



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

Tuesday, November 01, 2011, 1:30 P.M.
1333 Broadway, Suite 300,
Oakland, California 94612
(see map on last page of agenda)

Chairperson: Art Dao
Staff Liaison: Matt Todd
Secretary: Claudia Leyva

AGENDA

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

1 INTRODUCTIONS

2 PUBLIC COMMENT

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

3 CONSENT CALENDAR

- 3A Minutes of October 4, 2011 – **Page 1** **A**
- 3B Review CTC Meeting Summary *
- 3C Review FFY 2011-12 Surface Transportation Program (STP) / Congestion Mitigation Air Quality (CMAQ) and FHWA-Administered Formula Funds Obligation Plan– **Page 7**
- 3D Review Caltrans’ Letter Related to the Expenditure of the American Recovery and Reinvestment Act (ARRA) Funds– **Page 11**
- 3E Review Funding Opportunities
No items this month

4 ACTION ITEMS

- 4A Approval of the Final 2011 Congestion Management Program Report – **Page 13** **A**
- 4B Approval of the Final Conformity Findings for the 2011 Congestion Management Plan (CMP) – **Page 31** **A**
- 4C Approval of State Transportation Improvement Program (STIP) At Risk Report – **Page 35** **A**
- 4D Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report – **Page 41** **A**

- 4E Approval of CMA Exchange Program Quarterly Status Monitoring Report – Page 53 A
4F Approval of Transportation For Clean Air (TFCA) Program At Risk Report – Page 55 A

5 NON ACTIONS ITEMS

- 5A Review of Draft Master Programs Funding Agreements and Implementation Guidelines for Measure B and Vehicle Registration Fee Funds Disbursement – Page 61 D/I
5B Review of Amendment to the 2012 Level of Service (LOS) Monitoring Study Contract – Page 133 D/I
5C Review of Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan and Update on Development of a Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) – Page 145 I
5D Review Federal Inactive Projects List: September 2011 Quarterly Review – Page 157 I

6 LEGISLATIVE PROGRAM UPDATE

- 6A Review Legislative Program Update – Page 163 I

7 STAFF AND COMMITTEE MEMBER REPORTS

- 7A Review of Alameda CTC Board Update * I
7B Review of Local Streets and Roads Working Group (LSRWG) Update – Page 171 I

8 ADJOURNMENT AND NEXT MEETING: DECEMBER 6, 2012

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

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

*Alameda County Transportation Commission
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Alameda County Technical Advisory Committee (ACTAC)

Member Agency Roster **Fiscal Year 2010/11**

Chair, ACTC

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
ACE
AC Transit
BAAQMD
BART
Caltrans
LAVTA
MTC
Union City Transit
WETA

Glossary of Acronyms

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



Directions to the Offices of the Alameda County Transportation Commission:

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

Public Transportation Access:

BART: City Center / 12th Street Station

AC Transit:

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

Auto Access:

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



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

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ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
MINUTES OF OCTOBER 4, 2011

1.0 INTRODUCTIONS

2.0 PUBLIC COMMENT

3.0 CONSENT CALENDAR

3.1 Approval of the Minutes of September 8, 2011

3.2 Review CTC Meeting Summary

3.3 Review Funding Opportunities

3.3.1 MTC P-TAP Round 13 Call For Projects

3.3.2 Federal Railroad Administration Program for Capital Grants for Rail Line Relocation and Improvement Projects

Frascinella (Hayward) requested that the minutes reflect the extensive discussion regarding the VRF and Measure B agreements and felt they would be instrumental when approving the final agreements. Dao informed ACTAC that notes were taken of all the concerns and comments and that all information would be integrated into the Draft implementing guidelines and staff will bring the item back to the ACTAC and committees in November before agreements will be drafted.

A motion was made by Frascinella (Hayward) to approve the consent calendar; Odumade (Fremont) made a second. The motion passed unanimously.

4.0 ACTION ITEMS

4.1 Approval of the Final List of Projects to be programmed in the Regional Improvement Program (RIP) of the 2012 State Transportation Improvement Program (STIP)

Todd requested ACTAC to recommend that the Commission approve Resolution 11-012 which includes the list of projects to be programmed in the Regional Improvement Program (RIP) of the 2012 State Transportation Improvement Program (STIP). Comments were made for minor corrections to the List of projects. A motion was made by Odumade (Fremont) to recommend approval of the 2012 STIP; Cooke (San Leandro) made a second. The motion passed unanimously.

4.2 Approval of STIP Award Deadline Time Extension Request for the County of Alameda's Grove Way Improvement Project

Taylor requested ACTAC to recommend the Commission approve the request for time extension from November 11, 2011 to May 11, 2012 for the County of Alameda Grove Way Improvements Project. A motion was made by Tassano (Pleasanton) to approve the request for time extension; Khan (Alameda) made a second. The motion passed unanimously.

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

Taylor requested ACTAC to recommend the Commission approve a 12-month extension to the expenditure deadline be granted for TFCA project number 08ALA01 and 09ALA01, Webster Street Corridor Enhancement Project to December 22, 2012. A motion was made by Rosevear (Caltrans) to recommend the Commission approve a 12-month extension; Frascinella (Hayward) made a second. The motion passed unanimously.

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

Taylor requested ACTAC to recommend the Commission approve AC Transit's request for a one-year extension to the expenditure deadline from January 13, 2012 to January 13, 2013, for the AC Transit Easy Pass Program, TFCA project number 09ALA07. A motion was made by Nichols (Berkeley) to recommend the 12-month extension; Frascinella (Hayward) made a second. The motion passed unanimously.

5.0 NON-ACTION ITEMS

5.1 Review of Draft Conformity Findings: Congestion Management Program (CMP) 2011
Poeton requested ACTAC to review Attachment A detailing the conformity status with the Congestion Management Program (CMP). This item was presented for information only.

5.2 Review of First Draft Countywide Transportation Plan (CWTP) and Discussion of Transportation Expenditure Plan and Update on Development of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP)

Walukas provided ACTAC with information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS). A power point presentation was made regarding this information. Staff was informed of October Outreach and provided all dates and locations of events. This item was presented for information only.

5.3 Review of Countywide Annual Bicycle and Pedestrian Count Program and Draft 2010 Trends Report

Wheeler requested ACTAC review and comment on the list of cycle/pedestrian count locations and Draft Manual Pedestrian and Bicycle Count Report for Alameda County. A power point presentation was made regarding this information. Cities provided the following comments:

- Include collision data trends in order to understand if the collision rates are staying the same or changing. (Pleasanton)
- Compare changes in population and overall auto traffic counts over the same time periods, to see how these trends compare with the bike/ped count trends. (Berkeley)
- Add BART access data to the report to show changes in modes used to get to transit. (Berkeley)
- Note that the count locations should reflect where people are biking/walking, which may change over time. (Hayward)
- Clarifying questions were asked on where/how counts will be done in future, and on counts for schools. (Alameda)

This item was presented for information only.

5.4 Review State Transportation Improvement (STIP) Program Timely Use of Funds Monitoring Report

James O'Brien of Advance Project Delivery requested ACTAC to review and make comments on the project specific information in the STIP Timely Use of Funds Report. This item was presented for information only.

5.5 Review Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program Timely Use of Funds Monitoring Report

James O'Brien of Advance Project Delivery requested ACTAC to review and make comments on the project specific information in the Federal STP/CMAQ Program Timely Use of Funds Report. This item was presented for information only.

5.6 Review CMA Exchange Program Preliminary Quarterly Status Monitoring Report

James O'Brien of Advance Project Delivery requested ACTAC to review and make comments on the project specific information in the CMA Exchange Projects. This item was presented for information only.

5.7 Review Transportation for Clean Air (TFCA) Program Timely Use of Funds Monitoring Report

Taylor requested ACTAC to review and make comments on the project specific information in the TFCA Timely Use of Funds Report. This item was presented for information only.

5.8 Review Transportation Investment Generating Economic Recovery (TIGER)-III Discretionary Grant Program

Todd reviewed the proposed application for Transportation Investment Generating Economic Recovery (TIGER) Funds for the I-580 Eastbound Auxiliary Lanes project which project scope and schedule met the requirements of TIGER grant. This item will be presented to the PPC on October 10th. This item was presented for information only.

6.0 LEGISLATIVE PROGRAM UPDATE

6.1 Review Legislative Program Update

Lengyel provided a brief update on several Legislation items. This item was presented for information only.

7.0 STAFF AND COMMITTEE MEMBER REPORTS

8.0 OTHER/ADJOURNMENT

NEXT MEETING: December 6, 2011.

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

Attest by:


Claudia D. Leyva, Secretary

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www.AlamedaCTC.org

ALAMEDA COUNTY TECHNICAL ADVISORY COMMITTEE
OCTOBER 4, 2011
ROSTER OF MEETING ATTENDANCE
ACTC OFFICE, 3rd FLOOR, OAKLAND, CALIFORNIA

	NAME	JURISDICTION/ ORGANIZATION	PHONE #	E-MAIL
1.	Claudia Leyva	ACTC	(510) 208-7408	Cleyva@alamedactc.org
2.	Donna Lee	BART	(510) 464-6282	dlee@bart.gov
3.	David Khan	Alameda	510-747-7938	DKHAN@ci.ALAMEDA.CA.US
4.	Paul J. Keener	Alameda County Public Works Agency	(510) 670-6452	paulk@acpwa.org
5.	Jaimie Bourgeois	City of Dublin	925.833.6634	jaimie.bourgeois@dublin.ca.gov
6.	Amber Evans	City of Emeryville	510-596-4382	aevans@emeryville.org
7.	Kunle Odumade	City of Fremont	510.494.4746	Kodumade@fremont.gov
8.	Mike Tassano	City of Pleasanton	(925) 931-5670	MTASSANO@Ci.Pleasanton.ca.us
9.	BOB ROSEVEAR	CALTRANS	510.286.5544	ROBERT_ROSEVEAR@DOT.CA.GOV
10.	Keith R. Cooke	San Leandro	510-577-3439	KCOOKE@sanleandro.org
11.	Bob Vinn	Livermore	925 960 4516	bgvinn@ci.livermore.ca.us
12.	Tom Ruark	Union City	510-675-5301	thomasr@unioncity.org

13. Don Frascinella Hayward (510) 583-4781 don.frascinella@hayward-ca.gov
14. Bruce Williams Oakland (510) 238-7229 builliam@oakland.ca
15. Matt Nichols Berkeley 510-981-7068 mnichols@cityofberkeley.info
16. Natalya Londov ACTAC 510-891-4792 nlondov@actacnet.org
17. Bita Wadukas Alameda CTC 510/208-7405 bwadukas@alamedactc.org
18. ARTUR L. Dao Alameda CTC 208-7400 adao@alamedactc.org
19. Matt Todd Alameda CTC 208-7420 mtodd@alamedactc.org
20. Tess Lengyel Alameda CTC 510-208-7428 tlengyel@alamedactc.org
21. ~~Stewart~~ Alameda CTC 510-208-7437 stewart@alamedactc.org
22. Alonda Andriano Albany 510-528-5759 aandriano@alameda.org
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24. Laurel Preton Alameda CTC 510-208-7415 lpreton@alamedactc.org
25. John Heming Alameda CTC 510-208-7414 jheming@alamedactc.org
26. VIVEK BHAT ALAMEDA CTC 510-208-7430 vbhat@alamedactc.org
27. SARAYANA SUTHANTHIRAN Alameda CTC 510-208-7426 ssuthanthiran@alamedactc.org
28. Rochelle Wheeler Consultant to Alameda CTC 510-208-7471 rwheeler@alamedactc.org
29. James O'Brien Project Monitoring 510-208-7464 jobrien@alamedactc.org
30. Andrea Arguelles Piedmont 420-3054 aarguelles@ci.piedmont.ca.us



**METROPOLITAN
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COMMISSION**

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Memorandum

TO: Joint Local Streets and Roads/Programming and Delivery
Working Group

DATE: October 17, 2011

FR: Ross McKeown

RE: Proposed FFY 2011-12 STP/CMAQ and FHWA-Administered Formula Funds Obligation Plan

Caltrans requires that MTC submit an annual obligation plan that includes all FHWA-administered formula-funded projects in the region that are expected to receive an obligation each fiscal year. Due to heightened scrutiny of inactive obligations, as well as MTC's need to fully utilize its obligation authority, local agencies whose projects are on the obligation plan are required to submit a complete and accurate Request for Authorization (RFA) to Caltrans District 4 local assistance by February 1, 2012, and receive their obligation by April 30, 2012. Funds not obligated by April 30 are subject to de-programming. In order to obligate the funds by April 30, project sponsors must submit their obligation requests to Caltrans, along with the documentation required by Caltrans and FHWA, by February 1, 2012.

Attached is the proposed obligation plan for FFY 2011-12. It includes all projects that have STP/CMAQ funds currently programmed in FY 2011-12 in addition to other projects. Sponsors should review the list and ensure they will be able to request the RFA (E-76 request) by February 1, 2012, and have the funds obligated by April 30, 2012.

The FY12 STP/CMAQ and Local Safety status reports are available at:
<http://fms.mtc.ca.gov/fms/reportHome.do>

Comments and changes on the obligation plan should be sent to Marcella Aranda at maranda@mtc.ca.gov by **Friday, October 21, 2011**. The final obligation plan will be sent to Caltrans on November 1, 2011.

Attachment

A – FFY 2011-12 Proposed Obligation Plan for STP/CMAQ funds

B – FFY 2011-12 Proposed Obligation Plan for all FHWA-administered formula funds

J:\COMMITTEE\Partnership\Partnership LS&R\2011 LS&R\11 LSR Memos\07_Oct 17 Joint LSRPDWG\05d_0_FY2011-12 Draft ObligationPlan_Memo.doc

Metropolitan Transportation Commission
STP-CMAQ Obligation Status Report

Fiscal Years: FY 11/12
October 12, 2011

County	Sponsor	Project Name	Phase	TIP ID	Status	Fund Code	Fed Project Data			Fund Programming Information				Obligation Information			Balance Remaining
							Prefix	ID	Appn FY	Prog FY	STP Amt	CMAQ Amt	Total Amt	Date	STP Amt	CMAQ Amt	
Alameda County																	
Alameda	Alameda	Alameda County: Rural Roads Pavement	CON	ALA090069	ACTIVE	STP-T4-1-LSR-FAS			11/12	11/12	1,814,750			1,814,750			1,814,750
Alameda	Alameda	Alameda Co - Central Unincorporated	CON	ALA110026	ACTIVE	STP-T4-1-LSR-CO			11/12	11/12	1,071,000			1,071,000			1,071,000
Alameda	Albany	Albany - Buchanan Bicycle and	CON	ALA110030	ACTIVE	CMAQ-T4-1-RBP-CO			11/12	11/12		1,702,000		1,702,000			1,702,000
Alameda	Berkeley	City of Berkeley Transportation Action	CON	ALA110007	ACTIVE	CMAQ-T4-1-CCI			11/12	11/12		10,000		10,000			10,000
Alameda	Dublin	Dublin Citywide Street Resurfacing	CON	ALA110024	ACTIVE	STP-T4-1-LSR-CO			11/12	11/12	547,000			547,000			547,000
Alameda	Dublin	West Dublin BART Golden Gate Drive	CON	ALA110034	ACTIVE	CMAQ-T4-1-TLC-REG			11/12	11/12		580,000		580,000			580,000
Alameda	Fremont	Fremont CBD/Midtown Streetscape	CON	ALA110012	ACTIVE	CMAQ-T4-1-TLC-CO			11/12	11/12		1,006,684		1,006,684			1,006,684
Alameda	Hayward	South Hayward BART Area/Dixon Street	CON	ALA110035	PROPOSED	CMAQ-T4-1-TLC-REG			11/12	11/12		1,540,000		1,540,000			1,540,000
Alameda	Livermore	Iron Horse Trail Extension in Downtown	CON	ALA110013	ACTIVE	CMAQ-T4-1-TLC-CO			11/12	11/12		1,566,000		1,566,000			1,566,000
Alameda	Livermore	Livermore Village Plaza & Infrastructure	CON	ALA110037	ACTIVE	STP-T4-1-TLC-REG			11/12	11/12	2,500,000			2,500,000			2,500,000
Alameda	Newark	Newark - Cedar Blvd and Janis Ave	CON	ALA110016	ACTIVE	STP-T4-1-LSR-CO			11/12	11/12	682,000			682,000			682,000
Alameda	Oakland	Various Streets Resurfacing and Bikeway	CON	ALA110006	ACTIVE	STP-T4-1-LSR-CO			11/12	11/12	3,057,000			3,057,000			3,057,000
Alameda	Oakland	Various Streets Resurfacing and Bikeway	CON	ALA110006	ACTIVE	STP-T4-1-RBP-CO			11/12	11/12	435,000			435,000			435,000
Alameda	Oakland	Oakland Foothill Blvd Streetscape	CON	ALA110029	ACTIVE	STP-T4-1-TLC-REG			11/12	11/12	2,200,000			2,200,000			2,200,000
Alameda	Pleasanton	Pleasanton - Foothill/580 IC Bike/Ped	CON	ALA110031	ACTIVE	CMAQ-T4-1-RBP-CO			11/12	11/12	709,000			709,000			709,000
Alameda	Port of Oakland	Shore Power Initiative	CON	ALA110010	ACTIVE	CMAQ-T4-1-CCI			11/12	11/12	3,000,000			3,000,000			3,000,000
Alameda	San Leandro	San Leandro Downtown-BART Pedestrian	CON	ALA110027	ACTIVE	CMAQ-T4-1-TLC-REG			11/12	11/12	4,298,437			4,298,437			4,298,437
Alameda	Union City	Union City Blvd Corridor Bicycle Imp.	CON	ALA110028	ACTIVE	CMAQ-T4-1-RBP-CO			11/12	11/12	860,000			860,000			860,000
Alameda County Totals										12,306,750	15,272,121	27,578,871	0	0	0	27,578,871	

Local Assistance Obligation Plan
 Obligation Authority needs for remainder of FFY 2012
 AB 1012 Requirements
 Due: April 1, 2012
 (Should include all obligations from April 1, 2012 and later)

Please do not change, alter or modify this template																			
District	MP/ORTPA	Local Agency	Project Number: (If not known please provide the project EIP or FPNQ number)	Project Location: (Provide name, highway, cross-street, etc.)	Project Scope / Description: (Provide a brief description and scope of project)	Planned Date of Obligation for 4/1/11 and beyond (MM/DD/YY)	Federal Fund Type	RSPT \$	CMAQ \$	HBP \$ (formerly HSTP)	HSIP \$ (formerly HES)	HRRR \$	SRTS \$	Fed. STIP-TE \$	Submitted To Be Obligated	Federal \$ Total Obligation	Balance	Remarks: (Enter any comments or additional information and provide a contact, with a name & phone number, if questions)	County
4	MTC	ACOMA	ALA090067		1-580 Landscaping in the City of San Leandro	03/31/12								93,000					Alameda
4	MTC	ACOMA	ALA090067		1-580 Landscaping in the City of San Leandro	03/31/12								257,000					Alameda
4	MTC	Alameda	5312.00		Park St. Corridor Safety & Operation Improvement	03/31/12				166,250									Alameda
4	MTC	Alameda	5313.00		Shoreline and Westline Drive Bike Lanes	03/31/12				18,781									Alameda
4	MTC	Alameda	5353000		Maui Ave. Sidewalk Installation SRTS	03/31/12							508,000						Alameda
4	MTC	Alameda	5353006		Castro Valley & Westline ST HSIP	03/31/12				576,900									Alameda
4	MTC	Alameda	5353097		Foothill & Mines Rd Roadside Obstacle Removal HSIP	03/31/12				426,600									Alameda
4	MTC	Alameda	ALA090069		Alameda County: Rural Roads Pavement	03/31/12	1,814,750												Alameda
4	MTC	Alameda	ALA110028		Alameda Co. - Central Unincorporated	03/31/12	1,071,000												Alameda
4	MTC	Alameda	5933(030)		BRIDGE NO. 33C0237, ELGIN ST. OVER ASHLAND AVE. ELGIN ST & ASHLAND AVE. LSSRP Seismic Retrofit.	12/31/11													Alameda
4	MTC	Albany	ALA110030		Albany - Buchanan Bicycle and Berkeley Bay Trail Extension - Segment One	03/31/12		1,702,000		\$770									Alameda
4	MTC	Berkeley	ALA090062		City of Berkeley Transportation Action Plan	03/31/12		10,000						1,928,000					Alameda
4	MTC	Berkeley	ALA110007		1-880 SB HOV Lanes - Marina Blvd to Regency	03/31/12								400,000					Alameda
4	MTC	Caltrans	ALA070042		Alamo Canal Regional Trail, 1-580	03/31/12								1,021,000					Alameda
4	MTC	Dublin	ALA090066		Dublin Citywide Street Resurfacing	03/31/12	547,000												Alameda
4	MTC	Dublin	ALA110024		West Dublin BART Golden Gate Drive	03/31/12		580,000											Alameda
4	MTC	Dublin	ALA110034		Fremont/Asher Signal & Ped Crossing Improvements	03/31/12				391,400									Alameda
4	MTC	Fremont	5316.00		Fremont Wolfelegers Drive Intersection Improvement	03/31/12				316,200									Alameda
4	MTC	Fremont	5318.00		BRIDGE NO. 33C0128, NILES BLVD, OVER BARTD, UP RR, & BNSF RY, 0.6 MI SE/O DECOY RD. LSSRP Seismic Retrofit	03/31/12													Alameda
4	MTC	Fremont	5320(019)		PM0028, Bridge Preventive Maintenance Program, Various Stations. Sign Caters to Local Assets. Use HBP web site for backup list of bridges.	12/31/11				\$7,513,984									Alameda
4	MTC	Fremont	5320(034)		Mowry/Overacker Intersection Improvements	03/31/12				163,890									Alameda
4	MTC	Fremont	5322030		Paseo Padre Parkway Electroliner Replacement	03/31/12				120,150									Alameda
4	MTC	Fremont	5322041		Walnut Argonaut Lane Reduction & Roundabout	03/31/12				458,190									Alameda
4	MTC	Fremont	5322042		Fremont CBD/Midtown Streetscape	03/31/12		1,006,694											Alameda
4	MTC	Hayward	ALA110035		South Hayward BART Area/Dixon Street Satellite Bus Operating Facility Expan. Ph I & II	03/31/12								4,000,000					Alameda
4	MTC	LAVTA	ALA09SA09		1 & Z Area Trail Extension to Downtown Livermore	03/31/12													Alameda
4	MTC	Livermore	ALA110037		Livermore Village Plaza & Manufacture	03/31/12		2,500,000											Alameda
4	MTC	Newark	ALA110016		Newark - Cresta Blvd and Jarvis Ave	03/31/12		682,000											Alameda

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Local Assistance Obligation Plan
Obligation Authority needs for remainder of FFY 2012
AB 1012 Requirements

Due: April 1, 2012

(Should include all obligations from April 1, 2012 and later)

