transportation Commission (MTC) for the Regional program and released the call for projects for the state and regional programs. Applications are due on June 1, 2015.

The ATP, as articulated in SB 99 and AB 101, was signed into law on September 26, 2013. It replaced the existing system of small-dedicated grant programs, which funded Safe Routes to Schools, bicycle programs, and Recreational Trails. The ATP Cycle 2 divides approximately $120 million for active transportation projects between the state and regions, subject to 2015 guidelines. The intent of combining this funding is to improve flexibility and reduce the administrative burden of having several small independent grant programs.

Outcome: Approximately $60 Million of ATP funding is estimated to be available through the state program. Additionally, $10 million of ATP funding is estimated to be available for MTC Region through the regional program; Alameda County share will be determined through MTC's Regional process.

4. Mitigated Negative Declaration for City of Alameda's Cross Alameda Trail Project

CTC accepted the Mitigated Negative Declaration (MND) and approved City of Alameda's Cross Alameda Trail – Jean Sweeney Open Space Park project for future consideration of funding.

Outcome: Construction work is estimated to begin fiscal year 2015-16.

5. Active Transportation Program / Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project

CTC approved allocation of $988,000 million ATP funds for the construction/operations phase of Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project.

Outcome: Allocation will fund the operations phase of the project.

6. Active Transportation Program / City of Alameda's Cross Alameda Trail Project
CTC approved the allocation of $226,000 ATP funds for the Plans, Specifications and Estimates (PS&E) phase of the Cross Alameda Trail project.

Outcome: Allocation will fund the PS&E phase activities of the project.

7. Active Transportation Program / City of Livermore's Marylin Avenue Elementary School Safe Routes to School Project
CTC approved the allocation of $83,000 ATP funds for the PS&E phase of the Marylin Avenue Elementary School Safe Routes to School project.

Outcome: Allocation will fund the PS&E phase activities of the project.

Fiscal Impact: There is no fiscal impact.

Attachments

A. March 2015 CTC Meeting summary for Alameda County Project / Programs

Staff Contact

James O'Brien, Project Controls Team

Vivek Bhat, Senior Transportation Engineer

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March 2015 CTC Summary for Alameda County Projects/ Programs

Sponsor	Program / Project	Item Description	CTC Action / Discussion
Alameda CTC	State Transportation Improvement Program (STIP) / Route 84 Expressway Widening - Segment 2 Project	Approve allocation of $47.03 Million STIP funds for the construction phase of the Route 84 Expressway Widening - Segment 2 Project.	Approved
Caltrans	2016 STIP Draft Guidelines and Fund Estimate	Overview of the 2016 STIP Draft guidelines and Fund Estimate.	Information
Caltrans	2015 Active Transportation Program (ATP)	Adopt 2015 Active Transportation Program (ATP) Guidelines and Fund Estimate, amendments to the 2015 ATP Guidelines for the project selection criteria proposed by Metropolitan Transportation Commission (MTC) for the Regional program and release call for projects for state and regional programs	Approved
Alameda CTC	2014 ATP / Mitigated Negative Declaration for City of Alameda's Cross Alameda Trail Project	Accept the Mitigated Negative Declaration (MND) and approved City of Alameda's Cross Alameda Trail – Jean Sweeney Open Space Park project for future consideration of funding.	Approved
Alameda CTC	2014 ATP / Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project	Approve allocation of $988,000 million ATP funds for the construction/operations phase of Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project.	Approved
Alameda CTC	2014 ATP / City of Alameda's Cross Alameda Trail Project	Approve allocation of $226,000 ATP funds for the Plans, Specifications and Estimates (PS&E) phase of the Cross Alameda Trail project.	Approved
Alameda CTC	2014 ATP/ City of Livermore's Marylin Avenue Elementary School Safe Routes to School Project	Approve allocation of $83,000 ATP funds for the PS&E phase of the Marylin Avenue Elementary School Safe Routes to School project.	Approved

http://www.catc.ca.gov/meetings/agenda/2015Agenda/2015_03/000-ETA.pdf

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DATE:	April 6, 2015
SUBJECT:	Alameda County Federal Inactive Projects List: March 2015 Update
RECOMMENDATION:	Receive an update on the March 2015 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 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 03/25/15