Project No.	Local Agency	Project Location	Project Scope / Description	Agency of Origin	Agency of Origin	RTP \$	CMAQ \$	HBP \$	HSIB \$	HRRR \$	SRTS \$	Fed. STP-TE \$	Submitted To Be Obligated	Federal \$	Total Obligation	Balance	Remarks	County
4	MTC Oakland	BRIDGE NO. 3302022, HEGENERGER RD. (3RD AVE) SAN LEANDRO, CA	BRIDGE NO. 3302022, HEGENERGER RD. (3RD AVE) SAN LEANDRO, CA. LSSRP Seismic Retrofit.	12/31/11	12/31/11			\$11,527,115										Alameda
4	MTC Oakland	BRIDGE NO. 3302023, COLISEUM WAY, OVER DAMON SLOUGH, 50S OF 86TH AVE. LSSRP Seismic Retrofit.	BRIDGE NO. 3302023, COLISEUM WAY, OVER DAMON SLOUGH, 50S OF 86TH AVE. LSSRP Seismic Retrofit.	12/31/11	12/31/11			\$3,402,721										Alameda
4	MTC Oakland	PM00002, Bridge Preventive Maintenance Program (BPMF), various bridges in the City. See Caltrans Local Assistance HBP web site for backup list of bridges.	PM00002, Bridge Preventive Maintenance Program (BPMF), various bridges in the City. See Caltrans Local Assistance HBP web site for backup list of bridges.	12/31/11	12/31/11			\$144,306										Alameda
4	MTC Oakland	BRIDGE NO. 3302048, 23RD AVENUE, OVER RIVER CREEK, BRIDGE NO. S OF EAST 12TH ST. BRIDGE NO. LSSRP Seismic Retrofit.	BRIDGE NO. 3302048, 23RD AVENUE, OVER RIVER CREEK, BRIDGE NO. S OF EAST 12TH ST. BRIDGE NO. LSSRP Seismic Retrofit.	12/31/11	12/31/11			\$5,689,712										Alameda
4	MTC Oakland	BRIDGE NO. 3302038, CAMPUS DR., OVER LION CREEK TRIBUTARY, ABOUT 0.5 MI SE REDWOOD RD. LSSRP Seismic Retrofit. 4/5/2010: Toll Credits programmed for PE. 8/30/2010: Toll credits for PE deleted.	BRIDGE NO. 3302038, CAMPUS DR., OVER LION CREEK TRIBUTARY, ABOUT 0.5 MI SE REDWOOD RD. LSSRP Seismic Retrofit. 4/5/2010: Toll Credits programmed for PE. 8/30/2010: Toll credits for PE deleted.	12/31/11	12/31/11			\$1,347,861										Alameda
4	MTC Oakland	Oakland Safe Routes To School (SRTS), Cycle2	Oakland Safe Routes To School (SRTS), Cycle2	03/31/12	03/31/12						802,148							Alameda
4	MTC Oakland	HSIP4-04-012 Heggenberger Rd/Edes Ave	HSIP4-04-012 Heggenberger Rd/Edes Ave	03/31/12	03/31/12				155,520									Alameda
4	MTC Oakland	HSIP4-04-011 Bancroft Ave/94th Ave	HSIP4-04-011 Bancroft Ave/94th Ave	03/31/12	03/31/12				86,025									Alameda
4	MTC Oakland	HSIP4-04-005 San Pablo Avar West St	HSIP4-04-005 San Pablo Avar West St	03/31/12	03/31/12				71,100									Alameda
4	MTC Oakland	Various Streets Resurfacing and Bikeway	Various Streets Resurfacing and Bikeway	03/31/12	03/31/12	3,057,000												Alameda
4	MTC Oakland	Various Streets Resurfacing and Bikeway	Various Streets Resurfacing and Bikeway	03/31/12	03/31/12	435,000												Alameda
4	MTC Pleasanton	Oakland Foothill Blvd Streetscape	Oakland Foothill Blvd Streetscape	03/31/12	03/31/12	2,200,000	709,000											Alameda
4	MTC Port of Oakland	Pleasanton - Foothill-580 TC Bike/Fed	Pleasanton - Foothill-580 TC Bike/Fed	03/31/12	03/31/12													Alameda
4	MTC San Leandro	Shore Power Initiative	Shore Power Initiative	03/31/12	03/31/12	3,000,000												Alameda
4	MTC San Leandro	PM00037, Bridge Preventive Maintenance Program, various locations. See Caltrans Local Assistance HBP website for backup list of bridges.	PM00037, Bridge Preventive Maintenance Program, various locations. See Caltrans Local Assistance HBP website for backup list of bridges.	12/31/11	12/31/11			\$686,106										Alameda
4	MTC San Leandro	Washington/Montevideo Signal Upgrade	Washington/Montevideo Signal Upgrade	03/31/12	03/31/12				66,321									Alameda
4	MTC San Leandro	San Leandro Downtown-BART Pedestrian	San Leandro Downtown-BART Pedestrian	03/31/12	03/31/12		4,298,437											Alameda
4	MTC Union City	Union City Blvd Corridor Bicycle Imp.	Union City Blvd Corridor Bicycle Imp.	03/31/12	03/31/12	860,000												Alameda
4	MTC Union City	Union City Intermodal Station Infrastructure	Union City Intermodal Station Infrastructure	03/31/12	03/31/12							715,000						Alameda
4	MTC Union City	Union City Intermodal Station Infrastructure	Union City Intermodal Station Infrastructure	03/31/12	03/31/12							3,000,000						Alameda
4	MTC Antioch	BRIDGE NO. 2600054, WILBUR AVE, OVER BNSF RY & AMTRAK, UP RR, 0.25 MI E/O MINNER DR. Widened from 2 to 4 lanes, rehabilitate bridge and upgrade bridge ratings.	BRIDGE NO. 2600054, WILBUR AVE, OVER BNSF RY & AMTRAK, UP RR, 0.25 MI E/O MINNER DR. Widened from 2 to 4 lanes, rehabilitate bridge and upgrade bridge ratings.	12/31/11	12/31/11			\$28,355										Contra Costa

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10/12/2011

DEPARTMENT OF TRANSPORTATION

OFFICE OF THE DIRECTOR
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*Flex your power!
Be energy efficient!*

October 14, 2011

Metropolitan Planning Organizations
Regional Transportation Planning Agencies

Recently, Congress has placed an increased focus on the expenditure of American Recovery and Reinvestment Act (Recovery Act) funds. The California Department of Transportation (Department) received the second largest amount of Highway funds in the nation, approximately \$2.6 billion that funded 982 projects. As of October 31, 2011, the rate of Recovery Act expenditures is approximately seventy percent of the funds received.

Congress made it clear that in enacting the Recovery Act, its primary purposes have been to preserve and create jobs, promote economic recovery and to assist those most impacted by the recession. To this end, the Department has been asked to provide expenditure projections for the next two Federal Fiscal Years (FFY). Analyses have been performed on data available and reported by project sponsors. Based on that, the Department projects that 90% of the funds will be expended by the end of the 2012 FFY, 94% in FFY 2013, and the remaining funds are anticipated to be expended by FFY 2015.

I encourage you to closeout any completed projects as quickly as possible. It is imperative that eligible costs incurred are billed timely and project closed as soon as possible after completion.

If you have any questions, please contact Laura Quintana, Recovery Act Program Manager, at 916-654-3777.

Sincerely,

A handwritten signature in blue ink, appearing to read "Malcolm Dougherty".

MALCOLM DOUGHERTY
Acting Director

FOK

c: Norma Ortega, Department's Chief Financial Officer
Laura Quintana, Department's Recovery Act Program Manager

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Memorandum

DATE: October 21, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Saravana Suthanthira, Senior Transportation Planner

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

Recommendations

It is recommended that the Commission adopt the final 2011 Congestion Management Program (CMP) report. The Executive Summary of the 2011 CMP is attached and the full report is available on the Alameda CTC website.

Summary

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

Fiscal Impact

None

Attachments

Attachment A - Executive Summary of the 2011 Congestion Management Program

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Executive Summary

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

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

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

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

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

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

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

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

THE TRANSPORTATION SYSTEM

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

CMP Network

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

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

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

MTS System

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

that are critical to the region's movement of people and freight. MTS¹ roadways were originally developed in 1991 and included roadways recognized as 'regionally significant' and included all interstate highways, state routes, and portion of the street and road system operated and maintained by the local jurisdictions.

LOS MONITORING

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

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

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

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

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

¹ In 2005, MTC updated the MTS to include Rural Major Collector streets and higher based on the Federal Functional Classification System (FFCS). The updated MTS is used by MTC for the purposes of funding and programming as well as in estimating roadway maintenance needs. The updated MTS was reviewed by Alameda CTC during the 2009 CMP Update to determine its usefulness and applicability to the Land Use Analysis Program. Based on input from local jurisdictions and discussions with MTC, it was determined that the updated MTS was not appropriate for the Land Use Analysis Program because it was too detailed for planning purposes and the previous version of the MTS would continue to be used.

PERFORMANCE ELEMENT

The Alameda CTC developed performance measures to evaluate how highways and roads function, as well as the frequency, routing and coordination of transit services. Performance measures are intended to support the goals adopted for the 2012 CWTP (Chapter 4).

Combined with LOS standards, the Performance Element provides a basis for evaluating whether the transportation system is achieving the broad mobility goals in the CMP. These include developing the Capital Improvement Program, analyzing land use impacts and preparing deficiency plans to address problems. For the 2011 CMP, implementation of the Performance Element will help the Alameda CTC prioritize projects for funding and developing management and operations strategies.

Below is a list of performance measures used in the CMP, along with the RTP and CWTP goals they help evaluate. These include the goals and performance measures adopted for the 2012 CWTP.

Performance Measure	CWTP Goal
Trips by Alternative Modes*	Multimodal
Low Income Households near Activity Centers*	Accessible, Affordable and Equitable
Low Income Households near Transit*	Accessible, Affordable and Equitable
Average Highway Speeds	Connected Reliable and Efficient
Travel Time*	Multimodal
Transit,	Connected
Highways,	Reliable and Efficient
HOV Lanes	Integrated with land use Clean & Healthy Environment
Duration of Traffic Congestion	Reliable and Efficient Clean and Healthy Environment
Roadway Maintenance	Well Maintained Reliable and Efficient Safe
Roadway Collisions*	Safe Clean and Healthy Environment
CO2 Emissions*	Clean and Healthy Environment
Fine Particulate Emissions*	Clean and Healthy Environment

Performance Measure	CWTP Goal
Completion of Countywide Bike Plan	Multimodal Reliable and Efficient, Clean and Healthy Environment
Completion of Countywide Pedestrian Plan*	Multimodal Reliable and Efficient, Clean and Healthy Environment
Transit Routing	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Transit Frequency	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Coordination of Transit Service	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment
Transit Ridership	Multimodal Connectivity Cost-Effective Reliable and Efficient Integrated with land use Clean and Health Environment

Performance Measure	CWTP Goal
Transit Vehicle Maintenance	Cost-Effective
	Reliable and Efficient
	Connected
	Safe
Transit Availability	Clean and Health Environment
	Cost-Effective
	Reliable and Efficient
	Connected
	Integrated with land use
Transit Capital Needs and Shortfall	Clean and Health Environment
	Reliable and Efficient
	Connected
	Clean and Health Environment

Note - * denotes new or expanded existing performance measure resulting from integrating the measures from the 2012 CWTP. Extent of data collection for these measures depends on additional funds and or data being available.

Using these measures, the Alameda CTC prepares an annual transportation Performance Report for review by local agencies and transit operators prior to publication. To minimize cost, the Alameda CTC relies on established data collection processes and regularly published reports for data. A list of established data collection efforts, by agency, follows.

Cities and County

- Countywide Bicycle Plan (Cities and County Public Works Department and Alameda CTC)

Transit Agencies

- Service Schedules and On-Time Performance
- Transit Ridership Routing (percentage of major centers served within 1/4-mile of a transit stop)
- Frequency (number of lines operating at each frequency level)
- Service Coordination (number of transfer centers)
- Average Time Between Off-Loads (BART)
- Miles Between Mechanical Road Calls (AC Transit, LAVTA and Union City Transit) Mean Time Between Service Delays (BART and ACE)
- Transit service frequency during peak periods and population at all transit stations in County

- Transit capital needs & Shortfall for high priority (Score 16) projects

MTC

- Roadway Maintenance Needs
- Pavement Management System data for the MTS
- Freeway Speed Runs and Duration of Freeway Congestion (when performed by MTC)

Caltrans

- Freeway Speed Runs and Duration of Freeway Congestion (when performed by Caltrans)
- Accident Rates on State Freeways
- Highways in need of rehabilitation

Alameda CTC

- Roadway Speeds on CMP roads, except freeways
- Travel Times for Origin-Destination pairs

Local agencies are encouraged to provide data to MTC or to maintain their own database of maintenance needs on the MTS. However, there is no compliance requirement for local agencies or transit operators related to the Performance Element.

Based on the recommendations of the Alameda CTC, subject to availability of funding and existing data sources, efforts will be made to:

- Augment the data collection for the additional and expanded measures that resulted from integrating the adopted measures from the 2012 CWTP to better assess performance of Alameda County transportation system.

TRAVEL DEMAND MANAGEMENT ELEMENT

While much of the CMP focuses on measurement and evaluation, an important part is the recommended use of TDM (Chapter 5). These are designed to reduce the need for new highway facilities over the long term and to make the most efficient use of existing facilities. The TDM Element also incorporates strategies to integrate air quality planning requirements with transportation planning and programming. Funding generally comes from the Transportation Fund for Clean Air (from fees on motor vehicle registration) and from the federal Surface Transportation Program and Congestion Mitigation and Air Quality Program. Taken together, the program represents a fiscally realistic program that would effectively complement the Alameda CTC's overall CMP.

A balanced program requires actions that local jurisdictions, the Alameda CTC, MTC, BAAQMD, Caltrans and local transit agencies would undertake. As required by state law, it promotes alternative transportation methods (carpools, vanpools, transit, bicycles, park-and-ride lots, etc.), promotes improvements in the jobs-housing balance and SMART Growth, considers parking cash-out programs (paying employees who do not use parking) and promotes other strategies such as flextime and telecommuting.

The TDM Element includes four programs:

- The **Required Program** requires local jurisdictions to adopt and implement guidelines for site design that enhance transit, pedestrian and bicycle access.
- The **Countywide Program** includes actions by the Alameda CTC to support efforts of local jurisdictions, such as the parking cash-out program, the Guaranteed Ride Home program and support of telecommuting.
- The **Regional Program** includes actions by MTC, BAAQMD and Caltrans to meet areawide needs. It focuses primarily on financial support for those activities that ensure coordinated transit, high-occupancy vehicle use, development and/or maintenance of park-and-ride lots, implementation of ramp metering and arterial, compliance with the American with Disabilities Act and bicycle and pedestrian improvements.
- Recognizing that the private sector also has a role in elements of the **Comprehensive Program** include those actions that employers may take to promote and encourage alternative modes of travel.

As part of the update to the Countywide Transportation Plan that is currently underway, an issue paper on TDM was developed. It explored the potential opportunities available for an effective TDM program in Alameda County. Chapter 5 TDM Element includes the recommendations from the issue paper and recommended that the five suggested initial TDM concepts for Alameda CTC to consider for expanding its TDM program.

To be found in conformance with this element of the CMP, local jurisdictions must adopt and implement the Required Program by September 1 of each year.

LAND USE ANALYSIS PROGRAM

The CMP includes a program to analyze the impacts of land use decisions made by local jurisdictions on the regional transportation systems (Chapter 6). The program estimates costs associated with mitigating those impacts, as well as providing credits for local public and private contributions to improving regional transportation systems. The intent of the Land Use Analysis Program is to:

- Better tie together local land use and regional transportation facility decisions;
- Better assess the impacts of development in one community on another community; and

- Promote information sharing between local governments when the decisions made by one jurisdiction will have an impact on another.

The Land Use Analysis Program is a process designed to improve decisions about land use developments and the investment of public funds on transportation infrastructure. To work best, the Alameda CTC is involved at the very early stages of the land development process. The purpose of the Alameda CTC's review is to assure that regional impacts are assessed, that appropriate mitigations are identified and that an overall program of mitigations can be implemented.

The Alameda CTC acts as a resource to local governments in analyzing the impacts of proposed land use changes on regional transportation systems. This includes making travel-demand models available to use in forecasting the impact of proposed general plan amendments (GPA) and other large-scale developments [if the local jurisdiction publishes a notice of preparation (NOP) for an environmental impact report (EIR)]. Alameda CTC staff could also be involved in discussing impact assessment approaches and impacts on the MTS.

Although land use remains the purview of local governments, the Alameda CTC can apply sanctions if local agencies do not comply with the requirements of the law. Local jurisdictions will have the following responsibilities regarding the analysis of transportation impacts of land use decisions.

- Modeling (using the most recent Alameda CTC-certified travel-demand model) all GPA and large-scale projects that require an EIR that meet the 100 p.m. peak-hour threshold. Results of the model shall be analyzed for impacts on the MTS and shall be incorporated in the environmental document.
- Forward to the Alameda CTC all NOP, draft EIR/statements, final EIR/statements and final disposition of the GPA/development requests.
- Work with the Alameda CTC mitigating development impacts on the MTS.
- Biennially provide an update (prepared by the jurisdiction's planning department) of projected land uses using the Association of Bay Area Government's (ABAG) most recent forecast for a near-term and far-term horizon year. This information will be provided in a format compatible with the countywide travel model.
- In terms of conformity, each local jurisdiction must demonstrate to the Alameda CTC that the Land Use Analysis Program is being carried out by September 1 of each year as part of the annual conformity process.

Additionally, in view of the current legislative requirements (SB 375 and AB 32), MTC, the CMAAs and local jurisdictions are required to find ways to develop and implement more projects and programs that better integrate transportation and land use and reduce GHG emissions, primarily through reduction of vehicle miles traveled (VMT). The Alameda Countywide Transportation Plan, currently being updated, is attempting to meet the SB 375 requirements by placing increased level of emphasis on land use planning, transportation and sustainability. In this context, as part of the 2011 CMP Update, the Alameda CTC performed a comprehensive review of the existing Alameda CTC activities related to land use and

transportation and identified various areas where improvements in planning, evaluation and monitoring can be made, many of them under the Land Use Analysis program as follows:

- Explore implementing an Automobile Trip Generated (ATG) measure for land use impact analysis program;
- Investigate feasibility of a program that promotes integration of land use and transportation supported with financial incentives, similar to the SCVTA's Community Design Transportation (CDT) program;
- Improve ability to tracking land use developments countywide; and
- Explore the possibility of adopting the recommended short term and long term policies to promote infill developments in Alameda County as described in the issue paper on infill development areas on page G-1 of the Appendix G – CMP Legislation and Infill Development Areas

Other recommendations by Alameda CTC include actions related to the LOS standards used for project impact analysis and collecting fair share related to impact mitigation as described below:

- Transition to using 2010 HCM LOS standards for conducting project impact analysis in the Land Use Analysis program, including exploring the option for transitioning to multi-modal standards
- Because the CMP Land Use Analysis Program currently does not have a mechanism in place for establishing contribution of fair share payment of impact mitigation measure for projects that would impact long travel corridors that traverse several Alameda County jurisdictions or for cross county corridors, . explore options for identifying and funding mitigation measures related to project impacts in long and cross county corridors

CAPITAL IMPROVEMENT PROGRAM

The CIP reflects the Alameda CTC's effort to maintain or improve the performance of the multimodal transportation system for the movement of people and goods and to mitigate regional transportation impacts identified through the Land Use Analysis Program.

Per federal requirements, it considers methods to improve the existing system, such as traffic operations systems, arterial signal timing, parking management, transit transfer coordination and transit marketing programs. Projects selected for the CIP also are consistent with the assumptions, goals, policies, actions and projects identified in the regional transportation plan (*Transportation 2035*), MTC's basic statement of Bay Area transportation policy.

The 2011 CIP covers fiscal year 2011/12 to 2017/18 and is comprised of:

- Major capital projects and transit rehabilitation projects programmed in the 2012 STIP, the Safe, Accountable, Flexible and Efficient Transportation Equity Act (SAFETEA), The New Act, Proposition 1B, Alameda County Vehicle Registration Fee (VRF), Measure B and CMA TIP; and

- Other major highway, transit and local projects intended to maintain or improve the performance of the CMP-network.

The projects in the CIP are linked to the vision and projects presented in the 2008 *Countywide Transportation Plan*, either as a specific capital project or from funding set aside to cover categories of projects. Such projects can include maintaining and rehabilitating local streets and roads, transit capital replacement, bicycle and pedestrian improvements and operational improvements.

In order to be in conformance with the CMP, local jurisdictions and project sponsors must, by February 1 of each odd-numbered year, submit to the Alameda CTC a list of projects intended to maintain or improve the LOS on the CMP-network and to meet transit performance standards.

MONITORING, CONFORMANCE AND DEFICIENCY PLANS

The Alameda CTC is responsible for annually monitoring the implementation of four elements of the CMP. Local agencies are usually responsible for maintaining LOS standards, adopting travel-demand requirements, implementing land use analysis programs and implementing TDM measures. The Alameda CTC, however, ensures that they are in “conformance” with CMP requirements. To meet the requirements of the CMP, the following must occur.

- Local jurisdictions have two TDM requirements: adoption and implementation of site design guidelines to enhance transit/pedestrian/bicycle access; and implementation of capital improvements that contribute to congestion management and emissions reduction.
- The Alameda CTC is required to develop a program for implementation by local agencies. This program will analyze the impacts and determine mitigation costs of land use decisions on the regional system (Chapter 8). Local jurisdictions remain responsible for approving, disallowing, or altering projects and land use decisions. The program must be able to determine land development impacts on the MTS and formulate appropriate mitigation measures commensurate with the magnitude of the expected impacts.

The Alameda CTC is required to prepare and biennially update a CIP aimed at maintaining or improving transportation service levels. Each city, the county, transit operators and Caltrans will provide input to these biennial updates.

If LOS standards are not met, a deficiency plan must be developed to achieve the adopted LOS standards at the deficient segment or intersection, or to improve the LOS and contribute to significant air quality improvements.

To determine conformance, Alameda CTC compares the monitoring information provided by local governments to the CMP requirements. If a local jurisdiction is found to be in non-conformance, upon notification from the Alameda CTC, the local jurisdiction has 90 days to remedy the area(s) of non-

conformance. Failure to address problems could adversely affect the jurisdiction's eligibility for future funds.

Responsibilities for Deficiency Plans

Local governments are responsible for preparing and adopting deficiency plans—proposed methods for bringing LOS standards up to par. However, they will need to consult with the Alameda CTC, Caltrans, local transit providers and BAAQMD. Local public-interest groups and members of the private sector may also have an interest in developing deficiency plans.

During the process of developing the plan, the local agency will need to consider whether it is possible to make physical improvements to the deficient segment. It may not be possible to do so for a number of reasons, including cost, availability of real estate, public opposition and air quality plan conflicts.

However, in developing the deficiency plan, both local and system alternatives must be considered and described. Local governments and the Alameda CTC should consider the impact of the proposed deficiency plan on the CMP system. An action plan to implement the chosen alternative must also be provided. The selection of either alternative is subject to approval by the Alameda CTC, which must find the action plan in the interest of the public's health, safety and welfare.

In order to provide support to local jurisdictions in terms of meeting any potential deficiency plan requirements, as part of the 2011 CMP Update, the Alameda CTC made the following recommendations:

- Consider providing funding priority for projects that would improve the performance of the deficient segments
- Update, deficiency plan guidelines to incorporate guidelines for preparing Areawide Deficiency Plans prior to the 2012 LOS Monitoring Study

DATABASE AND TRAVEL MODEL

The Alameda CTC has developed a uniform land use database for use in a countywide travel model (Chapter 9). The purpose of the database and travel model requirement is to bring to the congestion management decision-making process a uniform technical basis for analysis. This includes consideration of the benefits of transit service and TDM programs, as well as projects that improve congestion on the CMP-network. The modeling requirement is also intended to assist local agencies in assessing the impacts of new development on the transportation system.

The database developed for use with the countywide travel model is based on data summarized in ABAG's *Projections 2009* report. Projections of socioeconomic variables were made for the traffic analysis zones defined for Alameda County. By aggregating the projections made for each zone, the Alameda CTC produced projections of socioeconomic characteristics for unincorporated areas of the county, the 14 cities and for the four planning areas:

- Planning Area 1—cities of Albany, Berkeley, Emeryville, Oakland, Alameda and Piedmont;

- Planning Area 2—cities of San Leandro, Hayward, and the unincorporated areas of Castro Valley, Ashland and San Lorenzo;
- Planning Area 3—cities of Union City, Newark and Fremont; and
- Planning Area 4—cities of Pleasanton, Dublin, Livermore and the unincorporated areas of east County.

In June 2005, the Alameda Countywide Travel Demand Model was updated to use Cube platform and later updated in 2007 and 2009 to be consistent with the assumptions of the MTC's Regional Transportation Model. The most recent update to the model was completed in May 2011. It incorporated land use assumptions to ABAG's Projections 2009 and revised several features.

The countywide model will next be updated to incorporate 2010 census data along with updating the model base year from 2000 to 2010 to correspond with the 2010 census, and to change the long-term forecast year from 2035 to 2040.

CONCLUSIONS AND IMPLEMENTATION ISSUES

The CMP has several interrelated elements intended to foster better coordination among decisions about land development, transportation and air quality. Several conclusions can be reached about the CMP relative to the requirements of law and its purpose and intent (Chapter 10). Specifically, the CMP:

- Contributes to maintaining or improving transportation service levels.
- Conforms to MTC's criteria for consistency with *Transportation 2035*.
- Provides a travel model whose specifications and output are consistent with MTC's regional model.
- Is consistent with MTC's Transportation Control Measures Plan.
- Specifies a method for estimating roadway LOS which is consistent with state law.
- Identifies candidate projects for the STIP and federal Transportation Improvement Program.
- Has been developed in cooperation with the cities, the County of Alameda, transit operators, the BAAQMD, MTC, adjacent counties, Caltrans and other interested parties.
- Provides a forward-looking approach to dealing with the transportation impacts of local land use decisions.
- Considers the benefit of Green House Gas reductions in developing the CIP

During the development and update of the CMP for Alameda County, several issues have been uncovered which will need further action by the Alameda CTC.

- Lack of funding to support the CMP, including adequate capital resources and Alameda CTC/local government funding.

- Limited ability of the Alameda CTC to influence transportation investment when most transportation funding programs are beyond the purview of the CMP legislation.
- Identify responsible agency for monitoring and maintenance of LOS on the state highway system.
- Transportation revenue shortfalls.
- Continued improvement of the Land Use Analysis Program.
- Congestion pricing strategies
- CEQA Reform and need for multi-modal level of service.
- Implementation of SB 375 – Redesigning Communities to Reduce Greenhouse Gases
- Parking Standards and Policies
- Infill development areas
- Mitigating impacts on cross county corridors and long corridors traversing several Alameda County jurisdictions
- Level of Service Standards and Highway Capacity Manual (HCM)
- Funding Priority for Deficient Segments

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Memorandum

DATE: October 26, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Laurel Poeton, Assistant Transportation Planner

RE: **Approval of the Final Conformity Findings for the 2011 Congestion Management Plan (CMP)**

Recommendation

It is recommended that the Commission:

- 1) Find that all local jurisdictions are in conformance with the Congestion Management Program (CMP) annual conformity requirements, and
- 2) Approve the Deficiency Plan status reports regarding SR 260 Posey Tube eastbound to I-880 northbound freeway connection, SR 185 northbound between 46th and 42nd Avenues and Mowry Avenue eastbound from Peralta Boulevard to SR 238/Mission Boulevard.

As of the ACTAC mailing, all jurisdictions but one are in conformance with the CMP requirements. The City of Albany has indicated that it will be submitting the required documentation by the time of the Commission meeting. Staff will be working with the City of Albany to fulfill the final conformity requirement. An update will be provided at the meeting.

Summary

Local jurisdictions are required to comply with the CMP as follows:

- 1) (a) Tier 1 Land Use Analysis – submit to Alameda CTC all Notice of Preparations, EIRs and General Plan amendments;
(b) Tier 2 Land Use Forecasts- review ABAG Projections by traffic analysis zones;
- 2) Traffic Demand Management (TDM) – Complete Site Design Checklist;
- 3) Payment of Fees; and
- 4) Deficiency Plans and Deficiency Plan Progress Reports, as needed in some jurisdictions.

All of the jurisdictions that are required to provide a Deficiency Plan status report have complied with the requirement. In addition, all jurisdictions but one have complied with the remaining three conformity requirements.

Discussion

Letters were sent to the jurisdictions requesting 1a) Tier 1 Land Use Analysis Program and 2) TDM Site Design Checklist information by September 30, 2011, and 4) Deficiency Plan Progress Reports from the responsible jurisdictions by October 3, 2011. Responses were received from all of the jurisdictions.

Attachment A “2011 CMP Conformance Land Use Analysis, Site Design, Payment of Fees and Deficiency Plans” indicates that all jurisdictions but one the City of Albany, have completed the annual requirements for the CMP conformance.

Regarding the requirement for some jurisdictions to submit Deficiency Plans or Deficiency Plan Progress Reports, no CMP roadway segments were found to be deficient in 2010, the last LOS Monitoring cycle for which data is available based on the select link analysis from the Countywide Travel Demand Model and after applying all applicable exemptions. Therefore, the preparation and submission of Deficiency Plans for 2011 is not required. However, there are three ongoing Deficiency Plans for 2011, for which jurisdictions are required to send progress reports. All jurisdictions that are required to report on the three active deficiency plans are in conformance as follows:

- 1) SR 260 Posey Tube eastbound to I-880 northbound freeway connection
Lead: City of Oakland
Participation Jurisdictions: Cities of Berkeley and Alameda
Progress Report and Letters of Concurrence: Received and short term mitigation measure has been completed and progress is satisfactory. Additionally, the cities of Oakland and Alameda requested support from the regional agencies in securing funds for portion of the Phase II improvements for the Webster ITS project, which is one of the improvement measures in the Deficiency Plan. The Alameda CTC will work with the cities to determine funding availability
- 2) SR 185 northbound between 46th and 42nd Avenues
Lead: City of Oakland
Participation Jurisdiction: City of Alameda
Progress Report and Letters of Concurrence: Received and the progress is satisfactory on both short term and long term mitigation measures.
- 3) Mowry Avenue eastbound from Peralta Boulevard to SR 238/Mission Boulevard
Lead: City of Fremont
Participation Jurisdictions: Newark
Progress Report and Letters of Concurrence: Received and the progress is satisfactory.

Fiscal Impacts

There are no fiscal impacts at this time.

Attachments

Attachment A 2011 CMP Conformance: Land Use Analysis, Site Design Guidelines, Payment of Fees, and Deficiency Plans

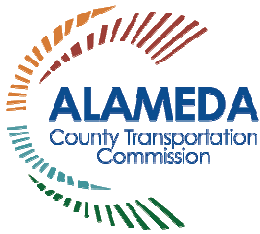
Table 1
2011 CMP CONFORMANCE
Land Use Analysis, Site Design, Payment of Fees and Deficiency Plans

Jurisdiction	Land Use Analysis Program			Site Design	Payment of Fees	Deficiency Plans/LOS Standards	Meets All Requirements
	Tier 1 - Ordinance Adoption	Tier 1: GPA & NOP Submittals	Tier 2- Land Use Forecasts*				
Alameda County	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Alameda	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Albany	Yes		Yes	Yes	Yes	N/A	
City of Berkeley	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Dublin	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Emeryville	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Fremont	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Hayward	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Livermore	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Newark	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Oakland	Yes	Yes	Yes	Yes	Yes	Yes	Yes
City of Piedmont	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Pleasanton	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of San Leandro	Yes	Yes	Yes	Yes	Yes	N/A	Yes
City of Union City	Yes	Yes	Yes	Yes	Yes	N/A	Yes

N/A indicates that the city is not responsible for any deficiency plan in the past fiscal year.

* The Alameda CTC is currently working with the jurisdictions and ABAG to update the land use forecasts in the context of developing the Sustainable Community Strategy (SCS)

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Memorandum

DATE: October 23, 2011
TO: Alameda County Technical Advisory Committee (ACTAC)
FROM: Matt Todd, Manager of Programming
SUBJECT: Approval of State Transportation Improvement Program (STIP) At Risk Report

Recommendations:

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

Summary:

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

Information:

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

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

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

Attachments:

Attachment A - STIP At Risk Report

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STIP At Risk Report
 2010 STIP Locally-Sponsored Alameda County Projects

Status Date: October 31, 2011

Red Zone Projects

Index	PP No.	Sponsor	Project Title		Phase	FY	Req'd Activity	Date	Zone	Notes	Prev Zone
	Source	Prog'd Amount						Req'd By			
		(\$x 1,000)									
1	2009A	AC Transit	Maintenance Facilities Upgrade		Con	06/07	Complete Expend	Note 1	R	\$3,705K Allocated 9/7/06 12-Mo Ext App'd Jan 10	R
	RIP	\$3,705									
2	0139F	ACCMA	Rt 580, Landscaping, San Leandro Estudillo Ave - 141st		Con	10/11	Allocate Funds	11/30/11	R	5-Mo Ext App'd 5/12/11 Allocation on 10/26/11 CTC	R
	RIP-TE	\$350									
3	2009L	Alameda Co.	Vasco Road Safety Improvements		Con	07/08	Accept Contract	Note 1	R	\$4.6M Allocated 2/14/08 Contract Awd 7/29/08	R
	RIP	\$4,600									
4	2100F	Alameda Co.	Cherryland/Ashland/Castro Valley Sidewalk Imps.		Con	10/11	Award Contract	11/12/11	R	\$1,150 Allocated 5/12/11 Ext. Req. Pending	Y
	RIP-TE	\$1,150									
5	2008B	BART	MacArthur BART renovate & enhance entry plaza		Con	10/11	Award Contract	12/23/11	R	\$954 Allocated 6/23/11	R
	RIP-TE	\$954									
6	2009W	Berkeley	Ashby BART Station Intermodal Imps		Con	07/08	Accept Contract	12/26/11	R	\$4,614 Allocated 6/26/08	Y
	RIP	\$4,614									
	RIP	\$1,500			Con	09/10	Accept Contract	12/26/11	R	AB 3090 App'd 8/28/08 \$1.5M Allocated 9/10/09	
7	2100G	Berkeley	Berkeley Bay Trail Project, Seg 1		Con	10/11	Allocate Funds	2/28/12	R	8-Mo Ext App'd 6/23/11	R
	RIP-TE	\$1,928									
8	2100H	Dublin	Alamo Canal Regional Trail, Rt 580 undercrossing		Con	10/11	Award Contract	2/11/12	R	\$1,021 Allocated 8/11/11	R
	RIP-TE	\$1,021									
9	1022	Oakland	Rte. 880 Access at 42nd Ave./High St., APD		R/W	07/08	Complete Expend	2/29/12	R	\$5.99M Allocated 12/13/07	G
	RIP	\$5,990									
10	2103A	Oakland	Oakland Coliseum TOD		Con	10/11	Award Contract	12/23/11	R	\$885 Allocated 6/23/11	R
	RIP-TE	\$885									
11	2110A	Union City	Union City Intermodal Stn, Ped Enhanc PH 2 & 2A		Con	10/11	Award Contract	12/23/11	R	\$3M Allocated 6/23/11	R
	RIP-TE	\$3,000									
	RIP	\$715			Con	11/12	Allocate Funds	6/30/12	G		

Yellow Zone Projects

Index	PP No.	Sponsor	Project Title		Phase	FY	Req'd Activity	Date	Zone	Notes	Prev Zone
	Source	Prog'd Amount						Req'd By			
		(\$x 1,000)									
12	00160	ACCMA	I-680 SB HOT Lane Accommodation		Con	07/08	Accept Contract	6/26/12	Y	\$8M Allocated 6/26/08 42 -Months App'd by CTC	G
	RIP	\$8,000									

STIP At Risk Report
 2010 STIP Locally-Sponsored Alameda County Projects

Status Date: October 31, 2011

Green Zone Projects

Index	PP No.	Sponsor	Project Title		Phase	FY	Req'd Activity	Date	Zone	Notes	Prev Zone
		Source	Prog'd Amount					Req'd By			
			(\$x 1,000)								
13	2009B	AC Transit	SATCOM Expansion								
		RIP	\$1,000	Con	06/07	Accept Contract	Note 3	G	\$1,000K	Allocated 9/7/06	G
14	2009C	AC Transit	Berkeley/Oakland/San Leandro Corridor MIS								
		RIP	\$2,700	Env	06/07	Final Invoice/Report	Note 3	NA	\$2,700K	Allocated 4/26/07	G
15	2009D	AC Transit	Bus Component Rehabilitation								
		RIP	\$4,500	Con	06/07	Accept Contract	Note 3	G	\$4.5M	Allocated 7/20/06	G
16	2009Q	AC Transit	Bus Purchase								
		RIP	\$14,000	Con	06/07	Accept Contract	Note 3	G	\$14M	Allocated 10/12/06	G
17	0044C	ACCMA	I-880 Reconstruction, 29th to 23rd								
		RIP	\$2,000	PSE	10/11	Complete Expend	6/30/13	G			G
18	0062E	ACCMA	I-80 Integrated Corridor Mobility								
		RIP	\$954	Env	07/08	Final Invoice/Report		NA	\$954	Allocated 9/5/07 Contra Costa RIP Expenditures Comp	G
19	2100K	ACCMA	I-880 Landscape/Hardscape Improvements in San Leandro								
		RIP-TE	\$400	PSE	09/10	Complete Expend	6/30/12	G	\$400K	Allocated 6/30/10	G
20	2179	ACCMA	Planning, Programming and Monitoring²								
		RIP	\$1,993	Con	12/13	Allocate Funds	6/30/13	G			
		RIP	\$1,948	Con	10/11	Complete Expend	6/30/13	G	\$1,948	Allocated 7/1/10	
		RIP	\$1,947	Con	11/12	Complete Expend	6/30/14	G	\$1,947	Allocated 8/11/11	
21	0081D	ACTA	Rte 84 Expressway - Fremont and Union City								
		RIP	\$9,300	Con	14/15	Allocate Funds	6/30/15	G			G
22	0016U	ACTIA	I-580 Castro Valley I/C Improvements								
		RIP	\$7,315	Con	07/08	Final Invoice/Report		NA		Contract Accepted July 2011	R
23	2009N	Alameda	Tinker Avenue Extension								
		RIP	\$4,000	Con	07/08	Accept Contract	3/17/12	G	\$4M	Allocated 9/25/08 Contract Awd 3/17/09	G
24	1014	BART	BART Transbay Tube Seismic Retrofit								
		RIP	\$38,000	Con	07/08	Complete Expend	12/31/12	G	\$38M	Allocated 9/5/07 18-Month Ext 6/23/11	R
25	2009P	BART	Alameda County BART Station Renovation								
		RIP	\$3,000	Con	07/08	Accept Contract	10/30/12	G	\$3M	Allocated 12/11/08 4-Mo Ext App'd June 09	G
		RIP	\$248	PSE	07/08				\$248	Allocated 9/5/07 Expend. Complete	
26	2009Y	BART	Ashby BART Station Concourse/Elevator Imps								
		RIP-TE	\$1,200	Con	07/08	Accept Contract	1/22/12	G	\$1,200	Allocated 6/26/08	G

STIP At Risk Report
 2010 STIP Locally-Sponsored Alameda County Projects

Status Date: October 31, 2011

Green Zone Projects (cont.)

Index	PP No.	Sponsor		Project Title			Date Req'd By	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity				
27	2103	BART		Oakland Airport Connector						
		RIP	\$20,000	Con	10/11	Accept Contract	9/1/14	G	App'd into STIP and allocated 9/23/10 Awarded Oct 2010	G
28	2014U	GGBHTD		SF Golden Gate Bridge Barrier						
		RIP	\$12,000	Con	11/12	Allocate Funds	6/30/12	G		G
29	2009K	LAVTA		Satellite Bus Operating Facility (Phases 1 & 2)						
		RIP	\$4,000	Con	11/12	Allocate Funds	6/30/12	G	Moved to Delivered List at Mar 2011 CTC	G
		RIP	\$1,500	Con	06/07	Final Invoice/Report	NA		Contract Accepted	
30	2140S	LAVTA		Rideo Bus Restoration Project						
		RIP-TE	\$200	Con	10/11	Accept Contract	8/10/14	G	\$200 Allocated 5/12/11 from SM County Reserve Contract Awd 8/10/11	R
31	2100	MTC		Planning, Programming and Monitoring²						
		RIP	\$114	Con	12/13	Allocate Funds	6/30/13	G		
		RIP	\$113	Con	10/11	Complete Expend	6/30/13	G	\$113 Allocated 7/1/10	
		RIP	\$114	Con	11/12	Complete Expend	6/30/14	G	\$114 Allocated 8/11/11	
		RIP	\$118	Con	13/14	Allocate Funds	6/30/14	G		
		RIP	\$122	Con	14/15	Allocate Funds	6/30/15	G		
32	2100C1	Oakland		MacArthur Transit Hub Improvement, 40th St						
		RIP-TE	\$193	Con	07/08	Final Invoice/Report		NA	\$193 Allocated 7/26/07	G
33	2100E	Oakland		7th St. / West Oakland TOD						
		ARRA-TE	\$1,300	Con	09/10	Accept Contract	9/30/12	G	\$1,300 Obligated 8/5/09 Contract Awd 2009	G
34	2110	Union City		Union City Intermodal Station						
		RIP	\$4,600	Con	07/08	Final Invoice			\$4.6M Allocated 9/5/07	R
		RIP	\$720	Con	05/06	Final Invoice			\$720K Allocated 11/9/06	
		RIP-TE	\$5,307	Con	05/06	Final Invoice			\$5,307K Allocated 11/9/06	
		RIP-TE	\$2,000	Con	06/07	Final Invoice			\$2,000K Allocated 11/9/06	
		RIP	\$9,787	Con	06/07	Final Invoice			\$9,787K Allocated 11/9/06 6-Mo Ext App'd 9/23/10 for Accept Contract Site Imps accepted 11/19/10	

Notes:

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

STIP At Risk Report 2010 STIP Locally-Sponsored Alameda County Projects	Status Date: October 31, 2011
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2010 STIP - Timely Use of Funds Provisions

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

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

Zone Criteria

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

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

Other Zone Criteria

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

Notes:



Memorandum

DATE: October 23, 2011
TO: Alameda County Technical Advisory Committee (ACTAC)
FROM: Matt Todd, Manager of Programming
SUBJECT: Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report

Recommendations:

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

Summary:

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

Information:

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

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

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

Attachments:

Attachment A - Federal STP/CMAQ Program At Risk Report

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Red Zone Projects

Index	TIP ID	Sponsor		Project Title			Date	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity				
1	ALA110025	Alameda	Alameda	Alameda - Otis Drive Rehabilitation			12/08/11	R	\$837 Obligated 3/8/11	Y
							03/08/12	G		
							03/08/17	G		
2	ALA030002	Ala County	Ala County	Vasco Road Safety Improvements Phase 1A			Note 1	R	Contract awarded 6/7/11	
							08/31/16	G		
3	ALA090069	Ala County	Ala County	Alameda County: Rural Roads Pavement Rehab			02/01/12	R	\$320 Obligated 3/16/11	G
							04/30/12	G		
							03/16/17	G		
4	ALA110026	Ala County	Ala County	Alameda Co - Central Unincorporated Pavement Rehab			02/01/12	R	\$50 Obligated 3/23/11	G
							04/30/12	G		
							03/23/17	G		
5	SRTS1-04-001	Ala County	Ala County	Fairview Elementary School Vicinity Improvements			12/31/11	R	See Note 2	R
							03/31/14	G		
							09/30/13	G		
6	HSIP2-04-024	Ala County	Ala County	Castro Valley Blvd - Wisteria St Intersection and Frontage Improvements			12/31/11	R	See Note 2	R
							03/31/14	G		
							9/31/13	G		
							9/31/13	G		
7	ALA110030	Albany	Albany	Albany - Buchanan Bicycle and Pedestrian Path			02/01/12	R	\$1,990 Obligated 2/22/11	G
							04/30/12	G		
8	ALA110007	Berkeley	Berkeley	City of Berkeley Transit Action Plan - TDM			02/01/12	R	\$10	Y
							04/30/12	G		
							02/22/17	G		
9	ALA110024	Dublin	Dublin	Dublin Citywide Street Resurfacing			02/01/12	R	\$547	G
							04/30/12	G		

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Red Zone Projects (cont.)

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

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Red Zone Projects (cont.)

Index	TIP ID	Sponsor		Project Title		Req'd Activity	Date	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY					
19	ALA110037	Livermore	\$2,500	Con	11/12	Submit Req for Auth	02/01/12	R		R
							Obligate Funds	04/30/12		
20	ALA110016	Newark	\$682	Con	11/12	Submit Req for Auth	02/01/12	R	Sponsor confirmed on track	G
							Obligate Funds	04/30/12		
21	ALA110006	Oakland	\$3,492	Con	11/12	Submit Req for Auth	02/01/12	R		Y
							Obligate Funds	04/30/12		
				STP	\$560	PE	10/11	Liquidate Funds	02/22/17	G
22	ALA110029	Oakland	\$2,200	Con	11/12	Submit Req for Auth	02/01/12	R		G
							Obligate Funds	04/30/12		
23	SRTS2-04-007	Oakland	\$802	Con	10/11	Submit Req for Auth	12/31/11	R	See Note 2	G
							Complete Closeout	03/31/14		
				SRTS	\$118	PE	Prior	Liquidate Funds	09/30/13	G
24	ALA110031	Pleasanton	\$709	Con	11/12	Submit Req for Auth	02/01/12	R		G
							Obligate Funds	04/30/12		
25	ALA110010	Port	\$3,000	Con	11/12	Submit Req for Auth	02/01/12	R		R
							Obligate Funds	04/30/12		
26	ALA110027	San Leandro	\$4,298	Con	11/12	Submit Req for Auth	02/01/12	R		R
							Obligate Funds	04/30/12		
				CMAQ	\$312	PE	10/11	Liquidate Funds	12/21/16	G
27	ALA110028	Union City	\$860	Con	11/12	Submit Req for Auth	02/01/12	R	Sponsor confirmed on track	R
							Obligate Funds	04/30/12		
28	HSIP2-04-027	Ala. County	\$427	Con	10/11	Submit Req for Auth	06/30/12	Y	See Note 2	R
							Complete Closeout	09/30/14		
				HSIP	\$59	Prior	Liquidate Funds	03/30/14	G	See Note 2

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Yellow Zone Projects

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

Green Zone Projects

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

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Green Zone Projects

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

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Green Zone Projects

Index	TIP ID	Sponsor		Project Title			Date Req'd By	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity				
50	HSIP2-04-005	Oakland		Various Intersections	Pedestrian	Improvements				
51	HSIP4-04-005	Oakland		San Pablo Ave - West St - W. Grand Ave	Intersections					
52	HSIP4-04-011	Oakland		Bancroft Ave - 94th Ave	Improvements					
53	HSIP4-04-012	Oakland		Hegenberger Rd	Intersections					
54	SRTS1-04-014	Oakland		Intersection Improvements at Multiple School (5 Elem. + 1 Middle)						
55	ALA110021	Pleasanton		Pleasanton Various Streets	Pavement Rehab					
56	ALA110020	San Leandro		San Leandro - Marina Blvd	Rehabilitation					
57	HSIP4-04-015	San Leandro		Washington Ave / Monterey Blvd						
58	ALA110017	Union City		Union City - Dyer Street	Rehabilitation					

Notes:

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

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Appendix A			
Federal At Risk Report Zone Criteria			
Required Activities per Resolution 3606 (Revised July 23, 2008)			
Required Activities Monitored by CMA¹	Criteria Timeframes for Required Activities		
	Red Zone	Yellow Zone	Green Zone
Request Project Field Review	Project in TIP for more than nine (9) months, or obligation deadline for Con funds within 15 months.	Project in TIP for less than nine (9) months, and obligation deadline for Con funds more than 15 months away.	All conditions other than Red or Yellow Zones
Submit Environmental Package	NA	NA	NA
Approved DBE Program and Methodology	NA	NA	NA
Submit Request for Authorization (PE)	within three (3) months	within three (3) to six (6) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (R/W)	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones
Submit Request for Authorization (Con)	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Obligation/ FTA Transfer	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Advertise Construction	within four (4) months	within four (4) to six (6) months	All conditions other than Red or Yellow Zones
Award Contract	within six (6) months	within six (6) to nine (9) months	All conditions other than Red or Yellow Zones
Award into FTA Grant	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Submit First Invoice	within two (2) months	within two (2) to four (4) months	All conditions other than Red or Yellow Zones
Liquidate Funds	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones Move to Appendix D
Project Closeout	within four (4) months	within four (4) to nine (9) months	All conditions other than Red or Yellow Zones
Other Zone Criteria			
Red Zone	Projects with funds programmed in the same FY for both a project development phase (i.e. Env or PSE) and a capital phase (i.e. R/W or Con) without the project development phase(s) obligated.		
Yellow Zone	Projects with an Amendment to the TIP pending.		
Notes: ¹ See Appendix B for more information about the Required Activities and Resolution 3606.			