Staff Contact

James O'Brien, Project Controls Team

Vivek Bhat, Senior Transportation Engineer

ALAMEDA COUNTY LIST OF INACTIVE OBLIGATIONS

UPDATED BY CALTRANS ON 03/25/2015

Updated on 03/25/2015

Project No (newly added projects highlighted in GREEN)	Status	Agency/District Action Required	Prefix	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5057019	Inactive	Records indicate project is in Final Voucher. District to verify.	CML	Berkeley	SAN PABLO AVE. CORRIDOR IN CITY OF BERKELEY , BICYCLE RELATED - OTHER	3/26/2014	4/1/2000	3/26/2014	3/26/2014	$2,851,178.00	$1,432,000.00	$1,408,420.90	$23,579.10
5012088	Future	Submit invoice to District by 05/20/2015	CML	Oakland	FRUITVALE AVE. , STREETSCAPE	6/18/2014	3/9/2009	6/18/2014	6/18/2014	$3,406,270.00	$2,620,000.00	$2,452,663.19	$167,336.81
5012100	Future	Submit invoice to District by 05/20/2015	ESPLE	Oakland	7TH STREET FROM UNION TO PERALTA STREETS, PEDESTRAIN STREETSCAPE IMPROVE	6/19/2014	8/4/2009	6/19/2014	6/19/2014	$4,070,044.00	$3,630,000.00	$3,525,121.13	$104,878.87
5012103	Future	Submit invoice to District by 05/20/2015	BHLO	Oakland	ADELINE STREET BRIDGE OVER UPRR AMTRAK, BRIDGE# 33C0028, SEISMIC RETROFIT	6/19/2014	5/4/2011	6/19/2014	6/19/2014	$632,000.00	$559,510.00	$204,257.84	$355,252.16
5012115	Future	Invoice under review by Caltrans. Monitor for progress.	HSIPL	Oakland	SAN PABLO @ WEST GRAND AVE. AND @ WEST STREET, UPGRADE SIGNALS/MODIFY INTERSECTIONS	4/10/2014	1/23/2012	4/10/2014	4/10/2014	$489,326.00	$415,800.00	$71,280.00	$344,520.00
5012124	Future	Invoice under review by Caltrans. Monitor for progress.	STPLZ	Oakland	LEIMERT BLVD. BRIDGE OVER SAUSAL CREEK. BR. # 33C0215, SEISMIC RETROFIT.	4/27/2014	4/27/2014		4/27/2014	$750,000.00	$663,975.00	$0.00	$663,975.00
5014037	Future	Submit invoice to District by 05/20/2015	HSIPL	Alameda	SHORELINE DRIVE, WESTLINE DR, AND BROADWAY, REDUCE TRAVEL LANES FROM 4 TO 2;	5/19/2014	1/18/2012	5/19/2014	5/19/2014	$831,454.00	$416,400.00	$67,770.00	$348,630.00
5041041	Future	Submit invoice to District by 05/20/2015	HSIPL	San Leandro	WASHINGTON AVE @ MONTEREY BLVD./BRADRICK DR., SIGNAL IMPROVEMENT	4/10/2014	12/15/2011	4/10/2014	4/14/2014	$414,832.00	$373,300.00	$30,379.47	$342,920.53
5178013	Future	Submit invoice to District by 05/20/2015	SRTSLNI	Albany	ELEMENTARY SCHOOLS IN CITY OF ALBANY, SAFE ROUTES TO SCHOOL PROGRAM	5/19/2014	8/16/2012	5/19/2014	5/19/2014	$200,000.00	$185,000.00	$32,133.20	$152,866.80
5322054	Future	Invoice under review by Caltrans. Monitor for progress.	STPL	Fremont	CITYWIDE- VARIOUS LOCATIONS, REHABILITATE PAVEMENT	4/16/2014	4/16/2014		4/16/2014	$2,838,000.00	$2,105,000.00	$0.00	$2,105,000.00
5933119	Future	Submit invoice to District by 05/20/2015	SRTSL	Alameda County	MULTIPLE SCHOOLS IN EAST AND WEST OAKLAND, IMPLEMENT GOLDEN SNEAKERS PROGRAM, SAFETY PATROLS	6/2/2014	8/3/2012	6/2/2014	6/2/2014	$500,000.00	$500,000.00	$133,760.71	$366,239.29

ALAMEDA COUNTY LIST OF INACTIVE OBLIGATIONS

UPDATED BY CALTRANS ON 03/25/2015

Updated on 03/25/2015

Project No (newly added projects highlighted in GREEN)	Status	Agency/District Action Required	Prefix	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
6000025	Future	Submit invoice to District by 05/20/2015	STPLZ	San Francisco Bay Area Rapid Transit District	VARIOUS BART AERIAL STRUCTURES IN 4 COUNTIES. , RETROFIT OF BART AERIAL STRUCTURES	5/28/2014	8/3/2005	5/28/2014	5/28/2014	$30,242,133.00	$24,756,014.00	$19,526,476.43	$5,229,537.57
6273053	Future	Submit invoice to District by 05/20/2015	HPLUN	Alameda County Congestion Management Agency	I-880- 23RD. AVE. TO 29TH. AVE. INTERCHANGES., REPLACE INTERCHANGES-OVERCROSS	6/2/2014	5/8/2009	6/2/2014	6/2/2014	$2,249,750.00	$1,787,000.00	$1,740,914.09	$46,085.91
6273060	Future	Submit invoice to District by 05/20/2015	HPLUL	Alameda County Congestion Management Agency	GILMAN AVE AT I-80 INTERCHANGE, PRELIMINARY ENGINEERING	4/10/2014	6/2/2010	4/10/2014	4/10/2014	$1,395,000.00	$1,079,880.00	$353,477.79	$726,402.21

METROPOLITAN TRANSPORTATION COMMISSION

PARTNERSHIP LOCAL STREETS AND ROADS WORKING GROUP MEETING
101 - 8th St., **1st Floor, CR-171**
Thursday, March 12, 2015
9:30 a.m. – 11:30 a.m.