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Appendix B		
Definitions of the Required Activities per Resolution 3606 (As revised July 23, 2008)		
Index	Definition	Deadline
1	Req Proj Field Rev	
	Per MTC Resolution 3606-Revised, "Implementing agencies are required to request a field review from Caltrans Local Assistance within 12 months of approval of the project in the TIP ¹ , but no less than 12 months prior to the obligation deadline of construction funds. This policy also applies to federal-aid projects in the STIP. The requirement does not apply to projects for which a field review would not be applicable, such as FTA transfers, regional operations projects and planning activities. Failure for an implementing agency to make a good-faith effort in requesting and scheduling a field review from Caltrans Local Assistance within twelve months of programming into the TIP could result in the funding being reprogrammed and restrictions on future programming and obligations. Completed field review forms must be submitted to Caltrans in accordance with Caltrans Local Assistance procedures."	12 months from approval in the TIP ¹ , but no less than 12 months prior to the obligation deadline of construction funds.
2	Sub ENV package	
	Per MTC Resolution 3606-Revised, "Implementing agencies are required to submit a complete environmental package to Caltrans for all projects (except those determined Programmatic Categorical Exclusion as determined by Caltrans at the field review), twelve months prior to the obligation deadline for right of way or construction funds. This policy creates a more realistic time frame for projects to progress from the field review through the environmental and design process, to the right of way and construction phase. If the environmental process, as determined at the field review, will take longer than 12 months before obligation, the implementing agency is responsible for delivering the complete environmental submittal in a timely manner. Failure to comply with this provision could result in the funding being reprogrammed. The requirement does not apply to FTA transfers, regional operations projects or planning activities."	12 months prior to the obligation deadline for RW or Con funds. (No change)
3	Approved DBE Prog	
	Per MTC Resolution 3606-Revised, "Obligation of federal funds may not occur for contracted activities (any combination of environmental/ design/ construction/ procurement activities performed outside the agency) until and unless an agency has an approved DBE program and methodology for the current federal fiscal year. Therefore, agencies with federal funds programmed in the TIP must have a current approved DBE Program and annual methodology (if applicable) in place prior to the fiscal year the federal funds are programmed in the TIP. STP/CMAQ funding for agencies without approved DBE methodology for the current year are subject to redirection to other projects after March 1. Agencies should begin the DBE process no later than January 1 to meet the March 1 deadline. Projects advanced under the Expedited Project Selection Process (EPSP) must have an approved DBE program and annual methodology for the current year (if applicable) prior to the advancement of funds."	Approved program and methodology in place prior to the FFY the funds are programmed in the TIP.
4	Sub Req for Auth	
	Per MTC Resolution 3606-Revised, "In order to ensure funds are obligated or transferred to FTA in a timely manner, the implementing agency is required to deliver a complete funding obligation / FTA Transfer request package to Caltrans Local Assistance by February 1 of the year the funds are listed in the TIP. Projects with complete packages delivered by February 1 of the programmed year will have priority for available OA, after ACA conversions that are included in the Obligation Plan. If the project is delivered after February 1 of the programmed year, the funds will not be the highest priority for obligation in the event of OA limitations, and will compete for limited OA with projects advanced from future years. Funding for which an obligation/ FTA transfer request is submitted after the February 1 deadline will lose its priority for OA, and be viewed as subject to reprogramming."	February 1 of FY in which funds are programmed in the TIP.

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

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

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Appendix B		
Definitions of the Required Activities per Resolution 3606 (As revised July 23, 2008)		
Index	Definition	Deadline
8a	Inactive Projects	
	Per MTC Resolution 3606-Revised, "Most projects can be completed well within the state's deadline for funding liquidation or FHWA's ten-year proceed-to-construction requirement. Yet it is viewed negatively by both FHWA and the California Department of Finance for projects to remain inactive for more than twelve months. It is expected that funds for completed phases will be invoiced immediately for the phase, and projects will be closed out within six months of the final project invoice. Funds that are not invoiced and reimbursed at least once every 12 months are subject to de-obligation by FHWA. There is no guarantee the funds will be available to the project once de-obligated."	Funds must be invoiced and reimbursed against once every 12 months to remain active.
9	Liquidate Funds	
	Per MTC Resolution 3606-Revised, "Funds must be liquidated (fully expended, invoiced and reimbursed) within six years of obligation. California Government Codes 16304.1 and 16304.3 places additional restrictions on the liquidation of federal funds. Generally, federal funds must be liquidated (fully expended, invoiced and reimbursed) within 6 state fiscal years following the fiscal year in which the funds were appropriated. Funds that miss the state's liquidation/ reimbursement deadline will lose State Budget Authority and will be de-obligated if not re-appropriated by the State Legislature, or extended (for one year) in a Cooperative Work Agreement (CWA) with the California Department of Finance. This requirement does not apply to FTA transfers."	Funds must be liquidated within six years of obligation.
10	Estimated Completion Date/Project Closeout	
	Per MTC Resolution 3606-Revised, "Implementing Agencies must fully expend federal funds on a phase one year prior to the estimated completion date provided to Caltrans. At the time of obligation, the implementing agency must provide Caltrans with an estimated completion date for that project phase. Any un-reimbursed federal funds remaining on the phase after the estimated completion date has passed, is subject to project funding adjustments by FHWA. Projects must be properly closed out within six months of final project invoice. Projects must proceed to construction within 10 years of federal authorization of the initial phase. Federal regulations require that federally funded projects proceed to construction within 10 years of initial federal authorization of any phase of the project. Furthermore, if a project is canceled, or fails to proceed to construction in 10 years, FHWA will de-obligate any remaining funds, and the agency is required to repay any reimbursed funds. If a project is canceled as a result of the environmental process, the agency does not have to repay reimbursed costs for the environmental activities. However, if a project is canceled after the environmental process is complete, or a project does not proceed to construction within 10 years, the agency is required to repay all reimbursed federal funds. Agencies with projects that have not been closed out within 6 months of final invoice will have future programming and OA restricted until the project is closed out or brought back to good standing by providing written explanation to Caltrans Local Assistance, the applicable CMA and MTC."	Est. Completion Date: For each phase, fully expend federal funds 1 year prior to date provided to Caltrans. Project Close-out: Within 6 months of final project invoice.
Notes:		
<ol style="list-style-type: none"> ¹ Approval in the TIP: For administrative/ minor TIP Amendments it is the date of Caltrans approval. For formal TIP Amendments, it is the date of FHWA approval. ² Per DOT letter from Caltrans Local Assistance to MPOs, regarding "Procedural Changes in Managing Obligations", dated 9/15/05. 		



Memorandum

DATE: October 20, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Matt Todd, Manager of Programming

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

Recommendation:

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

Information:

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

Attachments:

Attachment A – CMA Exchange Projects Quarterly Status Report

CMA Exchange Projects - Quarterly Status Report
 Status Date: October 31, 2011

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

Notes:

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



Memorandum

DATE: October 20, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Jacki Taylor, Program Analyst

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

Recommendation:

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

Summary:

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

Information:

The report includes currently active and recently completed projects programmed with Alameda County TFCA Program Manager funds. The report segregates the active projects into “Red”, “Yellow”, and “Green” zones based on upcoming project delivery milestones. For this reporting cycle, there are a total of 39 active projects, 15 of which are listed under the report’s “Green Zone” and do not have required activities due for eight months or more. Of the 24 remaining projects in the “Red Zone”, 14 have FY 11/12 funding agreements due by January 2012. The other 10 are in for funding expiration dates in late December 2011 or mid January 2012. For these projects, either a confirmation has been received that the deadline will be met, or a funding extension has been requested (and is scheduled for approval by the Alameda CTC Board on October 27th). As noted at the end of the report, The South Fremont Arterial project, 09ALA05, has been completed and will be removed from the next report.

Note that an estimated project start date is included under the “Date Due” column of the report, but it is not a true deadline, and as such does not have a zone of risk associated with it. Actual start dates are added to the report as they are provided by the project sponsor.

Attachments:

Attachment A – TFCA Program Manager Fund At Risk Report

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TFCA County Program Manager Fund
At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Activity Completed (Date or Y/N)	Notes
RED ZONE (Milestone deadline within 4 months)							
07ALA06	BART	Multi-Jurisdiction Bike Locker Project	TFCA Award	Agreement Executed	1/1/08	3/8/08	Expenditure deadline Dec '11 Expenditures not complete 2nd Extension approved 10/28/10 FMR Due Mar '12
			\$ 275,405	Project Start	2/1/08	Feb-08	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ 6,403.00	FMR	Mar-12		
			Expend Deadline Met?	12/22/11			
08ALA01	ACCMA	Webster Street Corridor Enhancements Project	TFCA Award	Agreement Executed	1/8/09	12/16/08	Expenditure deadline Dec '11 1st Extension approved 10/28/10 Expenditures not complete FMR Due Mar '12 2nd extension req. pending
			\$ 420,000	Project Start	Jan-09	Jun-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ 229,015.97	FMR	Mar-12		
			Expend Deadline Met?	12/22/11			
08ALA02	BART	Castro Valley BART Station Bicycle Lockers	TFCA Award	Agreement Executed	1/31/09	2/12/09	Expenditure deadline Dec '11 1st Extension approved 10/28/10 Expenditures not complete FMR Due Mar '12
			\$ 66,500	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ -	FMR	Mar-12		
			Expend Deadline Met?	12/22/11			
08ALA03	Berkeley	9th Street Bicycle Boulevard	TFCA Award	Agreement Executed	1/8/09	1/14/09	Expenditure deadline Dec '11 Expenditures not complete FMR Due Mar '12
			\$ 247,316	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ -	FMR	Mar-12		
			Expend Deadline Met?	12/22/11			
09ALA01	ACCMA	Webster St SMART Corridors	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12 1st extension request pending
			\$ 400,000	Project Start	Oct-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 192,093.98	FMR	Mar-12		
			Expend Deadline Met?	01/13/12			
09ALA02	Alameda County	Fairmont Campus to BART Shuttle (FY 09/10)	TFCA Award	Agreement Executed	1/7/10	1/5/10	Expenditure deadline Jan '12 Expenditures complete FMR Due Oct '11
			\$ 170,000	Project Start	Mar-10	Apr-10	
			TFCA Expended	Final Reimbursement	12/31/13	07/29/11	
			\$ 170,000.00	FMR	Oct-11		
			Expend Deadline Met?	01/13/12	Yes		
09ALA04	Berkeley	Citywide Bicycle Parking Program	TFCA Award	Agreement Executed	1/7/10	1/5/10	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			\$ 46,887	Project Start	Mar-10	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Mar-12		
			Expend Deadline Met?	01/13/12			
09ALA07	AC Transit	Easy Pass Transit Incentive Program	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12 1st extension request pending
			\$ 350,000	Project Start	Sep-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Mar-12		
			Expend Deadline Met?	01/13/12			
09ALA08	ACCMA	Guaranteed Ride Home Program (FYs 09/10 & 10/11)	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			\$ 280,000	Project Start	Nov-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 90,746.92	FMR	Mar-12		
			Expend Deadline Met?	01/13/12			
09ALA10	ACCMA	Bike to Work Day Marketing and Survey	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Jan '12 Expenditures not complete FMR Due Mar '12
			\$ 96,000	Project Start	Mar-10	Mar-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Mar-12		
			Expend Deadline Met?	01/13/12			
11ALA01	Alameda	Park Street Corridor Operations Improvement	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 230,900	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			

TFCA County Program Manager Fund
At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Activity Completed (Date or Y/N)	Notes
RED ZONE (Milestone deadline within 4 months), continued							
11ALA02	Alameda County	Mattox Road Bike Lanes	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 40,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA03	Albany	Buchanan Bike Path	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 100,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA04	Cal State - East Bay	CSUEB - 2nd Campus to BART Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 194,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA05	Cal State - East Bay	Transportation Demand Management Pilot Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 52,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA06	Fremont	North Fremont Arterial Management	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 256,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA07	Hayward	Post-project Monitoring/Retiming activities for Arterial Mgmt project 10ALA04	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 50,300.00	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA08	Hayward	Clawiter Road Arterial Management	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 190,000.00	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA09	Oakland	Traffic Signal Synchronization along Martin Luther King Jr. Way	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 125,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA10	Oakland	Broadway Shuttle - 2012 Daytime Operations	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 52,154	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA11	Pleasanton	Pleasanton Trip Reduction Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 52,816	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			

TFCA County Program Manager Fund
At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Activity Completed (Date or Y/N)	Notes
RED ZONE (Milestone deadline within 4 months), continued							
11ALA12	San Leandro	San Leandro LINKS Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 59,500	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA14	LAVTA	Route 9 Shuttle BART/Hacienda Business Park (FY 11/12)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 42,947	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
11ALA15	LAVTA	Route 10 - Dublin/Pleasanton BART to Livermore ACE Station (FY 11/12)	TFCA Award	Agreement Executed	1/5/12		Agreement to be executed Expenditure deadline TBD FMR due date TBD
			\$ 141,542	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
			Expend Deadline Met?	TBD			
GREEN ZONE (Milestone deadline beyond 7 months)							
08ALA05	ACCMA	Oakland San Pablo Avenue TSP/Transit Improvement Project	TFCA Award	Agreement Executed	NA	8/22/08	Expenditure deadline Dec '10 Expenditures complete Final Invoice received Jan'11 FMR Due Feb '13 (Required 2-year post-project reporting due Feb 2013)
			\$ 174,493	Project Start	Apr-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/11	07/29/11	
			\$ 174,493.00	FMR	Feb-13		
			Expend Deadline Met?	12/22/10	Yes		
10ALA01	Alameda County	Fairmont Campus to BART Shuttle (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	02/08/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 110,000	Project Start	Mar-11	Jan-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 46,041.00	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			
10ALA02	Alameda CTC	I-80 Corridor Arterial Management	TFCA Award	Agreement Executed	2/17/11	07/09/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 100,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			
10ALA03	Fremont	Signal Retiming: Paseo Padre parkway and Auto Mall Parkway	TFCA Award	Agreement Executed	2/17/11	02/24/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 210,000	Project Start	Mar-11	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			
10ALA04	Hayward	Traffic Signal Controller Upgrade and Synchronization	TFCA Award	Agreement Executed	2/17/11	01/26/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 614,000	Project Start	Mar-11	Dec-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 90,201.93	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			
10ALA05	Oakland	Broadway Shuttle - Extended Service	TFCA Award	Agreement Executed	2/17/11	01/21/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 166,880	Project Start	Mar-11	Feb-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			
10ALA06	Oakland	Webster/Franklin Bikeway Project	TFCA Award	Agreement Executed	2/17/11	01/20/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 90,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
			Expend Deadline Met?	10/28/12			

TFCA County Program Manager Fund
At Risk Report

Report Date: October 31, 2011

Project No.	Sponsor	Project Title	Balances	Required Activity	Date Due	Activity Completed (Date or Y/N)	Notes
GREEN ZONE (Milestone deadline beyond 7 months), continued							
10ALA07	Pleasanton	Pleasanton Trip Reduction Program (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 52,000	Project Start	Mar-11	Aug-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA08	AC Transit	TravelChoice- New Residents (TCNR)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 165,000	Project Start	Mar-11		
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 2,583.00	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA09	LAVTA	BART to Downtown Pleasanton - Route 8 (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures complete Final invoice received FMR received
			\$ 96,860	Project Start	Mar-11	Nov-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 53,688.18	FMR	Jan-13	Sep-11	
				Expend Deadline Met?	10/28/12		
10ALA10	LAVTA	BART/Hacienda Business Park Shuttle - Route 9 (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures complete Final invoice received FMR received
			\$ 60,380	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 37,406.46	FMR	Jan-13	Sep-11	
				Expend Deadline Met?	10/28/12		
10ALA11	LAVTA	ACE Shuttle Service - Route 53 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 70,677	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 20,182.89	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA12	LAVTA	ACE/BART Shuttle Service - Route 54 (FYs 10/11 & 11/12)	TFCA Award	Agreement Executed	2/17/11	12/15/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 72,299	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 20,859.93	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA13	San Leandro	San Leandro Links (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 66,605	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
11ALA13	Alameda CTC	Alameda County Guaranteed Ride Home (GRH) Program (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	07/05/11	Expenditure deadline TBD FMR due date TBD
			\$ 245,000	Project Start	TBD		
			TFCA Expended	Final Reimbursement	TBD		
			\$ -	FMR	TBD		
				Expend Deadline Met?	TBD		
Completed Projects (will be removed from the next monitoring report)							
09ALA05	Fremont	South Fremont Arterial Management	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '12 Expenditures complete Relinquishment letter received 7/14/11 for the remaining balance of \$8,195.73 FMR received
			\$ 223,804.27	Project Start	Jan-10	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13	07/29/11	
			\$ 223,804.27	FMR	Mar-12	Jul-11	
				Expend Deadline Met?	01/13/12	Yes	

Report Milestone Notes

Agmt Executed = Date TFCA Agreement executed

Project Start = Date of project initiation

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

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



Memorandum

DATE: October 21, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

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

SUBJECT: **Review of Draft Master Programs Funding Agreements and Implementation Guidelines for Measure B and Vehicle Registration Fee Funds Disbursement**

Recommendation

It is requested that the Commission review and provide input on the draft Master Programs Funding Agreement and Implementation Guidelines which will serve as the contract documents to distribute funds from the current Measure B Pass-Through Programs and the new Vehicle Registration Fee (VRF) Programs. Comments from ACTAC members will be presented at the PPLC. Based upon PPLC direction, staff will modify the agreements and prepare final agreements for adoption in December 2011 to enable contract execution and flow of funds by April 1, 2012, the expiration date for most of the current Measure B pass-through funding agreements.

Background

The development of new Master Funding Agreements with all local jurisdictions and transit operators who are the current recipients of Measure B Programmatic Pass-Through funds and future recipients of VRF funds provides an opportunity to integrate funding requirements of the two revenue streams and streamline eligibility, monitoring and reporting. This effort aims to improve efficiencies for Alameda CTC oversight of the funds and the recipient agencies' reporting requirements under the agreements.

Alameda CTC staff has developed 10-year Master Programs Funding Agreements and Implementation Guidelines that address each fund source, which are included in Attachments A-G. The Implementation Guidelines are referenced in the Master Programs Funding Agreements and specify definitions, eligibility, and fund uses. The Implementation Guidelines may be updated by the Commission on a more frequent basis than the Master Programs Funding Agreements to respond to changing transportation needs over the next ten year period.

The Implementation Guidelines have been brought before appropriate Alameda CTC Committees that provide oversight on certain funds (for example, the Paratransit Funds Implementation Guidelines have been brought through PAPCO, the Paratransit Technical Advisory Committee, and ACTAC; as well as the Bike/Pedestrian Guidelines to BPAC, and all of them will be brought to the Citizens Watchdog Committee) prior to recommendation for approval to the Commission. The following describes the Measure B funds and VRF funds that have been incorporated into the Master Programs Funding Agreements.

Measure B Funds: Measure B Funds were approved by voters in November 2000 and collection of the sales tax began on April 1, 2002. Agreements were executed for transit agencies, Alameda County, and local jurisdictions to receive Measure B “pass-through funds” for four types of programs: bicycle and pedestrian, local streets and roads, mass transit, and paratransit. Agencies include the Alameda-Contra Costa Transit District (AC Transit), Water Emergency Transportation Authority (WETA), Altamont Commuter Express (ACE), the Livermore Amador Valley Transit Authority (LAVTA), San Francisco Bay Area Rapid Transit District (BART), and Union City Transit; cities include Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City.

The Alameda County Transportation Improvement Authority (ACTIA) put agreements in place with these agencies/jurisdictions shortly after the measure began in 2000 as follows:

- Bicycle and Pedestrian Safety: Agreements with Alameda County and 14 cities began in 2002.
- Local Streets and Roads: Agreements with Alameda County and 14 cities began in 2002.
- Mass Transit: Agreements with five transit agencies began in 2002. WETA’s agreement was established in 2011 due to transfer of the Alameda Ferry Services to WETA.
- Paratransit: Agreements with three transit agencies and 10 cities began in 2002. In 2003, ACTIA revised these agreements, and in 2007, ACTIA again revised the agreements with the agencies and cities to reflect an updated allocation formula.
- Transit Center Development Funds are allocated on a grant basis or for studies and agreements are established for each approved use.

The majority of these agreements expire in mid-2012, which is the exact 10-year midpoint of the current Measure B 2000 Sales Tax.

Vehicle Registration Fee: The Measure F Alameda County Vehicle Registration Fee (VRF) Program was approved by the voters on November 2, 2010, with 63 percent of the vote. The fee will generate about \$11 million per year through a \$10 per year vehicle registration fee. As the congestion management agency for Alameda County, the Alameda CTC will distribute these funds to four main types of programs:

- Local streets and roads (60 percent)
- Transit (25 percent)
- Local transportation technology (10 percent)
- Bicycle and pedestrian projects (5 percent)

Under the VRF legislation, fund usage must demonstrate a relationship or benefit to the people paying the fee.

Master Programs Funding Agreements

The Master Programs Funding Agreements specify the types of funds that the agencies/jurisdictions can receive from the Commission, including Measure B and VRF pass-through and grant funds. For example, a single Master Funding Agreement captures all the following types of distributions:

- Bicycle and Pedestrian Safety: Measure B pass-through funds, grants and VRF funds
- Local Streets and Roads: Measure B pass-through funds and VRF pass-through funds
- Mass Transit: Measure B pass-through funds, grants and VRF grant funds, which could be applied to paratransit services as well.
- Paratransit: Measure B pass-through funds, grants and stabilization funds, including base program and minimal service level funds, and VRF transit funds
- Transportation Technology Funds: VRF funds
- Transit Center Development Funds: Measure B funds

Implementation Guidelines

The Implementation Guidelines were developed for each specific fund source to specify the requirements that local jurisdictions must follow in their use of Measure B and VRF funds. The guidelines are incorporated by reference in the Master Programs Funding Agreements and were developed in this manner to allow the Commission to update them more frequently than the Master Programs Funding Agreements to address policy, legislative or other issues as they arise over time. The intent of the implementation guidelines are to provide guidance on each of the specific funds type's eligible uses and expenditures, define terms in the Master Programs Funding Agreements and guide specific fund implementation. The implementation guidelines include the following:

- Purpose
- Definition of terms
- Fund Allocation methods and eligibility, including eligible and non-eligible costs
- Specific policies related to specific fund sources
- Advancement of funds opportunities, and
- Implementation Guidelines adoption

Integration of New Commission Policies

In September 2011, the Commission adopted a set of principles to be included in the Master Programs Funding Agreements. The Draft Master Programs Funding Agreements include all of the adopted policies. A summary of the adopted policies is below:

1. ***Timely Use of Funds/Reserve Fund Policy:*** A timely use of funds requirement and establishment of reserve funds for a specified period of time, which will be monitored through the annual compliance audit and reporting process already established for Measure B pass-through funds, has been incorporated into the Master Programs Funding Agreements, including capital, operations and undesignated fund reserves. Specific caps and timely use of funds requirements have been established for each reserve, as applicable.

The purpose of the Timely Use of Funds/Reserve policy is to increase the accountability of jurisdictions in planning for and expending voter-approved transportation dollars. Based upon current experience with the Measure B funds, where a timely use of funds policy was

not established, many jurisdictions hold large fund reserves and do not fully detail how those funds will be expended. This policy, coupled with the opportunity of specific reserve funds, allows jurisdictions to plan for larger projects, prudently establish operating reserves, and require spend down times for reserve funds - all of which will provide greater transparency, delivery and accountability. If the Timely Use of Funds requirements are not met, Alameda CTC can withhold or rescind funds as noted below.

2. **Rescission of Funds Policy:** If jurisdictions that are not able to expend funds per the Timely Use of Funds policy, the Alameda CTC could determine that these funds are not needed by the jurisdiction and request return of the funds, including interest. Unless a request for extension of use is submitted and approved, unallocated funds would be returned to the Alameda CTC and placed into an account out of which funding allocations could be made based upon countywide needs.
3. **Transportation Purposes Only Policy:** Funds are required to be used solely for transportation purposes as defined by the authorizing ballot measures. Any jurisdiction that violates this provision must fully reimburse, including interest, all misspent net revenues.
4. **Non-Substitution of Fund Policy:** Recipient shall not use Measure B or VRF funds to replace funds previously provided by general funds for transportation purposes. Measure B and VRF funds shall be used to supplement existing revenues used for transportation purposes.
5. **Fund Exchange Policy:** Any fund exchanges made using the Measure B or VRF Funds must be made for transportation purposes. Exchange proposals will be considered on a case by case basis.
6. **Staff Cost Limitations Policy:** All direct costs associated with the delivery of programs and projects associated with Measure B and VRF programs, including direct staff and consultant costs, are eligible uses of Measure B and VRF funds. Indirect costs, including general administrative staff costs, are not allowed to be funded with Measure B and VRF funds, unless a jurisdiction has a Caltrans approved Indirect Cost Allocation Plan.
7. **Other Program-Specific Funding Policies:**
 - For bicycle and pedestrian and local streets and roads funds, recipients must demonstrate that it either has adopted a bicycle/pedestrian plan and complete streets policy in its general plan pursuant to Complete Streets Act of 2008, or demonstrate that these activities are in progress. The Alameda CTC plans to develop guidelines for Complete Streets policies.
 - For local streets and roads funds, jurisdictions must report on their citywide pavement condition index (PCI), which rates the “health” of local streets from 1 to 100. If it has not met a PCI of 60 (fair condition), the jurisdiction must report in its annual compliance report why it has not met a PCI of 60 and what it needs to do so, including funding, policy or other efforts to improve the PCI.

Master Programs Funding Agreement Update Schedule and Process

The attached schedule shows the timeline for production and execution of the Master Programs Funding Agreements and Implementation Guidelines. Before finalizing the agreements, staff is bringing the master agreement templates for review and input to staff, legal counsel, the Alameda County Technical Advisory Committee, the Paratransit Technical Advisory Committee, a Citizens Watchdog Committee Compliance subcommittee, the Paratransit Advisory and Planning Committee, the Bicycle and Pedestrian Committee, as well as to the Planning, Policy and Legislation Committee, and the Commission.

Staff will bring draft agreements and implementing guidelines for review in November with the aim of receiving final approval of the Master Programs Funding Agreements and Implementation Guidelines in December and full execution by February/March 2012. The development schedule is below:

TASKS	COMPLETION DATE
Review Draft Policy Considerations for the Master Agreements	September 2011
Review Draft Master Agreement Templates and Guidelines	November 2011
Commission Adoption of Master Funding Agreement Templates and Implementing Guidelines	December 2012
Execute Master Programs Funding Agreements	January – March 2012
Allocation of Funds Pursuant to Master Agreements	March-April 2012

Fiscal Impact

There is no fiscal impact at this time.

Attachments

- A: Master Programs Funding Agreement Template
- B: Bicycle and Pedestrian Implementation Guidelines
- C: Local Streets and Roads Implementation Guidelines
- D: Mass Transit Implementation Guidelines
- E: Special Transportation for Seniors and Disabled Implementation Guidelines
- F: Transportation Technology Implementation Guidelines
- G: Transit Center Development Implementation Guidelines

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**Master Programs Funding Agreement between the
Alameda County Transportation Commission
and the [insert RECIPIENT]**

This Master Programs Funding Agreement (“AGREEMENT”) is made this ____ day of _____, 2012, by and between the Alameda County Transportation Commission (“Alameda CTC”) and the _____ (“RECIPIENT”).

RECITALS

A. On November 7, 2000, the voters of Alameda County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq., approved the reauthorization of Measure B, thereby authorizing Alameda County Transportation Improvement Authority (“ACTIA”) to administer the proceeds from a continued one-half cent transaction and use tax (“Measure B”).

B. The duration of the tax will be 20 years from the initial year of collection, which began April 1, 2002, with said tax to terminate/expire on March 31, 2022. The tax proceeds will be used to pay for the programs and projects outlined in Alameda County’s 20-Year Transportation Expenditure Plan (the “Measure B Expenditure Plan”), as it may be amended.

C. The Measure B Expenditure Plan authorizes the issuance of bonds to expedite delivery of transportation projects and programs. Costs associated with bonding will be borne only by the capital projects included in the Measure B Expenditure Plan and by any programs included in the Measure B Expenditure Plan that utilize the bond proceeds.

D. On November 2, 2010, the voters of Alameda County approved Measure F, the Vehicle Registration Fee (“VRF”) Program, pursuant to Section 65089.20 of the Government Code, thereby authorizing the Alameda County Congestion Management Agency (“ACCMA”)

to administer the proceeds from a \$10 per year vehicle registration fee on each annual motor-vehicle registration or renewal of registration in Alameda County, starting in May 2011, six months following approval of Measure F. Vehicles subject to the VRF include all motorized vehicles, including passenger cars, light-duty trucks, medium-duty trucks, heavy-duty trucks, buses of all sizes, motorcycles, and motorized camper homes, unless vehicles are expressly exempted from the payment of the VRF.

E. Funds raised by the VRF will be used exclusively for local transportation purposes in Alameda County that have a relationship or benefit to the owners of motor vehicles paying the VRF, including projects and programs identified in the expenditure plan approved by the voters as part of Measure F (the "VRF Expenditure Plan").

F. On June 24, 2010, ACTIA and ACCMA took the final actions to create Alameda CTC, which is in the process of taking over all responsibilities of ACTIA and ACCMA, including duties related to Measure B and the VRF.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

ARTICLE 1:FUNDING ALLOCATIONS

A. This AGREEMENT authorizes the Alameda CTC to allocate funds derived from both Measure B and the VRF as described in their respective voter-approved expenditure plans and as summarized and described below for different fund types. All fund distributions pursuant to this AGREEMENT shall be effective as of April 1, 2011.

Fund Type	Allocation Method
Bicycle and Pedestrian Safety	Measure B: 75% Pass-through Funds
	Measure B: 25% Grant Program
	VRF Funds: 100% Grant Program
Local Streets and Roads	Measure B: 100% Pass-through Funds
	VRF Funds: 100% Pass-through funds
Local Transportation Technology	VRF Funds: 100% Grant Program
Mass Transit	Measure B: 100% Pass-through Funds
	Measure B Express Bus: 100% Grant Program
	VRF Funds: 100% Grant Program; recipients may also use these funds for paratransit services
Paratransit	Measure B: 100% Pass-through Funds
	Measure B Gap Grant: 100% Grant Program
Transit Center Development	Measure B: 100% Grant Program

1. **Bicycle and Pedestrian Safety:**

a. Measure B bicycle and pedestrian safety pass-through funds within each geographic subarea are distributed pursuant to a formula weighted 100 percent by the population of the jurisdiction within the subarea. The Measure B Expenditure Plan designates 75 percent of Measure B funds as local pass-through funds. Each city and Alameda County shall receive up to their proportional share of the 75 percent of the funds based on population over the life of the Measure. Allocations may change in the future based on changes in population figures. Recipients agree to the formula distributions herein and are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds.

b. Measure B and VRF bicycle and pedestrian safety grant funds are awarded on a discretionary basis through competitive grant programs. Any recipient of such a grant award shall enter into a separate agreement with Alameda CTC in conformance with the Bicycle and Pedestrian Safety Program Implementation Guidelines prior to receipt of such funds.

c. The Bicycle and Pedestrian Safety Program Implementation

Guidelines provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

2. **Local Streets and Roads:**

a. Measure B local streets and roads pass-through funds within the

geographic subarea are distributed pursuant to a formula weighted 50 percent by the population of the jurisdiction within the subarea and 50 percent by the number of road miles with the subarea. Allocations may change in the future based on changes in population and road mile figures. Recipients agree to the formula distributions herein and are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds.

b. VRF local streets and roads pass-through funds within the

geographic planning area are based on a formula weighted 50 percent by the population of the jurisdiction within the planning area and 50 percent of the number of registered vehicles in the planning area. VRF local streets and roads funds will be distributed by population within a planning area. Allocations may change in the future based on changes in population and number of registered vehicle figures. Recipients are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds.

c. The Local Streets and Roads Program Implementation Guidelines

provide, program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

3. **Local Transportation Technology:**

a. VRF local transportation technology grant funds are awarded on a discretionary basis through a competitive grant program. Any recipient of such a grant award shall enter into a separate agreement with Alameda CTC prior to receipt of such funds.

b. The VRF Local Transportation Technology Program Implementation Guidelines provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

4. **Mass Transit:**

a. Measure B pass-through funds are allocated to the transit operators based on a set of percentages of net revenues generated by the Measure B sales tax. These percentages are attached hereto as Exhibit A and by this reference made a part of this AGREEMENT. Allocations may change in the future based on transit service changes. Recipients are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds.

b. Measure B and VRF mass transit grant funds are awarded on a discretionary basis through competitive grant programs. Any recipient of such a grant award shall enter into a separate agreement with Alameda CTC in conformance with the Mass Transit Program Implementation Guidelines prior to receipt of such funds.

c. The Mass Transit Program Implementation Guidelines provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

5. **Paratransit:**

a. Measure B pass-through funds for non-mandated paratransit services are distributed to each subarea of the County pursuant to the figures set forth in the Measure B Expenditure Plan, attached hereto as Exhibit B and by this reference made a part of this AGREEMENT. Based on the plans prepared by the cities and the transit operators, and based on the provisions of the Measure B Expenditure Plan, the Paratransit Advisory and Planning Committee (“PAPCO”) annually recommends allocation factors for distribution of funds for non-mandated paratransit services within Alameda County, subject to the review and approval of the Alameda CTC Board. Recipients are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds.

b. Measure B paratransit gap grant funds, including stabilization funds, and base program and minimum service level funds, are awarded on a discretionary basis through competitive grant programs. Any recipient of such a grant award shall enter into a separate agreement with Alameda CTC in conformance with the Paratransit Program Implementation Guidelines prior to receipt of such funds.

c. The Paratransit Program Implementation Guidelines provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

6. Transit Center Development funds are allocated on a grant basis. Any recipient of such a grant award shall enter into a separate agreement with Alameda CTC in conformance with the Transit Center Development Implementation Guidelines prior to receipt of such funds. The Transit Center Development Implementation Guidelines provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

ARTICLE 2: PAYMENTS AND EXPENDITURES

A. Alameda CTC's Duties and Obligations

1. Within five working days of actual receipt of the monthly Measure B sales tax revenues and VRF revenues from the State Department of Finance, Alameda CTC shall remit to the RECIPIENT its designated amount of pass-through funds disbursed on a monthly basis by a set formula for distribution.

2. Alameda CTC shall annually update the Measure B sales tax revenue and VRF revenue projections and the resulting funds allocation formulas to reflect the most current population; maintained road mileage using the California State Board of Equalization's Annual Report of Estimated Population (Report E-1 published in May) and the certified number of maintained road mileage from each RECIPIENT; and the number of registered vehicles in each Alameda County subarea, using registered vehicle data provided by the California Department of Motor Vehicles, as it is made available. Alameda CTC shall use the updated Measure B and VRF program allocation formulas in the allocations beginning each July of the new fiscal year.

3. Alameda CTC shall provide an annual projection of Measure B and VRF revenues passed through to each RECIPIENT by each type of fund at the beginning of each calendar year for the subsequent fiscal year.

4. Alameda CTC shall monthly report the amount of Measure B and VRF revenues passed through to RECIPIENT by each fund type for the fiscal year and for the total program to date.

5. Alameda CTC shall provide for an independent annual audit of its revenues and expenditures and also of its calculation of the allocation formula for distributing Measure B and VRF revenues to various RECIPIENTS and render an annual report to the Alameda CTC Board within 180 days following the close of the fiscal year. Alameda CTC shall render an annual report on Measure B funds to the Citizens Watchdog Committee as soon thereafter as practical.

6. Alameda CTC shall provide timely notice to RECIPIENT prior to conducting an audit of any expenditures made by RECIPIENT to determine whether such expenditures are in compliance with this AGREEMENT, the Measure B Expenditure Plan, the VRF Expenditure Plan, Measure B, or the VRF ballot measure.

B. RECIPIENT's Duties and Obligations

1. RECIPIENT shall expend all Measure B and VRF funds distributed to the RECIPIENT in compliance with the applicable guidelines and Plan(s), including the Implementation Guidelines, as they may be adopted or amended by Alameda CTC from time to time.

2. RECIPIENT shall set up and maintain an appropriate system of accounts to keep separate accounting and reporting for each type of Measure B and VRF fund to be received. RECIPIENT must keep Measure B and VRF funds in separate accounts, and accrue any interest from each fund source into each separate fund account. The accounting system shall provide adequate internal controls and audit trails to facilitate an annual compliance audit for each fund type and the respective usage and application of said funds. Alameda CTC and its representatives, agents and nominees shall have the absolute right at any reasonable time to inspect and copy any accounting records related to such funds, except to the extent specifically prohibited by applicable law.

3. RECIPIENT hereby agrees to and accepts the formulas used in the allocation of Measure B and VRF revenues as reflected in the ballot measures, the Measure B Expenditure Plan, and the VRF Expenditure Plan, and agrees to accept and utilize the California Department of Finance Estimates of Population figures (Report E-1, updated each May) for California cities and counties and registered vehicle data provided by the California Department of Motor Vehicles for the annual update of the allocation formulas to begin in each new fiscal year.

ARTICLE 3: POLICIES ON USE OF FUNDS

A. Timely Use of Funds Policy

1. Except for those funds properly placed into a reserve fund pursuant to **Section B** below, all Measure B and VRF funds received by RECIPIENT shall be spent expeditiously, and no unexpended funds beyond those included in reserves pursuant to Section B

below are allowed, unless a written request is submitted to the Alameda CTC and approved by the Board.

2. Any funds which are not spent in a timely manner in compliance with the above Timely Use of Funds Policy, unless such funds are properly placed in a reserve permitted by this AGREEMENT, shall be subject to rescission as set forth in **Section C** below. Further, any funds placed into a reserve fund which are not spent in a timely manner in compliance with the policies applicable to such reserve fund, shall be subject to rescission as set forth in **Section C** below.

B. **Reserve Fund Policy:** RECIPIENT may reserve funds for specified periods of time, as defined in each reserve program, which Alameda CTC will monitor through the annual compliance audit and reporting process described in **Article 4**. RECIPIENT may establish the following separate types of reserve funds:

1. **Capital Fund Reserve:** RECIPIENT may establish a specific capital fund reserve to fund specific large capital project(s) that could otherwise not be funded with a single year's worth of Measure B or VRF pass-through funds. If a capital fund reserve is established by RECIPIENT, it must be done as part of the Annual Program Compliance Reporting process as defined in Article 4.A.3.

a. RECIPIENT may collect capital funds during not more than three fiscal years, and shall expend all reserve funds prior to the end of the third fiscal year immediately following the fiscal year during which the reserve was established (e.g., if a reserve is established at any time during fiscal year 2012-2013 (FY 12-13), RECIPIENT may collect

reserve funds during some or all of FY 12-13, FY 13-14 and FY 14-15, and must spend the reserve funds prior to the end of FY 15-16.

b. RECIPIENT shall report implementation schedules and funding plans for each proposed project to be funded from the reserve in RECIPIENT's annual program compliance report.

c. RECIPIENT may seek a single one-year extension for a given reserve fund if RECIPIENT demonstrates that unforeseen and extraordinary circumstances have occurred that would justify the extension. RECIPIENT shall submit a request for such an extension in writing to Alameda CTC's executive director. The Alameda CTC Board, in its sole discretion, will make a determination as to whether to approve or deny the extension request and will notify RECIPIENT of its action in writing.

2. **Operations Fund Reserve:** RECIPIENT may establish and maintain a specific reserve to address operational issues, including fluctuations in revenues, and to help maintain transportation operations. The total amount retained in such fund may not exceed 50 percent of anticipated annual combined revenues from Measure B and VRF funds. This fund may be a revolving fund and is not subject to an expenditure timeframe. If an operations fund reserve is established by RECIPIENT, it must be done as part of the Annual Program Compliance Reporting process as defined in Article 4.A.3.

3. **Undesignated Fund Reserve:** RECIPIENT may establish and maintain a specific reserve for transportation needs over a fiscal year, such as matching funds for grants, project development work, studies for transportation purposes, or contingency funds for a project or program. This fund may not contain more than 10 percent of annual pass-through revenues,

unless an exception is requested in writing and approved by the Alameda CTC Board. If an undesignated fund reserve is established by RECIPIENT, it must be done as part of the Annual Program Compliance Reporting process as defined in Article 4.A.3.

a. RECIPIENT shall report the range of potential uses for the reserve funds in its annual audit and compliance report.

b. RECIPIENT shall expend the full amount of such reserve in the fiscal year following its establishment, or else the funds in question shall be subject to rescission as set forth in Section C below.

C. **Rescission of Funds Policy:** If RECIPIENT does not meet the timeliness requirements set forth in **Sections A and B**, Alameda CTC may determine that RECIPIENT does not need the funds. In such case, unless the RECIPIENT requests and Alameda CTC approves an extension to the applicable deadline, RECIPIENT must return unspent funds and all interest earned thereon to Alameda CTC. All such funds returned to Alameda CTC shall be placed into an account for distribution to transportation projects throughout the county, without consideration of the planning area which generated the funds.

D. **Other Expenditure Restrictions:**

1. **Transportation Purposes Only:** RECIPIENT shall use all Measure B and VRF funds solely for transportation purposes as defined by the authorizing ballot measures. Any jurisdiction that violates this provision must fully reimburse all misspent funds, including all interest earned thereon.

2. **Non-Substitution of Funds:** RECIPIENT shall not use Measure B nor VRF funds to replace funds previously provided by general funds for transportation purposes. RECIPIENT shall use Measure B and VRF funds to supplement existing revenues used for transportation purposes.

3. **Fund Exchange:** Any fund exchanges made using Measure B or VRF funds must be made for transportation purposes. Alameda CTC will consider exchange proposals on a case-by-case basis.

4. **Staff Cost Limitations:** Direct costs associated with the delivery of programs and projects associated with Measure B and VRF programs, including direct staff costs and consultant costs, are eligible uses of Measure B and VRF funds. Alameda CTC does not allow indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

ARTICLE 4: REPORTING REQUIREMENTS

A. RECIPIENT shall comply with each of the reporting requirements set forth in this Article 4. If RECIPIENT fails to comply with one or more of these requirements, Alameda CTC may withhold payment of further Measure B and/or VRF funds to RECIPIENT until full compliance is achieved.

1. RECIPIENT shall follow all Implementation Guidelines established for each fund source, as the same may be changed from time to time by the Alameda CTC. Such Implementation Guidelines are intended to provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details.

2. RECIPIENT shall submit to Alameda CTC, on an annual basis and at the RECIPIENT's expense, an independent compliance audit of the funds received and used, including plans and reports of expenditures. RECIPIENT shall complete, certify, and provide the annual compliance audit to Alameda CTC within 180 days following the close of each fiscal year.

3. RECIPIENT shall, by December 31 of each year, submit to Alameda CTC, at the RECIPIENT's expense, a compliance report on programs and projects on which RECIPIENT expended Measure B and VRF funds. In such report, RECIPIENT shall state how the funds were used, the benefits derived from the funded programs and projects, and establishment of fund reserves and amounts remaining in reserves, and anticipated program and project expenditures. If RECIPIENT's expenditures in a fiscal year are less than the amount received during such year, RECIPIENT shall explain why revenues exceeded expenditures and RECIPIENT's plan for the unexpended funds.

4. To be eligible for receipt of Local Streets and Roads funds, RECIPIENT shall provide Alameda CTC with the certified number of maintained road miles within RECIPIENT's jurisdiction, which shall be consistent with the miles reported to state and federal agencies. Road miles shall be used in the updated Measure B sales tax revenue allocation formula for distributing Measure B funds and the new mileage shall be reflected in the distributions that start on July 1 of each new fiscal year. RECIPIENT shall provide Alameda CTC with the annual certified number of maintained road miles each fiscal year even if the number of miles for the fiscal year did not change.

5. RECIPIENT shall install or mount signage adjacent to VRF and Measure B funded construction projects and on vehicles funded with VRF and Measure B funds (e.g.,

RECIPIENT and Alameda CTC logos; “Your Transportation Tax Dollars Help Fund the Operation of This Vehicle!”) where practical, so Alameda County taxpayers are informed as to how RECIPIENT is using Measure B and/or VRF funds. RECIPIENT shall include a description of signage and number of signs posted in the annual compliance report submitted to Alameda CTC.

6. RECIPIENT shall provide current and accurate information on RECIPIENT’s website, to inform the public on how RECIPIENT is using Measure B and/or VRF funds, and shall also provide a link to Alameda CTC’s website.

7. RECIPIENT shall, at least annually, publish an article either in RECIPIENT newsletter or in Alameda CTC’s newsletter, highlighting a project or program in which RECIPIENT has used Measure B and/or VRF funds.

8. RECIPIENT shall actively participate in a Public Awareness Program, in partnership with Alameda CTC and/or its community advisory committees, as a means of ensuring that the public has access to and has the ability to know which projects and programs are funded through Measure B and/or the VRF.

9. RECIPIENT shall make its administrative officer or designated staff available on request from Alameda CTC or the Citizens Watchdog Committee to render a report or answer any and all inquiries in regard to RECIPIENT’s receipt, usage, and compliance audit findings of its funds before Alameda CTC’s governing board and/or the Citizens Watchdog Committee or community advisory committees, as applicable.

10. RECIPIENT agrees that Alameda CTC may review and/or evaluate the project(s) or program(s) funded pursuant to this AGREEMENT. This may include visits by

representatives, agents or nominees of Alameda CTC to observe RECIPIENT's project or program operations, to review project or program data and financial records, and to discuss the project with RECIPIENT's staff or governing board.

ARTICLE 5: OTHER PROVISIONS

A. Geographic Breakdown: In all cases:

1. North Area refers to the Cities of Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont.
2. Central Area includes the Cities of Hayward and San Leandro, and the unincorporated area of Castro Valley, as well as other unincorporated lands governed by Alameda County in the Central Area.
3. South Area includes the Cities of Fremont, Newark, and Union City.
4. East Area includes the Cities of Livermore, Dublin, and Pleasanton, and all unincorporated lands governed by Alameda County in the East Area.

B. Indemnity by RECIPIENT. Neither Alameda CTC nor any officer, consultant, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure B or VRF funds distributed to RECIPIENT pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RECIPIENT shall fully defend, indemnify and hold harmless Alameda CTC, and all its officers and employees, from any liability imposed on Alameda CTC for injury (as defined in Government Code Section 810.8) occurring by reason

of anything done or omitted to be done by RECIPIENT in connection with the Measure B or VRF funds distributed to RECIPIENT pursuant to this AGREEMENT.

C. **Indemnity by Alameda CTC.** Neither RECIPIENT, nor any officer, consultant, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by Alameda CTC under or in connection with any work, authority or jurisdiction delegated to Alameda CTC under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, Alameda CTC shall fully defend, indemnify and hold harmless RECIPIENT, and all its officers and employees from any liability imposed on RECIPIENT for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by Alameda CTC under or in connection with any work, authority or jurisdiction delegated to Alameda CTC under this AGREEMENT.

D. **Jurisdiction and Venue:** The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims related to it. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in Alameda County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

E. **Attorneys' Fees:** Should it become necessary to enforce the terms of this AGREEMENT, the prevailing party shall be entitled to recover reasonable expenses and attorneys' fees from the other party.

F. **Term:** The term of this AGREEMENT shall be from April 1, 2012 to June 30, 2022.

G. **Severability:** If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

H. **Modification:** This AGREEMENT, and its Exhibits, as well as the referenced Implementation Guidelines and grant program guidelines, constitutes the entire AGREEMENT, supersedes all prior written or oral understandings regarding Measure B and VRF pass-through and program funds (but not project funding agreements), including but not limited to ACTIA Agreement _____ (Measure B pass-through funding agreement) and ACTIA Agreement _____ (Measure B paratransit funding agreement), which former agreements are terminated as of the effective date hereof. This AGREEMENT may only be changed by a written amendment executed by both parties. Notwithstanding the foregoing, the Implementation Guidelines and grant program guidelines may be changed from time to time by the Alameda CTC.