AGENDA

Topic	Estimated Time
1. Introductions *(Nancy Adams, LSRWG Chair)*	5 min
2. Review of Working Group Minutes*	5 min
A. Partnership Local Streets and Roads Working Group – February 12, 2015* (*Nancy Adams, LSRWG Chair)*	
3. Informational Items: (*"Memo Only" unless otherwise noted)*	10 min
A. Parking Pricing Regional Analysis Project Workshop – April 3, 2015* *(Valerie Knepper; vknepper@mtc.ca.gov)* *(Additional details and registration information is located here: http://www.mtc.ca.gov/planning/smart_growth/parking/Parking_Pricing_Analysis_workshop.pdf)*	
B. TIP Update* *(Adam Crenshaw; acrenshaw@mtc.ca.gov)* *(View the Final 2015 TIP at http://www.mtc.ca.gov/funding/tip/index.htm)*	
C. PTAP Update *(Christina Hohorst, chohorst@mtc.ca.gov)*	5 min
D. PMP Certification Status* *(Current PMP Certification status is available online at: http://mtc.ca.gov/services/pmp/).*	
E. Delivery Monitoring Update* *(Marcella Aranda; marand@mtc.ca.gov)*	5 min
F. 2015 Spring User Week – March 30-April 2* *(Registration is now open for the 2015 Spring User Week. The 2015 Spring User Week workshops are scheduled for March 30 - April 2. Information for each event and the registration link is available online at: http://mtcpms.org/events/index.html)*	
4. Discussion Items:	
A. FHWA Published NPRM on NHS Pavement and Bridge Performance Measures** *(Melanie Choy; mchoy@mtc.ca.gov)* *(FHWA released the long awaited NPRM (Notice of Proposed Rule Making) on NHS Pavement and Bridge Performance Measures as required by MAP21. https://www.federalregister.gov/articles/2015/01/05/2014-30085/national-performance-management-measures-assessing-pavement-condition-for-the-national-highway)*	20 min
B. 2014 PCI Update* *(Sui Tan; stan@mtc.ca.gov; Nicholas Richter, nrichter@mtc.ca.gov)*	10 min
C. 2014 Pothole Report Update *(Nicholas Richter, nrichter@mtc.ca.gov)*	10 min
D. 2015 LSRWG Work Plan Development *(Nancy Adams, LSRWG Chair)*	25 min
E. Other Discussion Items *(All)*	5 min
5. Recommended Agenda Items for Next Meeting: *(All)*	5 min

LSRWG Chair: Nancy Adams, Santa Rosa
LSRWG Vice-Chair: Patrick Rivera, SFDPW

MTC Staff Liaison: Theresa Romell
Meeting Manager: Marcella Aranda

Partnership TAC and Working Groups					
2015 Tentative Meeting Calendar					
Rev. March 2, 2015					
(Subject to change. See agendas for final meeting date, time and location)					
Month	**Transit Finance (TFWG) 3rd Floor, Fishbowl (10:00a - 12:00 Noon)**	**Local Streets & Roads (LSRWG) 1st Floor, Room 171, (9:30a - 11:30a)**	**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)**
January	Wednesday, Jan 7			Thursday, Jan 8	~~Monday, Jan 26~~ CANCELED
February	Wednesday, Feb 4	Thursday, Feb 12			
March	Wednesday, Feb 4	Thursday, Mar 12	Monday, Mar 16		~~Monday, Mar 16~~ CANCELED
April	Wednesday, Apr 1	Thursday, Apr 9	Monday, Apr 20		Monday, Apr 20
May	Wednesday, May 6			Thursday, May 14	Monday, May 18
June	Wednesday, Jun 3	Thursday, Jun 11	Monday, Jun 15		Monday, Jun 15
July	Wednesday, Jul 1	Thursday, Jul 9	Monday, Jul 20 **		Monday, July 20
August	Wednesday, Aug 5				
September	Wednesday, Sep 2			Thursday, Sep 10	Monday, Sep 21
October	Wednesday, Oct 7	Thursday, Oct 8	Monday, Oct 19		Monday, Oct 19
November	Wednesday, Nov 4	Thursday, Nov 12	Monday, Nov 16		Monday, Nov 16
December	Wednesday, Dec 2			Thursday, Dec 10	Monday, Dec 21
J:\COMMITTE\Partnership\[2015 Meeting Calendar_WG_PTAC.xlsx]2015					
** Monday July 20 PDWG meeting held in Auditorium					
TFWG Meeting Manager: Theresa Hannon, thannon@mtc.ca.gov					
LSRWG/PDWG/PTAC Meeting Manager: Marcella Aranda , marand@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.

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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.

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