EXHIBITS

The following Exhibits are hereby made part of this AGREEMENT:

Exhibit A: Mass Transit Fund Distribution by Agency

Exhibit B: Non-Mandated Paratransit Services Fund Distribution

DRAFT

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

RECIPIENT:

ALAMEDA CTC:

ALAMEDA COUNTY TRANSPORTATION
COMMISSION

By: _____
_____ [name] Date
_____ [title]

By: _____
Arthur L. Dao Date
Executive Director

Recommended for Approval:

By: _____
Stewart D. Ng
Deputy Director of Programming
and Projects

Approved as to Legal Form:

Reviewed as to Budget/Financial Controls:

By: _____
_____ [name] Date
_____ [title]

By: _____
Patricia Reavey
Director of Finance

Attest:

Approved as to Legal Form:

_____ [name] Date
_____ Clerk

By: _____
Wendel, Rosen, Black & Dean LLP
Legal Counsel to Alameda CTC

EXHIBIT A

**MEASURE B MASS TRANSIT FUND
 DISTRIBUTION BY AGENCY**

Alameda CTC distributes Measure B mass transit pass-through funds based on the distribution percentages for net Measure B revenues specified in the Measure B Expenditure Plan, as shown below.

Agency		Percentage of Net Revenues
AC Transit	North County	9.48%
	Central County	4.74%
	South County	1.61%
AC Transit Welfare to Work	North County	1.24%
	Central County	0.22%
LAVTA	East County	0.69%
Union City Transit	South County	0.34%
ACE	East County	1.05%
ACE	South County	1.07%
	Alameda County	
WETA Ferry Service		0.78%

Countywide Local and Feeder Bus Service: Provides funding for countywide local and feeder bus service in every region of the county to link neighborhoods and commuters to BART, rail, and express bus connections throughout the county. Welfare to Work programs dedicate 1.46 percent of overall net sales tax receipts to enhancing transportation opportunities for persons making the transition from welfare to work.

Other Mass Transit Programs: Provides funding to Water Emergency Transportation Authority (WETA) Transbay Ferry Service to expand transbay ferry service from Alameda. Provides funding to Altamont Commuter Express for capital and operating costs for operations in South and East Alameda County.

Transit Operations: Transit operating funds are provided to transit operators for maintenance of transit services, restoration of service cuts, expansion of transit services, and passenger safety and security. The transit operators will determine the priorities for these funds through public processes and will submit an annual audit to the Agency.

AC Transit agrees to allocate 1.46 percent of overall net sales tax receipts to enhancing transportation opportunities for persons making the transition from welfare to work. These "welfare to work" funds can be used by AC Transit for service restoration and expansion or

implementation of improved bus service to facilitate travel to and from work. AC Transit will prioritize the restoration and development of new services to meet the employment-related transit needs of low income residents in northern and central Alameda County.

Additionally, these funds may be used, at the determination of AC Transit, to provide subsidies of regular bus fares for individuals living in northern and central Alameda County who are transferring from welfare to work as well as those who are economically disadvantaged. In the event that sufficient funds are otherwise available to AC Transit to meet these needs then "welfare to work" funds can be used for other general passenger service purposes in northern and central Alameda County.

AC Transit will work together with and actively seek input from bus riders, business leaders, mayors and other elected officials in San Leandro, Hayward, and the unincorporated areas in Central Alameda County to ensure that the additional transit funds in Central County are used for bus improvements such as night, weekend, and more frequent service, connections to residential growth areas, and access to major employment centers, including enhancement of east-west corridors.

AC Transit will continue to provide transit service similar to the Department of Labor-funded shuttle to and from job sites in East and West Oakland, as needed. AC Transit, the County, the City of Oakland, the Port of Oakland and other entities will look for additional money from outside sources to fund the service. If needed, a portion of the proceeds from the reauthorization of Measure B may be used.

Refer to Mass Transit Program Implementation Guidelines for program and project eligibility fund usage, and requirements.

EXHIBIT B

NON-MANDATED PARATRANSIT SERVICES FUND DISTRIBUTION

Alameda CTC distributes Measure B paratransit pass-through funds to County subareas/planning areas based on the distribution percentages in the Measure B Expenditure Plan, as shown below. Distributions to jurisdictions within each subarea will be based on allocation formulas recommended by PAPCO and approved by the Alameda CTC Board.

Area/City	Area Percentage (A)
Non-Mandated – North County	1.24%
Alameda	
Albany	
Berkeley	
Emeryville	
Oakland	
Non-Mandated – Central County	0.88%
Hayward	
San Leandro	
Non-Mandated – East County	0.21%
LAVTA	
Pleasanton	
South County	1.06%
Fremont	
Newark	
Union City	
Total	3.39%
Coordination/Gaps In Service	1.43%

1. Column A shows the percentage of 2000 Measure B funds required to be distributed to each area in the County for non-mandated paratransit services, as set forth in the Measure B Expenditure Plan. These figures do not include funding for “gap” or ADA-mandated services. Funding for special transportation for seniors and people with disabilities is provided for services mandated by the ADA to fixed-route public transit operators who are required to provide that service. Funds for the South County are allocated between mandated and non-mandated programs on an annual basis by the cities in that part of the County.
2. Coordination/Gaps in Service Fund allocations are recommended by PAPCO and approved by the Alameda CTC Board.

Refer to Paratransit Program Implementation Guidelines for program and project eligibility fund usage, and requirements.

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**Alameda County Transportation Commission
DRAFT Implementation Guidelines
For the Bicycle and Pedestrian Safety Program funded through
Measure B and Vehicle Registration Fees**

Section 1. Purpose

- A. To delineate the eligible uses of Bicycle and Pedestrian Safety Funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Measure B pass-through funds and Measure B and Vehicle Registration Fees (VRF) grant funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Bicycle and Pedestrian Safety funds eligible uses and expenditures
 2. Define the terms in the Master Program Funding Agreements, and
 3. Guide Bicycle and Pedestrian Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Bicycle and Pedestrian Safety funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC.

Section 3. Background

- A. Implementation guidelines for the Bicycle and Pedestrian Safety Funds were developed to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements for the November 2000 voter-approved Measure B pass-through funds. The original program funding agreements for Measure B pass-through funds expired in spring 2012, and the new Master Program Funding Agreements were put in place to continue fund allocations for the remaining term of Measure B funds allocations through June 2022. In addition, the Master Program Funding Agreements include a new local, voter-approved revenue stream, the Vehicle Registration Fee (VRF), which will provide approximately \$11 million per year for transportation improvements throughout the County. The VRF includes 5 percent of net revenues for a Bicycle and Pedestrian Safety Fund. These Implementing Guidelines define the eligible uses and allocation process for the VRF Bicycle and Pedestrian Safety Fund and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter approved half-cent transportation sales taxes in Alameda County (the 1986 and 2000 approved Measure B sales tax programs)
- B. **Capital project:** A bicycle and pedestrian capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Complete Street:** A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of the facility. Complete street concepts apply to rural, suburban, and urban areas. (Caltrans definition)
- D. **Complete Streets Act of 2008:** The California Complete Streets Act (Assembly Bill 1358) was signed into law in September 2008. It requires that local jurisdictions modify their general plans as follows:
- “(A) Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
- (B) For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.”
- E. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates.
- F. **Cost Allocation Plans (CAPs):** CAPs and Indirect cost rate proposals (IDCs) are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Bicycle and Pedestrian Safety programs funded through the Alameda CTC Master Program Funding Agreements.
- G. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages and benefits) which are directly and solely related to the implementation of the Alameda CTC-funded Bicycle and Pedestrian Safety Funds, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Bicycle and Pedestrian Safety Funds.

- H. **Environmental Documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- I. **Grants:** Funding for plans, programs or projects based upon a competitive call for projects, an evaluation process based on adopted evaluation criteria and allocated based upon a reimbursement basis.
- J. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officer's salaries, accounting department costs and personnel department costs, which are requisite for general operation of the organization, but are not directly allocable to a particular service or product.
- K. **Local Bicycle Master Plan/Local Pedestrian Master Plans:** Locally adopted plans that, at a minimum, examine existing conditions for walking and/or bicycling, and provide recommendations on improving the walking and/or bicycling environment, and prioritize these improvements. These plans may be stand-alone bicycle and pedestrian plans or may be a joint plan that addresses both walking and bicycling.
- L. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- M. **Measure B:** Alameda County’s half-cent transportation sales tax, originally approved in 1986, then reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- N. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- O. **Pass-Through Funds:** Funds are allocated based upon a funding formula (such as population, registered vehicles, roadmiles, or a combination thereof) defined in a voter approved measure and provided to eligible jurisdictions on a regularly schedule basis (such as a regular monthly payment).
- P. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- Q. **Project Completion/Closeout:** Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project.
- R. **Scoping and Project Feasibility:** Early capital project phases that identify project needs, costs and implementation feasibility.
- S. **Vehicle Registration Fee (VRF):** Measure F, Alameda County's VRF Program, approved by the voters in November 2010 with 63 percent of the vote. It will generate approximately \$11 million per year through a \$10 per year vehicle registration fee. Administered by the Alameda CTC, the VRF funds four main types of programs (with the funding distribution

noted in parenthesis): local streets and roads (60 percent); transit (25 percent); local transportation technology (10 percent); and bicycle and pedestrian projects (5 percent).

Section 5. Bicycle and Pedestrian Safety Fund Allocations

A. These implementation Guidelines provide guidance on two types of Bicycle and Pedestrian Safety allocation processes: pass-through funds and grants.

1. Measure B Bicycle and Pedestrian Pass-through Funds

- a. *General:* The Measure B Bicycle and Pedestrian Pass-through Funds are distributed to cities in the county and to Alameda County to be spent on planning and construction of bicycle and pedestrian projects, and the development and implementation of bicycle and pedestrian programs. These funds are intended to expand and enhance bicycle and pedestrian facilities in Alameda County, focusing on high priority projects like gap closures and intermodal connections.

The pass-through funds constitute seventy-five percent of the total Measure B bicycle/pedestrian funds. Each city and Alameda County will receive their proportional share of the pass-through funds based on population over the life of the Measure (which share shall be adjusted annually as described in the Master Program Funding Agreement). These funds are allocated on a monthly basis directly to each city and the County.

- b. *Eligible Uses:* The Measure B Bicycle/Pedestrian pass-through funds may be used for any capital project, program or plan that directly addresses bicycle and pedestrian access, convenience, safety and usage. Eligible uses for these funds include, but are not necessarily limited to:

- 1) Capital Projects, including:
 - a) New pedestrian facilities (e.g. sidewalks, curb ramps, countdown signals, accessible signals)
 - b) Improvements to existing pedestrian facilities
 - c) New bikeways (such as bicycle routes, boulevards, lanes, multi-use pathways)
 - d) Improvements or upgrades to existing bikeways
 - e) Maintenance of bicycle and pedestrian facilities
 - f) Crossing improvements (at intersections, interchanges, railroads, freeways, etc.) for pedestrians and bicyclists
 - g) Bicycle parking facilities, including construction, maintenance and operations
 - h) ADA on-street improvements

- i) Signage for pedestrians and/or bicyclists
 - j) Pedestrian and bicycle access improvements to, from and at transit facilities
 - k) Traffic calming projects
 - l) All phases of capital projects, including feasibility studies, planning, and environmental
- 2) Development of Local Bicycle and/or Pedestrian Master Plans, and updates of Plans
 - 3) Design and implementation of education, enforcement, outreach, and promotion programs
 - 4) Direct staff and consultant costs to develop, plan, implement, operate, and maintain the bicycle and pedestrian projects and programs.
 - 5) Maintenance of the portion of the street most often used for bicycling (such as a bicycle lanes)
 - 6) Bicycle/pedestrian capital projects on non-city property, such as on school district property.
 - 7) Staff time to complete End of Year compliance reports
 - 8) Crossing guards
 - 9) Staff training costs that are directly related to implementation of projects, plans or programs implemented with the Bicycle and Pedestrian Safety Funds
- c. *Ineligible Uses:* The following is a list of ineligible uses of Measure B Bicycle/Pedestrian pass-through funds:
- 1) Repaving of the entire roadway (see “Eligible Uses” above for exceptions)
 - 2) Projects or programs that exclusively serve city/county staff
 - 3) Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.
- d. *List of Projects/Programs:* All projects and programs that use Measure B Bicycle and Pedestrian Safety pass-through funds must receive governing board approval prior to the jurisdiction expending the pass-through funding on the project/program. This approval allows the opportunity for the public to provide input on planning for bicycle and pedestrian safety. These

projects and programs may be included in any of the following, as long as they have been adopted by the jurisdiction's governing board:

- 1) List of projects on which to specifically spend Measure B funds,
- 2) A Local Bicycle and/or Pedestrian Master Plan with priority projects,
- 3) Capital Improvement Program, or
- 4) A resolution, such as to submit a grant application.

Furthermore, the jurisdiction must submit the list of projects/programs on which Measure B pass-through funding will spent to Alameda CTC in advance of expending the funds. Projects and programs must be submitted to the Alameda CTC through the Annual End of Year Compliance Reporting for Measure B funds.

2. Bicycle and Pedestrian Grant Funds

- a. The Alameda CTC will administer a bicycle and pedestrian discretionary grant program using a portion of each of the Measure B and the VRF Bicycle and Pedestrian Safety funds. The Alameda CTC will adopt *Grant Program Guidelines* before each grant cycle which will establish the guiding policies for that grant cycle, and will widely publicize each grant funding cycle.
- b. Local jurisdictions, transit operators and Community Based Organizations (CBO) in Alameda County will be eligible to apply for these competitive funds, and each such jurisdiction, operator, or must provide the Alameda CTC written evidence of the commitment of any required project sponsor funds to be eligible to receive these competitive funds.

Section 6. Complete Streets Policy Requirement

- A. To receive Measure B and VRF funds, local jurisdictions must do both of the following with respect to Complete Street policies:
 1. Have an adopted complete streets policy, or demonstrate that a policy is being developed and will be adopted by [*Date to be determined*]. This policy should include the "Elements of an Ideal Complete Streets Policy" developed by the National Complete Streets Coalition (<http://www.completestreets.org/webdocs/policy/cs-policyelements.pdf>). Resources will be developed by the Alameda CTC to assist local jurisdictions with developing and implementing complete streets policies.
 2. Comply with the California Complete Streets Act of 2008. The California Complete Streets Act (AB1358) requires that local general plans do the following:

- a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
- b. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

The Governor’s Office of Planning and Research has developed detailed guidance for meeting this law: *Update to the General Plan Guidelines: Complete Streets and the Circulation Element*

(http://www.opr.ca.gov/planning/docs/Update_GP_Guidelines_Complete_Streets.pdf).

Section 7. Local Bicycle/Pedestrian Master Plan Requirement

- A. To receive Measure B and VRF funds, local jurisdictions must do all of the following with respect to local bicycle and pedestrian master plans. The Alameda CTC will provide technical assistance and funding to local jurisdictions to meet these requirements through the competitive Bicycle and Pedestrian Safety Grant Program. Jurisdictions may also use pass-through funds for the development of local bicycle and pedestrian master plans.
 1. Have an adopted Local Pedestrian Master Plan AND Local Bicycle Master Plan, OR have an adopted combined Local Pedestrian and Bicycle Plan; or demonstrate that the plan is being developed and will be adopted by Date to be determined].
 2. Each plan must be updated, at a minimum, every five years. This policy is consistent with the state’s Bicycle Transportation Act (BTA) grant requirement for bicycle plans, and will ensure that plans are addressing current local needs, while also allowing jurisdictions to be eligible for BTA funding.
 3. Each plan must include core elements to ensure that the plan is effective, and that plans throughout the county are comparable, to the extent that is reasonable, to facilitate countywide planning. The Alameda CTC will develop and maintain guidelines outlining these core elements. For pedestrian plans, these elements are described in the *Toolkit for Improving Walkability in Alameda County*: <http://www.actia2022.com/ped-toolkit/ACTIA-ped-toolkit.pdf>. The Alameda CTC will develop guidelines for bicycle plans.

Section 8. Advancement of Pass-through Funds

- A. The Alameda CTC may consider advancing future year pass-through funds, with the goal of seeing improvements made in the near term. If a jurisdiction is interested in this option, a written request to the Alameda CTC Director of Finance and a copy to the Deputy Director of Projects and Programs, indicating the amount of funds requested and the projects on which the funds will be spent, is required. Requests will be considered on an individual basis.

Section 9. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC's Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, before changes are adopted by the Alameda CTC Board.

DRAFT

Alameda County Transportation Commission
DRAFT Implementation Guidelines for
the Local Streets and Roads Program Funded through
Measure B and Vehicle Registration Fees
(Adopted [INSERT DATE])

Section 1. Purpose

- A. To delineate the eligible uses of Local Streets and Roads funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Measure B and Vehicle Registration Fees (VRF) pass-through funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Local Streets and Roads funds eligible uses and expenditures.
 2. Define the terms in the Master Program Funding Agreements.
 3. Guide Local Streets and Roads Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Local Streets and Roads funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC Board.

Section 3. Background

- A. Alameda CTC developed Implementation Guidelines for the Local Streets and Roads funds to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements for the November 2000 voter-approved Measure B pass-through funds. The Expenditure Plan allocates 22.34 percent of Measure B funds for Local Streets and Roads programs and projects. The original program funding agreements for Measure B pass-through funds expired in spring 2012, and Alameda CTC put in place the new Master Program Funding Agreements to continue fund allocations for the remaining term of Measure B funds allocations through June 2022. In addition, the Master Program Funding Agreements include a new local, voter-approved revenue stream, the Vehicle Registration Fee (VRF), which will provide approximately \$11 million per year for transportation improvements throughout the County. The VRF includes 60 percent of net revenues for a Local Streets and Roads Program. These Implementation Guidelines

Alameda CTC Draft Local Streets and Roads Program Implementation Guidelines

define the eligible uses and allocation process for the Measure B and VRF Local Streets and Roads funds and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter-approved, half-cent transportation sales taxes in Alameda County (the Measure B sales tax programs approved in 1986 and 2000).
- B. **Bike parking:** Bike racks and lockers, bike shelters, attended bike parking facilities, and bike parking infrastructure.
- C. **Bikeways and multiuse paths:** Bike lanes, bike boulevards, sidepaths, bike routes, multiuse pathways, at-grade bike crossings, and maintenance of bikeway facilities.
- D. **Bridges and tunnels:** Crossings above or below grade for bicycles, pedestrians, and/or autos and transit.
- E. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- F. **Complete Street:** A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of the facility. Complete street concepts apply to rural, suburban, and urban areas. (Caltrans definition)
- G. **Complete Streets Act of 2008:** The California Complete Streets Act (Assembly Bill 1358) was signed into law in September 2008. It requires that local jurisdictions modify their general plans as follows:
- “(A) Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.
- (B) For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.”
- H. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates (PS&E).

- I. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Local Streets and Roads programs funded through the Alameda CTC Master Program Funding Agreements.
- J. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of the Alameda CTC-funded Local Streets and Roads projects, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Local Streets and Roads funds.
- K. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs.
- L. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- M. **Equipment and new vehicles:** Purchase or lease of vehicles and equipment for service improvements, such as information dissemination, fare collection, etc.
- N. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on adopted evaluation criteria; and allocated based on a reimbursement basis.
- O. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.
- P. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- Q. **Measure B:** Alameda County’s half-cent transportation sales tax, originally approved in 1986, and reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- R. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- S. **Pass-through funds:** Funds allocated based on a funding formula (such as population, registered vehicles, roadmiles, or a combination thereof) defined in a voter-approved measure and provided to eligible jurisdictions on a regularly scheduled basis (such as a regular monthly payment).

Alameda CTC Draft Local Streets and Roads Program Implementation Guidelines

- T. **Pedestrian crossing improvements:** At-grade pedestrian crossing improvements such as crosswalks, roadway/geometric changes, or reconfiguration specifically benefiting pedestrians.
- U. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- V. **Planning area:** Four geographical sub-areas of the county (Planning Areas 1, 2, 3, and 4). The sub-areas of the county are defined by the Alameda CTC as follows:
1. Planning Area 1 – North Area: Cities of Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont
 2. Planning Area 2 – Central Area: Cities of Hayward and San Leandro, and the unincorporated areas of Castro Valley and San Lorenzo, as well as other unincorporated lands in that area
 3. Planning Area 3 – South Area: Cities of Fremont, Newark, and Union City
 4. Planning Area 4 – East Area: Cities of Dublin, Livermore, and Pleasanton, and all unincorporated lands in that area
- W. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- X. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- Y. **Sidewalks and ramps:** New sidewalks, sidewalk maintenance, curb ramps, and stairs/ramps for pedestrian and Americans with Disabilities Act access.
- Z. **Signage:** Warning, regulatory, wayfinding, or informational signage.
- AA. **Signals:** New traffic signals or crossing signals, signal upgrades, countdown signals, audible signals, or signal timing improvements.
- BB. **Staffing:** Salary and benefits for staff to support projects, programs, or services.
- CC. **Street resurfacing and maintenance:** Repaving and resurfacing of on-street surfaces, including striping.
- DD. **Traffic calming:** Infrastructure primarily aimed at slowing down motor vehicle traffic.
- EE. **Vehicle Registration Fee (VRF):** Measure F, Alameda County's VRF Program, approved by the voters in November 2010 with 63 percent of the vote. It will generate approximately \$11 million per year through a \$10 per year vehicle registration fee. Administered by the Alameda CTC, the VRF funds four main types of programs and the distribution percentage is as follows: local streets and roads (60 percent); transit (25 percent); local transportation technology (10 percent); and bicycle and pedestrian projects (5 percent).

Section 5. Local Streets and Roads Fund Allocations

A. These Implementation Guidelines provide guidance on the Local Streets and Roads Fund allocation process for Measure B and VRF pass-through funds.

1. Measure B Local Streets and Roads Pass-through Funds

- a. *General:* Alameda CTC distributes Measure B Local Streets and Roads Pass-through Funds to cities in the county and to Alameda County to be spent on transportation capital improvements for surface streets and arterial roads, and maintenance and upkeep of local streets and roads, including repaving streets, filling potholes, and upgrading local transportation infrastructure. These funds are intended to maintain and improve local streets and roads in Alameda County, and may be used for any local transportation need based on local priorities, including streets and roads projects, local transit projects, bicycle and pedestrian projects, projects (sponsored by others) that require local agency support, and other transportation uses as approved through a public process by the jurisdiction.

The pass-through funds constitute 100 percent of the total Measure B Local Streets and Roads funds. Each city and Alameda County will receive their proportional share (which share shall be adjusted annually as described in the Master Program Funding Agreement) of the local transportation pass-through funds within their sub-area based on a formula weighted 50 percent by the population of the jurisdiction within the sub-area and 50 percent on the number of road miles within the sub-area. These funds are allocated on a monthly basis directly to each city and the County. These funds must be placed in a separate account from the VRF Funds.

- b. *Eligible Uses:* The Measure B Local Streets and Roads pass-through funds may be used for any capital project, program, maintenance, or operations that directly improves local streets and roads and local transportation. Eligible uses for these funds include, but are not necessarily limited to:

- 1) Capital projects, including:
 - a) All phases of capital projects, including feasibility studies, planning, and environmental
 - b) Upgrades to or installation of new local streets and roads infrastructure including installation of streets, roads, and highways
 - c) Street resurfacing and maintenance including repaving and resurfacing of on-street surfaces including striping

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- d) Improvements or upgrades to bridges and tunnels
 - e) Installation of or upgrades to sidewalks and curb ramps
 - f) Americans with Disabilities Act (ADA) on-street improvements, including sidewalk upgrades and curb ramp installations
 - g) Purchase or lease of equipment or new vehicles for local streets and roads improvements
 - h) Crossing improvements including traffic signals, signage, and traffic lights (at intersections, interchanges, railroads, freeways, etc.) for drivers, pedestrians, and bicyclists
 - i) Improvements to or installation of new pedestrian facilities (e.g., sidewalks, curb ramps, countdown signals, accessible signals, at-grade bike crossings)
 - j) Improvements or upgrades to or installation of new bikeways (such as bicycle routes, boulevards, lanes, multi-use pathways)
 - k) Maintenance of or installation of bicycle and pedestrian facilities, including construction, maintenance, and operations of bike parking facilities.
 - l) Pedestrian and bicycle access improvements to, from and at transit facilities
 - m) Traffic calming projects
- 2) Transit system operations, operations of traffic signal system controls and interconnections, and corridor monitoring and management
 - 3) Mass transit project operations including bus, ferry, shuttle, rail, and Welfare to Work services
 - 4) Paratransit services
 - 5) Direct staff and consultant costs that support eligible activities, including the end-of-year compliance report
 - 6) Direct staff training costs directly related to implementation of projects or programs implemented with the Local Streets and Roads Funds

c. *Ineligible Uses:* The following is a list of ineligible uses of Measure B Local Streets and Roads pass-through funds:

- 1) Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation
- 2) Projects or programs that exclusively serve city/county staff
- 3) Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

2. VRF Local Streets and Roads Pass-through Funds

a. *General:* Alameda CTC distributes VRF Local Streets and Roads Pass-through Funds to cities in the county and to Alameda County to be spent on transportation capital improvements for surface streets and arterial roads, and maintenance and upkeep of local streets and roads. These funds are intended to maintain and improve local streets and roads as well as a broad range of facilities in Alameda County (from local to arterial facilities).

The pass-through funds constitute 100 percent of the total VRF Local Streets and Roads funds and are distributed among the four planning areas of the county. VRF local streets and roads pass-through funds within the geographic planning area are based on a formula weighted 50 percent by the population of the jurisdiction within the planning area and 50 percent of the number of registered vehicles in the planning area. VRF local streets and roads funds will be distributed by population within a planning area. Allocations may change in the future based on changes in population and number of registered vehicle figures. Recipients are not required to enter into a separate agreement with Alameda CTC prior to receipt of such funds. Agencies will maintain all interest accrued from the VRF Local Road Program pass through funds within the program. These funds are allocated on a monthly basis directly to each city and the County. These funds must be placed in a separate account from the Measure B Funds.

b. *Eligible Uses:* The VRF Local Streets and Roads pass-through funds may be used for improving, maintaining, and rehabilitating local roads and traffic signals. It will also incorporate the Complete Streets practice that makes local roads safe for all modes, including bicyclists and pedestrians, and accommodates transit. Eligible uses for these funds include, but are not necessarily limited to:

- 1) Street repaving and rehabilitation, including curbs, gutters and drains
- 2) Traffic signal maintenance and upgrades, including bicyclist and pedestrian treatments

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- 3) Signage and striping on roadways, including traffic and bicycle lanes and crosswalks
 - 4) Sidewalk repair and installation
 - 5) Bus stop improvements, including bus pads, turnouts and striping
 - 6) Improvements to roadways at rail crossings, including grade separations and safety protection devices
 - 7) Improvements to roadways with truck or transit routing
- c. *Ineligible Uses:* The following is a list of ineligible uses of VRF Local Streets and Roads pass-through funds:
- 1) Non-transportation projects such as fees charged to capital construction projects for services or amenities that are not related to transportation
 - 2) Projects or programs that are not directly related to streets and roads improvements
 - 3) Projects or programs that exclusively serve city/county staff
 - 4) Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

Section 6. Complete Streets Policy Requirement

- A. To receive Measure B and VRF funds, local jurisdictions must do both of the following with respect to Complete Streets policies:
1. Have an adopted Complete Streets policy, or demonstrate that a policy is being developed and will be adopted by *[Date to be determined]*. This policy should include the “Elements of an Ideal Complete Streets Policy” developed by the National Complete Streets Coalition (<http://www.completestreets.org/webdocs/policy/cs-policyelements.pdf>). Resources will be developed by the Alameda CTC to assist local jurisdictions with developing and implementing complete streets policies.
 2. Comply with the California Complete Streets Act of 2008. The California Complete Streets Act (AB1358) requires that local general plans do the following:
 - a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

- b. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

The Governor’s Office of Planning and Research has developed detailed guidance for meeting this law: *Update to the General Plan Guidelines: Complete Streets and the Circulation Element*

(http://www.opr.ca.gov/planning/docs/Update_GP_Guidelines_Complete_Streets.pdf).

Section 7. Pavement Condition Index Reporting

- A. To receive Measure B and VRF funds, local jurisdictions must do both of the following with respect to the reporting of an agency’s pavement condition (PCI) index:
1. Annually report on the citywide pavement condition index (PCI), which rates the “health” of local streets from 1 to 100, in the Annual Program Compliance Report Form. Where applicable, this information will be consistent with material provided for MTC reporting requirements.
 2. If the PCI falls below a total average index of 60 (fair condition), specify in the Annual Program Compliance Report what funding amounts, policies, or other needs are required to enable increasing the recipient’s PCI to 60 or above.

Section 8. Advancement of Pass-through Funds

- A. The Alameda CTC may consider advancing future year pass-through funds, with the goal of seeing improvements made in the near term. If a jurisdiction is interested in this option, a written request to the Alameda CTC Director of Finance and a copy to the Deputy Director of Projects and Programs, indicating the amount of funds requested and the projects on which the funds will be spent, is required. Requests will be considered on an individual basis.

Section 9. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC’s Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, before changes are adopted by the Alameda CTC Board.

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**Alameda County Transportation Commission
DRAFT Implementation Guidelines for
the Mass Transit Program Funded through
Measure B and Vehicle Registration Fees**
(Adopted [INSERT DATE])

Section 1. Purpose

- A. To delineate eligible uses of Mass Transit funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Measure B pass-through funds and Measure B and Vehicle Registration Fees (VRF) discretionary funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Mass Transit funds eligible uses and expenditures.
 2. Define the terms in the Master Program Funding Agreements.
 3. Guide Mass Transit Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Mass Transit funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC Board.

Section 3. Background

- A. Alameda CTC developed Implementation Guidelines for the Mass Transit funds to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements for the November 2000 voter-approved Measure B pass-through funds. The Expenditure Plan allocates 21.92 percent of Measure B funds for Mass Transit programs and projects. The original program funding agreements for Measure B pass-through funds expired in spring 2012, and Alameda CTC put in place the new Master Program Funding Agreements to continue fund allocations for the remaining term of Measure B funds allocations through June 2022. In addition, the Master Program Funding Agreements include a new local, voter-approved revenue stream, the Vehicle Registration Fee (VRF), which will provide approximately \$11 million per year for transportation improvements throughout the County. The VRF includes 25 percent of net revenues for a

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Mass Transit Program. These Implementation Guidelines define the eligible uses and allocation process for the Measure B and VRF Mass Transit funds and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter-approved, half-cent transportation sales taxes in Alameda County (the Measure B sales tax programs approved in 1986 and 2000).
- B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates (PS&E).
- D. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Mass Transit programs funded through the Alameda CTC Master Program Funding Agreements.
- E. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Alameda CTC-funded Mass Transit projects, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Mass Transit funds.
- F. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs.
- G. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- H. **Equipment and new vehicles:** Purchase or lease of vehicles. Equipment for service improvements, such as information dissemination, fare collection, etc.
- I. **Express bus service:** Either of these types of rapid bus service:
 - 1. Service within zones with a defined pick-up area, nonstop express bus service, and a defined drop-off zone.

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2. Service that provides a simple route layout, has frequent service and fewer stops than regular fixed route service, and may include level boarding, bus priority at traffic signals, signature identification of the rapid buses such as color-coded buses and stops, and enhanced stations.
- J. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on adopted evaluation criteria; and allocated based on a reimbursement basis.
- K. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.
- L. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- M. **Measure B:** Alameda County’s half-cent transportation sales tax, originally approved in 1986, and reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- N. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- O. **Pass-through funds:** Funds allocated based on a funding formula (such as population, registered vehicles, roadmiles, or a combination thereof) defined in a voter-approved measure and provided to eligible jurisdictions on a regularly scheduled basis (such as a regular monthly payment).
- P. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- Q. **Planning area:** Four geographical sub-areas of the county (Planning Areas 1, 2, 3, and 4). The sub-areas of the county are defined by the Alameda CTC as follows:
1. Planning Area 1 – North Area: Cities of Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont
 2. Planning Area 2 – Central Area: Cities of Hayward and San Leandro, and the unincorporated areas of Castro Valley and San Lorenzo, as well as other unincorporated lands in that area
 3. Planning Area 3 – South Area: Cities of Fremont, Newark, and Union City
 4. Planning Area 4 – East Area: Cities of Dublin, Livermore, and Pleasanton, and all unincorporated lands in that area

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- R. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- S. **Safety improvements:** Safety or security improvements for operators, passengers, service users, facilities, and infrastructure or property.
- T. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- U. **Staffing:** Salary and benefits for staff to support projects, programs, or services.
- V. **Vehicle Registration Fee (VRF):** Measure F, Alameda County's VRF Program, approved by the voters in November 2010 with 63 percent of the vote. It will generate approximately \$11 million per year through a \$10 per year vehicle registration fee. Administered by the Alameda CTC, the VRF funds four main types of programs and the distribution percentage is as follows: local streets and roads (60 percent); transit (25 percent); local transportation technology (10 percent); and bicycle and pedestrian projects (5 percent).
- W. **Welfare to Work:** Transit services to enhance transportation opportunities for persons making the transition from welfare to work.

Section 5. Mass Transit Fund Allocations

- A. These Implementation Guidelines provide guidance on the Mass Transit Fund allocation process for Measure B pass-through funds and Measure B Express Bus Services Grant Program and VRF Transit for Congestion Relief Program funds.
 - 1. Measure B Mass Transit Pass-through Funds
 - a. *General:* Alameda CTC distributes Measure B Mass Transit Pass-through Funds to transit operators in Alameda County to be spent on maintenance of transit services, restoration of service cuts, expansion of transit services, and passenger safety and security. Transit operators in Alameda County receive their proportional share of mass transit pass-through funds based on percentages of net revenues generated by the Measure B sales and use tax (which share shall be adjusted annually as described in the Master Program Funding Agreement). These funds are allocated on a monthly basis directly to each transit operator.
 - b. *Eligible Uses:* The Measure B Mass Transit pass-through funds may be used for any capital project, program, maintenance, or operations that directly improve mass transit services. Eligible uses for these funds include, but are not necessarily limited to:
 - 1) Capital projects, including:
 - a) All phases of capital projects, including feasibility studies, planning, and environmental

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- b) Upgrades to or expansions to bus, ferry, rail, and shuttle infrastructure
 - c) Purchase or lease of equipment or new vehicles for transit services
- 2) Mass transit system operations and services, including commuter rail; express, local, and feeder bus; and ferry
 - 3) Paratransit services
 - 4) Welfare to Work services
 - 5) Direct staff and consultant costs to develop, plan, implement, operate and maintain transit projects and programs
 - 6) Staff time to complete end-of-year compliance reports
 - 7) Staff training costs directly related to implementation of projects or programs implemented with the Mass Transit Funds
- c. *Ineligible Uses:* The following is a list of ineligible uses of Measure B Mass Transit pass-through funds:
- 1) Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation
 - 2) Projects or programs that exclusively serve city/county staff
 - 3) Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.
2. Measure B Express Bus Services Grant Program Funds
- a. *General:* The Measure B Expenditure Plan dedicates 0.7 percent of net revenues for the Countywide Express Bus Service fund for express bus service projects. Alameda CTC awards Measure B Countywide Express Bus Services Grant funds on a discretionary basis through a competitive grant program. These funds are intended to expand accessible, rapid transit services throughout Alameda County. Two agencies are eligible to receive express bus services grant funds and must enter into a separate agreement with Alameda CTC:
- 1) Alameda-Contra Costa Transit District (AC Transit)
 - 2) Livermore Amador Valley Transit Authority (LAVTA)
- Fund recipients must enter into a separate agreement with Alameda CTC.

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- b. *Eligible Uses:* Measure B Countywide Express Bus Service Grant Fund Program Guidelines provide program eligibility and fund usage guidelines and requirements, definitions of terms, evaluation criteria, award details, and monitoring requirements.
3. VRF Transit for Congestion Relief Program Funds
 - a. The VRF Expenditure Plan dedicates 25 percent of net revenues for transit projects that provide congestion relief. Alameda CTC awards VRF Transit for Congestion Relief Grant Program funds on a discretionary basis. These funds are intended to make it easier for drivers to use public transportation, make the existing transit system more efficient and effective, and improve access to schools and jobs. The goal of this program is to decrease automobile usage and thereby reduce both localized and area-wide congestion and air pollution. Fund recipients must enter into a separate agreement with Alameda CTC.
 - b. *Eligible Uses:* VRF Transit for Congestion Relief Grant Program Guidelines provide program eligibility and fund usage guidelines and requirements, definitions of terms, evaluation criteria, award details, and monitoring requirements.

Section 6. Advancement of Pass-through Funds

- A. The Alameda CTC may consider advancing future year pass-through funds, with the goal of seeing improvements made in the near term. If a jurisdiction is interested in this option, a written request to the Alameda CTC Director of Finance and a copy to the Deputy Director of Projects and Programs, indicating the amount of funds requested and the projects on which the funds will be spent, is required. Requests will be considered on an individual basis.

Section 7. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC's Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, before changes are adopted by the Alameda CTC Board.

Alameda County Transportation Commission
DRAFT Implementation Guidelines for the
Paratransit Program Funded through Measure B
(Adopted [INSERT DATE])

Section 1. Purpose

- A. To delineate eligible uses of Paratransit funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Measure B pass-through funds and Measure B discretionary funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Paratransit funds eligible uses and expenditures.
 2. Define the terms in the Master Program Funding Agreements.
 3. Guide Paratransit Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Paratransit funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC Board.

Section 3. Background

- A. Alameda CTC developed Implementation Guidelines for the Paratransit funds to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements for the November 2000 voter-approved Measure B pass-through funds. The Expenditure Plan allocates 10.45 percent of Measure B funds for special transportation for seniors and people with disabilities (paratransit) programs and projects. The original program funding agreements for Measure B pass-through funds expired in spring 2012, and Alameda CTC put in place the new Master Program Funding Agreements to continue fund allocations for the remaining term of Measure B funds allocations through June 2022. These Implementation Guidelines define the eligible uses and allocation process for the Measure B funds and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter-approved, half-cent transportation sales taxes in Alameda County (the Measure B sales tax programs approved in 1986 and 2000).
- B. **Americans with Disabilities Act (ADA):** According to the U.S. Equal Employment Opportunity Commission, originally passed in 1990 and revised in 2008, a law that prohibits private employers, state and local governments, employment agencies and labor unions from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment. The ADA also requires reasonable accommodations for individuals with disabilities and has resulted in the removal of many barriers to transportation and in better access for seniors and people with disabilities.
- C. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion. For paratransit programs, may be an investment in vehicles or equipment directly related to providing paratransit services.
- D. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates (PS&E).
- E. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Paratransit programs funded through the Alameda CTC Master Program Funding Agreements.
- F. **Customer service and outreach:** Staffing and benefits for customer service as well as costs associated with marketing, education, outreach, and promotional campaigns and programs.
- G. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of the Alameda CTC-funded Paratransit projects, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Paratransit funds.
- H. **East Bay Paratransit (EBP) ticket purchase:** Amount paid to East Bay Paratransit for tickets plus associated costs, for example, distribution.

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- I. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs.
- J. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- K. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on adopted evaluation criteria; and allocated based on a reimbursement basis.
- L. **Group trips:** One-way passenger trips considered group trips. Includes vehicle operation and contracts. See individual demand-response trips.
- M. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.
- N. **Individual demand-response trips:** Taxi service, door-to-door trips, van trips, etc. Includes actual operation cost and contracts for vehicle operation, scheduling, dispatching, vehicle maintenance, supervision, and fare collection (including ticket or scrip printing and sales) for the purpose of carrying passengers.
- O. **Maintenance:** Repairs, renovation, or upgrade of existing facility, infrastructure, or vehicles.
- P. **Management:** Staffing and benefits to manage programs, projects, and services.
- Q. **Meal delivery:** Service that includes costs associated with vehicle operation, scheduling, dispatching, vehicle maintenance, and supervision for the purpose of delivering meals, whether provided in-house, through contracts, via taxicab, or by grantees. See Meals on Wheels.
- R. **Meals on Wheels:** Service that is part of a Senior Nutrition Program and provides delivery of meals to seniors and people with disabilities. See meal delivery.
- S. **Measure B:** Alameda County’s half-cent transportation sales tax, originally approved in 1986, and reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- T. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.

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- U. **Paratransit Advisory and Planning Committee:** Originally named by the Measure B Expenditure Plan as the Alameda County Paratransit Coordinating Council, the Alameda CTC committee that meets to address funding, planning, and coordination issues regarding paratransit services in Alameda County. Members must be an Alameda County resident and an eligible user of any transportation service available to seniors and people with disabilities in Alameda County. PAPCO is supported by a Technical Advisory Committee comprised of Measure B-funded paratransit providers in Alameda County.
- V. **Paratransit service:** Transportation services for seniors and people with disabilities including ADA-mandated or non-mandated shuttle or fixed-route services, including door-to-door services, group trips, and individual demand-response trip services; taxi programs; Meals on Wheels or meal delivery; volunteer driver programs; and purchase of EBP tickets.
- W. **Pass-through funds:** Funds allocated based on a funding formula (such as population, registered vehicles, roadmiles, or a combination thereof) defined in a voter-approved measure and provided to eligible jurisdictions on a regularly scheduled basis (such as a regular monthly payment).
- X. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- Y. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- Z. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- AA. **Shuttle or fixed-route trips:** Shuttle service or fixed-route bus service, for example. Includes vehicle operation and contracts. See individual demand-response trips.
- BB. **Staffing:** Salary and benefits for staff to support projects, programs, or services.

Section 5. Paratransit Fund Allocations

- A. These Implementation Guidelines provide guidance on the Paratransit Fund allocation process for Measure B pass-through funds and Measure B Paratransit Gap Grant Program funds.
 - 1. Measure B Paratransit Pass-through Funds
 - a. *General:* Alameda CTC distributes Measure B Paratransit Pass-through Funds to fixed-route public transit operators that are required to provide transportation services mandated by the ADA; and to cities in Alameda County and the County to provide non-mandated services, aimed at improving mobility for seniors and persons with disabilities. Of the 10.45 percent of Measure B revenues for paratransit, Alameda CTC allocates approximately 8.92 percent as pass-through funds on a monthly basis directly to each transit operator, city, and the County.

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- 1) Approximately 3.39 percent of the funds are local pass-through funds distributed to Alameda County cities to provide non-mandated transportation services for seniors and people with disabilities allocated to each city operating paratransit service through a census-based funding formula that is developed by PAPCO and approved by the Alameda CTC Board.
 - 2) Approximately 5.53 percent of the funds are local pass-through funds distributed to Alameda County's primary mandated ADA service provider, East Bay Paratransit Consortium.
- b. *Eligible Uses:* The Measure B Paratransit pass-through funds may be used for any capital project, program, maintenance, or operations that directly improve paratransit services. Eligible uses for these funds include, but are not necessarily limited to:
- 1) Paratransit trip provision, including:
 - a) Fixed-route or shuttle trips
 - b) Group trips
 - c) Individual demand-response trips
 - 2) Meals on Wheels or meal delivery services
 - 3) Direct staff and consultant costs to develop, plan, implement, manage, operate and maintain paratransit projects and programs
 - 4) Direct staff and consultant costs to provide customer service and outreach for paratransit projects and programs
 - 5) Staff time to complete end-of-year compliance reports
 - 6) Staff training costs directly related to implementation of projects or programs implemented with the Paratransit Funds
- c. *Ineligible Uses:* The following is a list of ineligible uses of Measure B Paratransit pass-through funds:
- 1) Non-transportation projects or services such as fees charged to capital construction projects for services or amenities not related to transportation
 - 2) Projects or programs that exclusively serve city/county staff
 - 3) Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan.

2. Measure B Paratransit Gap Grant Program Funds

Alameda CTC Draft Paratransit Program Implementation Guidelines

- a. *General:* The Measure B Expenditure Plan dedicates 1.43 percent of the funds for gaps in services to be allocated by PAPCO to reduce differences that might occur based on the geographic residence of any individual needing services. Alameda CTC awards Measure B Paratransit Gap Grant funds on a discretionary basis through a competitive grant program. These funds are intended for recipients to provide special transportation services for seniors and people with disabilities directly, or to contract with any other agency to provide a more seamless, uniform program.
- b. *Eligible Uses:* Measure B Paratransit Gap Grant Program Guidelines provide program eligibility and fund usage guidelines and requirements, definitions of terms, evaluation criteria, award details, and monitoring requirements.
- c. *Minimum Service Level Gap Grant Program:* In February 2006, the Alameda County Transportation Improvement Authority (ACTIA) Board approved a set of Minimum Service Levels (MSLs) developed by the Paratransit Advisory and Planning Committee (PAPCO) as essential minimum, or baseline, levels of service which users can expect across Alameda County's multitude of services (see Attachment A). ACTIA also established the Measure B Minimum Service Level Gap Grant Program to help providers meet the Minimum Service Levels.
 - 1) Gap funds provide Alameda County with the opportunity to be innovative and explore alternative service delivery mechanisms in the face of a senior and disability population that is expected to grow substantially over the next 20 years. The population of people who are likely to need paratransit service is expected to outpace the growth in sales tax revenues that fund paratransit programs in Alameda County, including city-based programs and ADA-mandated services. Gap funds provide an opportunity to minimize the differences in service experienced by consumers based on their geographic location.
 - 2) Since 2010, Alameda CTC has awarded funding and administered this program. Funding comes from the Paratransit Gap funds allocated in the Measure B Expenditure Plan. Recipients must demonstrate a need for Measure B funding to help ensure MSLs.

Section 6. Advancement of Pass-through Funds

- A. The Alameda CTC may consider advancing future year pass-through funds, with the goal of seeing improvements made in the near term. If a jurisdiction is interested in this option, a written request to the Alameda CTC Director of Finance and a copy to the Deputy Director of Projects and Programs, indicating the amount of funds requested and the projects on which the funds will be spent, is required. Requests will be considered on an individual basis.

Section 7. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC's Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, before changes are adopted by the Alameda CTC Board.

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**Attachment A:
PAPCO-approved Minimum Service Levels for Measure B Recipients**

Minimum Service Level	A Program <i>Exceeds</i> this MSL if ...
Regarding who programs serve: <ul style="list-style-type: none"> • People 18 and above with disabilities who are unable to use fixed route services. • Seniors 80 and above without proof of a disability 	<ul style="list-style-type: none"> • It serves minors with disabilities. • Seniors under 80 without proof of disability.
Regarding the type of service programs provide: <ul style="list-style-type: none"> • Accessible individual demand-responsive service 	<ul style="list-style-type: none"> • It offers additional services for participants, such as group trips or meal delivery.
Regarding the time and days service is provided: <ul style="list-style-type: none"> • At least five days per week between the hours of 8 am and 5 pm (excluding holidays) 	<ul style="list-style-type: none"> • It offers service more than five days a week. • Its service hours begin before 8 am and/or extend after 5pm.
Regarding the service area of a program: <ul style="list-style-type: none"> • Residents using this program are able to meet life needs, including but not limited to travel to major medical facilities, full service grocery stores and other basic necessities, if ADA services, or coordination between base programs are unable to provide these trips. 	<ul style="list-style-type: none"> • It provides trips to locations beyond those which residents would travel to fulfill life needs, such as recreational trips outside city boundaries.
Regarding fares: <ul style="list-style-type: none"> • Fares should be comparable to East Bay Paratransit and equated to distance for van/sedan trips • Fares for Taxi trips should not exceed 50% of the total cost of the trip 	<ul style="list-style-type: none"> • If a rider pays less than they would for a comparable trip on East Bay Paratransit for a van/sedan trip. • If a rider pays less than 50% of the total cost of the trip for a taxi trip.
Regarding interim service for individuals applying for or awaiting ADA certification: <ul style="list-style-type: none"> • Interim service should be provided within three business days upon receipt of application • Interim service should be provided at the request of a health care provider or ADA provider. 	<ul style="list-style-type: none"> • It provides interim service in less than three business days.
Regarding reservations: <ul style="list-style-type: none"> • Programs should accept reservations between the hours of 8 am and 5 pm 	<ul style="list-style-type: none"> • It accepts reservations before 8 am and/or after 5 pm.

Minimum Service Level	A Program <i>Exceeds</i> this MSL if ...
Monday – Friday.	<ul style="list-style-type: none">• It accepts reservations on weekends.

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Alameda County Transportation Commission
DRAFT Implementation Guidelines for the
Local Transportation Technology Program
Funded through Vehicle Registration Fees
(Adopted [INSERT DATE])

Section 1. Purpose

- A. To delineate eligible uses of Local Transportation Technology funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Vehicle Registration Fees (VRF) discretionary funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Local Transportation Technology funds eligible uses and expenditures.
 2. Define the terms in the Master Program Funding Agreements.
 3. Guide Local Transportation Technology Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Local Transportation Technology funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC Board.

Section 3. Background

- A. Alameda CTC developed Implementation Guidelines for the Local Transportation Technology funds to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements with local jurisdictions and Alameda County that include a new local, voter-approved revenue stream, the Vehicle Registration Fee (VRF), which will provide approximately \$11 million per year for transportation improvements throughout the County. The VRF includes 10 percent of net revenues for a Local Transportation Technology Program. These Implementation Guidelines define the eligible uses and allocation process for the VRF Local Transportation Technology funds and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter-approved, half-cent transportation sales taxes in Alameda County (the Measure B sales tax programs approved in 1986 and 2000).
- B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates (PS&E).
- D. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Local Transportation Technology programs funded through the Alameda CTC Master Program Funding Agreements.
- E. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Alameda CTC-funded Local Transportation Technology projects, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Local Transportation Technology funds.
- F. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs.
- G. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- H. **Equipment and new vehicles:** Purchase or lease of vehicles, and equipment for service improvements, such as information dissemination, fare collection, etc.
- J. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on adopted evaluation criteria; and allocated based on a reimbursement basis.
- K. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.

- L. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- M. **Measure B:** Alameda County's half-cent transportation sales tax, originally approved in 1986, and reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- N. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- P. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.
- Q. **Planning area:** Four geographical sub-areas of the county (Planning Areas 1, 2, 3, and 4). The sub-areas of the county are defined by the Alameda CTC as follows:
1. Planning Area 1 – North Area: Cities of Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont
 2. Planning Area 2 – Central Area: Cities of Hayward and San Leandro, and the unincorporated areas of Castro Valley and San Lorenzo, as well as other unincorporated lands in that area
 3. Planning Area 3 – South Area: Cities of Fremont, Newark, and Union City
 4. Planning Area 4 – East Area: Cities of Dublin, Livermore, and Pleasanton, and all unincorporated lands in that area
- R. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- T. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- U. **Smart Corridors Program:** A multi-modal advanced transportation management system, which provides real-time traffic conditions along major transportation corridors to allow participating agencies to better manage congestion and incidents along regional routes; improve transportation mobility, efficiency, and safety; and provide timely, multi-modal transportation information to agency transportation managers and to the public.
- V. **Staffing:** Salary and benefits for staff to support projects, programs, or services.
- W. **Vehicle Registration Fee (VRF):** Measure F, Alameda County's VRF Program, approved by the voters in November 2010 with 63 percent of the vote. It will generate approximately \$11 million per year through a \$10 per year vehicle registration fee. Administered by the Alameda CTC, the VRF funds four main types of programs and the distribution percentage

is as follows: local streets and roads (60 percent); transit (25 percent); local transportation technology (10 percent); and bicycle and pedestrian projects (5 percent).

Section 5. Local Transportation Technology Fund Allocations

- A. These Implementation Guidelines provide guidance on the VRF Local Transportation Technology Fund allocation process.
1. *General:* The VRF Expenditure Plan dedicates 10 percent of net revenues for the VRF Local Transportation Technology fund for technology projects. Alameda CTC awards VRF Local Transportation Technology funds on a discretionary basis. These funds are intended to continue and improve the performance of road, transit, pedestrian and bicyclist technology applications, and to accommodate emerging vehicle technologies such as electric and plug-in-hybrid vehicles.
 2. *Eligible Uses:* VRF Local Transportation Technology Program Guidelines provide program eligibility and fund usage guidelines and requirements, definitions of terms, geographic equity, evaluation criteria, award details, and monitoring requirements. Eligible projects include:
 - a. Development, installation, operations, monitoring, and maintenance of local street and arterial transportation management technology such as the Smart Corridors Program, traffic signal interconnection, transit and emergency vehicle priority, advanced traffic management systems, and advanced traveler information systems
 - b. Infrastructure for alternative vehicle fuels such as electric and plug-in-hybrid vehicle stations
 - c. New or emerging transportation technologies that provide congestion or pollution mitigation
 - d. Advanced signal technology for walking and bicycling

Section 6. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC's Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, before changes are adopted by the Alameda CTC Board.

Alameda County Transportation Commission
DRAFT Implementation Guidelines for the
Transit Center Development Program
Funded through Measure B
(Adopted [INSERT DATE])

Section 1. Purpose

- A. To delineate eligible uses of Transit Center Development funds authorized under Alameda County Transportation Commission Master Program Funding Agreements, these implementation guidelines have been developed to specify the requirements that local jurisdictions must follow in their use of Measure B discretionary funds. These guidelines are incorporated by reference in the Master Program Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. The intent of the implementation guidelines is to:
1. Provide guidance on Transit Center Development funds eligible uses and expenditures.
 2. Define the terms in the Master Program Funding Agreements.
 3. Guide Transit Center Development Program implementation.

Section 2. Authority

- A. These Implementation Guidelines have been adopted by the Alameda County Transportation Commission and set forth eligible uses and expenditures for the Transit Center Development funds. The Alameda CTC may update these guidelines on an as-needed basis and will do so with involvement of its technical and community advisory committees (as applicable). Exceptions to these guidelines must be requested in writing and be approved by the Alameda CTC Board.

Section 3. Background

- A. Alameda CTC developed Implementation Guidelines for the Transit Center Development funds to clarify eligible fund uses and expenditures in association with new, 10-year Master Program Funding Agreements for the November 2000 voter-approved Measure B pass-through funds. The Expenditure Plan allocates 0.19 percent of Measure B funds for Transit Center Development programs and projects. The original program funding agreements for Measure B pass-through funds expired in spring 2012, and Alameda CTC put in place new Master Program Funding Agreements to continue fund allocations for the remaining term of Measure B funds allocations through June 2022. These Implementation Guidelines define the eligible uses and allocation process for the Measure B Transit Center Development funds and reflect new policies approved by the Alameda CTC.

Section 4. Definition of Terms

- A. **Alameda CTC:** The Alameda County Transportation Commission is a Joint Powers Authority created by the merger of the Alameda County Congestion Management Agency, which performed long-range planning and funding for countywide transportation projects and programs, and the Alameda County Transportation Improvement Authority, which administered the voter-approved, half-cent transportation sales taxes in Alameda County (the Measure B sales tax programs approved in 1986 and 2000).
- B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.
- C. **Construction (includes PS&E):** Construction of a new capital project, including development of preliminary engineering and construction documents, including plans, specifications, and estimates (PS&E).
- D. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to Transit Center Development programs funded through the Alameda CTC Master Program Funding Agreements.
- E. **Direct cost:** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Alameda CTC-funded Transit Center Development projects, consultants, and materials. These funds may be used for travel or training if they are directly related to the implementation of the Transit Center Development funds.
- F. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs.
- G. **Environmental documents:** Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.
- H. **Equipment and new vehicles:** Purchase or lease of vehicles, and equipment for service improvements, such as information dissemination, fare collection, etc.
- I. **Grants:** Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on adopted evaluation criteria; and allocated based on a reimbursement basis.
- J. **Indirect cost:** Also known as “overhead,” any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers’ salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.

- K. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.
- L. **Measure B:** Alameda County's half-cent transportation sales tax, originally approved in 1986, and reauthorized by voters in November 2000. Collection of the sales tax began on April 1, 2002. Administered by the Alameda CTC, Measure B funds four types of programs in 20 local jurisdictions: bicycle and pedestrian, local streets and roads, mass transit, and paratransit.
- M. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.
- N. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.
- O. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.
- P. **Staffing:** Salary and benefits for staff to support projects, programs, or services.
- Q. **Transit center development (TCD or transit oriented development [TOD]):** Also referred to as priority development areas (PDAs), transit villages, or transit oriented design, a mixed-use residential or commercial area designed to maximize access to public transportation. The California Department of Transportation defines TCD or TOD as, "Moderate to higher density development, located within an easy walk of a major transit stop, generally with a mix of residential, employment, and shopping opportunities designed for pedestrians without excluding the auto. TOD can be new construction or redevelopment of one or more buildings whose design and orientation facilitate transit use."
- R. **Transit Oriented Development-Technical Assistance Program (TOD-TAP):** Program created in 2005 by the Alameda County Congestion Management Agency to provide jurisdictions technical assistance to complete studies and plans in a variety of topics that help advance transit oriented development projects.
- S. **Transportation for Livable Communities (TLC):** A regional program that the Metropolitan Transportation Commission administers to support community-based transportation projects that bring new vibrancy to downtown areas, commercial cores, neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work, and visit. TLC provides funding for projects that are developed through an inclusive community planning effort, provide for a range of transportation choices, and support connectivity between transportation investments and land uses.

Section 5. Transit Center Development Fund Allocations

- A. These Implementation Guidelines provide guidance on the Measure B Transit Center Development Fund allocation process.

1. *General:* Alameda CTC awards Measure B Transit Center Development funds to cities in the county and to Alameda County on a discretionary basis through a competitive grant program. These funds are intended to encourage residential and retail development near transit centers. Nonprofit organizations and transit operators are not directly eligible for these funds.
2. *Eligible Uses:* The Measure B Transit Center Development Grant Program Guidelines provide program eligibility and fund usage guidelines and requirements, definitions of terms, evaluation criteria, award details, and monitoring requirements. Eligible projects include:
 - a. The local match portion of the Metropolitan Transportation Commission (MTC) Transportation for Livable Communities Program for planning and capital projects.
 - b. A match to the MTC Transportation and Land Use (T-PLUS) program for TOD-TAP.
 - c. Funding for consultant services, studies and plans for the Alameda CTC administered TOD-TAP.

Section 6. Adoption of Implementation Guidelines

- A. Implementation Guidelines are adopted by the Alameda CTC on an as-needed basis. Changes to Implementation Guidelines will be brought through the Alameda CTC's Technical Advisory Committee for review and comment, as well as any other Alameda CTC committees as necessary, for comment before changes are adopted by the Alameda CTC Board.



Memorandum

DATE: October 21, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Saravana Suthanthira, Senior Transportation Planner

SUBJECT: Review of Amendment to the 2012 Level of Service (LOS) Monitoring Study Contract

Recommendations

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

Summary

As mandated by state law, the Alameda CTC biennially monitors the level of service of the Congestion Management Program (CMP) roadways in the County. Consultant services are used for data collection and entry while Alameda CTC staff conducts the data analysis and reporting. Beginning with the 2006 and 2008 LOS Monitoring cycles, contracts were awarded for two cycles at a time (every 4 years) instead of every cycle (every two years) as a cost savings measure. Jacobs Engineering Group was hired in February 2010 for the 2010 and 2012 LOS Monitoring cycles for a total contract amount of \$149,960. The 2010 LOS Monitoring Study report was published in Fall 2010. The 2012 LOS Monitoring data collection is scheduled to begin in Spring 2012. Since the approval of the 2010 and 2012 LOS Monitoring Studies contract, the Commission has approved two additional tasks: monitoring the major corridors in the county during weekends and expansion of the CMP network. These actions require modification to the scope of work for the 2012 LOS Monitoring Study and the existing contract for the 2012 LOS Monitoring data collection and entry with Jacobs Engineering Group. Normally, contractual issues go directly to the Commission; however, staff would like ACTAC to be aware of the additional monitoring tasks and which roadways will be affected.

Discussion

The level of service on the CMP roadways in Alameda County is monitored biennially for both the morning and afternoon peak periods. The data for the morning peak period is for informational purposes only. For the 2010 and 2012 LOS Monitoring Studies data collection and entry, Jacobs Engineering Group was selected in February 2010 for an amount of \$74,980 for the 2010 LOS Monitoring work and \$73,980 for the 2012 LOS Monitoring work, totaling \$149,960 for both monitoring cycles. The work for the 2010 LOS Monitoring cycle was completed by Summer 2010 and the report was published in Fall 2010. Attachment 1 shows the CMP network (232 miles) that was monitored in 2010 and which will also be monitored in 2012. The data collection for the 2012 LOS Monitoring cycle is scheduled to begin in Spring 2012.

Normally, contractual issues go directly to the Commission; however, there were two actions by the Commission since the approval of the original contract that require changes to the 2012 LOS Monitoring scope of work of which staff would like ACTAC to be aware:

- In January 2010, the Commission recommended monitoring weekend traffic congestion along major corridors of the county such as I-80, I-880, I-680, I-580 and I-238 from the 2012 Monitoring cycle onwards and if funds could be found. For the 2012 cycle, all of the freeways in the county, an additional 137 miles of freeways, will be monitored during the weekends.
- As part of the 2011 CMP Update, the Commission approved an expansion of the CMP network adding 92 miles of major arterials and creating a Tier 2 network (Attachment 2). The existing CMP network (Attachment 1) forms the Tier 1 network.

Similar to the way the morning peak period is monitored, data from the above tasks will be used for informational purposes only. The cost estimate for data collection and entry for the above additional tasks is \$71,430. The scope of work for these new tasks and the tasks in the existing contract are shown in Attachment 3a and 3b. Upon approval by the Commission, the existing contract with Jacobs Engineering Group will be amended to incorporate the above two additional tasks and to increase the contract amount by \$71,430 for the 2012 LOS Monitoring cycle.

Fiscal Impact

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

Attachments

Attachment A – Alameda County CMP Network – Tier 1

Attachment B – Alameda County CMP Network – Tier 2

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

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

Attachment A: Alameda County CMP Network – Tier 1

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

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

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

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

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

Proposed Scope of Work

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

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

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

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

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

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

Cost Estimate

Detailed estimate is attached.

Cost for data collection and entry for 92.4 miles of arterials including efforts to create a GIS layer with attributes

\$33,840

Cost for weekend data collection and entry for freeways

\$37,590

Total additional cost

\$71,430

2010 and 2012 LOS Monitoring Studies

WORKPLAN AND SCHEDULE

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

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

1. Task 1 –Work Plan

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

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

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

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

Deliverable: Technical Memorandum 1 – Work Plan

Estimated Delivery Date: January 27, 2010

2. Task 2 – Travel Time Runs

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

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

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

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

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

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

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

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

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

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

Estimated Delivery Date: February 1 – June 15, 2010

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

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

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

Deliverable: Technical Memorandum 2 – Excel spreadsheets and GIS Files with travel time results

Estimated Delivery Date: Weekly the first working day after travel times February 1 – June 15, 2010

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

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

Deliverable: Technical Memorandum 3.a – Field survey data sheets and O-D results

Estimated Delivery Date: Weekly the first working day after travel times February 1 – June 30, 2010

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

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

Deliverable: Technical Memorandum 3.b – Free Flow Speed Survey

Estimated Delivery Date: February 1 – June 30, 2010

6. Task 6 – Quality Control

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

QUALITY CONTROL PLAN

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

Data Collectors

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

Data Collection

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

sample runs and be given checklists to ensure all steps are properly followed, and the data will be consistent. Each technician will be tested for accuracy in 2011. The project manager will assign the technician to the site before beginning on the project. The GPS method of data collection provides an initial level of quality control. Location and time information is automatically marked and stored on the computer. This will eliminate the possibility of human error in recording and transcribing data.

Data Analysis

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



Memorandum

DATE: October 17, 2011

TO: Alameda County Technical Advisory Committee (ACTAC)

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

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

Recommendation

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

Summary

This item provides information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS). In September, the administrative draft CWTP was released by the CWTP-TEP Steering Committee for evaluation and comment. The administrative draft report can be found on the Alameda CTC website at: http://www.alamedactc.org/app_pages/view/3070.

The CWTP-TEP Steering Committee also approved TEP parameters and in October public outreach was conducted. This public input and the administrative draft CWTP will be the basis from which a first draft of the TEP project list will be developed in October and presented in November 2011. Both the CWTP and TEP will be modified based on comments received with the goal of presenting a draft of both Plans to the Commission at its retreat on December 16, 2011.

Discussion

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

November 2011 Update:

This report focuses on the month of November 2011. A summary of countywide and regional planning activities for the next three months is found in Attachment A and a three year schedule for the countywide and the regional processes is found in Attachments B and C, respectively. Note that the regional schedule has been revised. Highlights at the regional level include release of preliminary draft Project Performance Assessment results by MTC and maintenance and regional program needs and investment strategies by MTC. At the county level, highlights include a summary of outreach and polling efforts on the TEP conducted in October 2011 and release of the revised CWTP project and program list and preparation of a preliminary list of projects and programs for the TEP.

1) *SCS/RTP*

MTC released preliminary draft results of the project performance assessment and is anticipated to release the draft scenario analysis results in December. They also released information on maintenance and regional program needs, investment strategies and next steps. Staff will be following up and responding to this information. ABAG continued work on the One Bay Area Alternative Land Use Scenarios and a comment letter is being prepared by Alameda CTC staff and will be distributed to ACTAC when it is available.

2) *CWTP-TEP*

In October, presentations on the administrative draft CWTP and TEP parameters were made to the advisory committees and working groups. The administrative draft CWTP is found on the Alameda CTC website at http://www.alamedactc.org/app_pages/view/3070. In addition, extensive public outreach and a second poll on the CWTP and TEP occurred in October and early November to gather input on what projects and programs should be included in the TEP. Results are being summarized and presented to the Community and Technical Advisory Working Groups and the Steering Committee in November. Based this outreach and on the administrative draft CWTP, a preliminary list of Transportation Expenditure Plan projects and programs will be developed in November for review by the Steering Committee at its November 17, 2011 meeting followed by the draft CWTP and draft TEP at its meeting on December 1, 2011.

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

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	Typically the 4 th Thursday of the month, noon Location: Alameda CTC offices	November 17, 2011 December 1, 2011
CWTP-TEP Technical Advisory Working Group	2 nd Thursday of the month, 1:30 p.m. Location: Alameda CTC	November 10, 2011 December 8, 2011
CWTP-TEP Community Advisory Working Group	Typically the 1 st Thursday of the month, 2:30 p.m. Location: Alameda CTC Notes: The November 3 meeting is cancelled and rescheduled jointly with TAWG on November 10 and December 8.	November 10, 2011 November 3, 2011 December 8, 2011
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	November 1, 2011 December 6, 2011
SCS/RTP Equity Working Group	2 nd Wednesday of the month, 11:15 a.m. Location: MetroCenter, Oakland	November 9, 2011 December 14, 2011
SCS Housing Methodology Committee	Typically the 4 th Thursday of the	TBD

Committee	Regular Meeting Date and Time	Next Meeting
	month, 10 a.m. Location: BCDC, 50 California St., 26 th Floor, San Francisco	Agenda Item 5C
5 CWTP-TEP Public Outreach Meetings District 5/North Planning Area District 4/North Planning Area District 3/Central Planning Area District 2/South Planning Area District 1/East Planning Area	Time and Location 6:30 p.m., So. Berkeley Senior Center 6:30 p.m., East Oakland Senior Center 6:30 p.m., San Leandro Senior Center 6:30 p.m., Union City Sports Center 6:30 p.m., Dublin Civic Center Library	Date October 18, 2011 October 24, 2011 October 19, 2011 October 27, 2011 November 2, 2011

Fiscal Impact

None.

Attachments

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

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**Summary of Next Quarter Countywide and Regional Planning Activities
(November 2011 through February 2012)**

Countywide Planning Efforts (CWTP-TEP)

The three year CWTP-TEP schedule showing countywide and regional planning milestone schedules is found in Attachment B. Major milestone dates are presented at the end of this memo. During the November 2011 through February 2012 time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to provide comments on the Alternative Land Use Scenarios for the Sustainable Communities Strategy (SCS);
- Coordinating with the local jurisdictions to develop a draft Alameda County Locally Preferred SCS to test with the financially constrained transportation network in October;
- Responding to comments on the Administrative Draft and developing the Draft CWTP;
- Refining the financially constrained list of projects and programs for the Draft CWTP;
- Refining the countywide 25-year revenue projections consistent and concurrent with MTC's 25-year revenue projections;
- Developing first draft and the Draft Transportation Expenditure Plan (TEP) list of projects and programs;
- Presenting the results of October public outreach and the second poll;
- Presenting the Draft CWTP and Draft TEP to the Steering Committee and Commission for approval; and
- Beginning to seek jurisdiction approvals of the Draft TEP.

Regional Planning Efforts (RTP-SCS)

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

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

- Conducting a scenario analysis of five land use options and two transportation network (Alameda CTC staff is providing input into both of these activities);
- Releasing the results of the scenario analysis and project performance assessment;
- Refining draft 25-year revenue projections;
- Finalizing maintenance needs and Regional Programs estimates; and
- Adopting a RHNA Methodology.

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

- Participating on the MTC/ABAG Regional Advisory Working Group (RAWG),
- Participating on regional Sub-committees (Equity sub-committee);
- Developing a written response to the Alternative Land Use Scenarios;
- Developing local transportation network priorities through the CWTP-TEP process; and
- Assisting in public outreach.

Key Dates and Opportunities for Input¹

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

Sustainable Communities Strategy:

Presentation of SCS information to local jurisdictions: Completed
Initial Vision Scenario Released: March 11, 2011: Completed
Draft Alternative Land Use Scenarios Released: Completed (released August 26, 2011)
Preferred SCS Scenario Released/Approved: March/May 2012

RHNA

RHNA Process Begins: January 2011
Draft RHNA Methodology Released: December 2011
Draft RHNA Plan released: February 2012
Final RHNA Plan released/Adopted: July 2012/October 2012

RTP

Develop Financial Forecasts and Committed Funding Policy: Completed
Call for RTP Transportation Projects: Completed
Conduct Performance Assessment: May 2011 - November 2011
Transportation Policy Investment Dialogue: November 2011 – April 2012
Prepare SCS/RTP Plan: April 2012 – October 2012
Draft RTP/SCS for Released: November 2012
Prepare EIR: December 2012 – March 2013
Adopt SCS/RTP: April 2013

CWTP-TEP

Develop Alameda County Locally Preferred SCS Scenario: May 2011 – May 2012
Call for Projects: Completed
Administrative Draft CWTP: Completed
Preliminary TEP Program and Project list: October 2011
Draft CWTP and TEP Released: December 2011
Plans Outreach: January 2011 – June 2012
Adopt Final CWTP and TEP: May 2012
TEP Submitted for Ballot: July 2012

¹ Note that the regional schedule is being updated. Attachment A reflects the proposed revisions to the schedule while Attachment C does not. MTC will provide a revised Attachment C once the revised schedule is approved by the Commission.

Task	2010						Meeting FY2010-2011	2010				
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee			Establish Steering Committee	Working meeting to establish roles/responsibilities, community working group	RFP feedback, tech working group	Update on Transportation/ Finance Issues	Approval of Community working group and steering committee next steps	No Meetings		Feedback from Tech, comm working groups	No Meetings	Expand vision and goals for County ?
Technical Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Trans statistics, issues, financials overview
Community Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Transportation statistics, issues, financials overview
Public Participation								No Meetings			Stakeholder outreach	
Agency Public Education and Outreach	Information about upcoming CWTP Update and reauthorization											
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level						Board authorization for release of RFPs	Pre-Bid meetings	Proposals reviewed	ALF/ALC approves shortlist and interview; Board approves top ranked, auth. to negotiate or NTP	Technical Work		
Polling												
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Local Land Use Update P2009 begins & PDA Assessment begins						Green House Gas Target approved by CARB.	Start Vision Scenario Discussions		
											Adopt methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

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

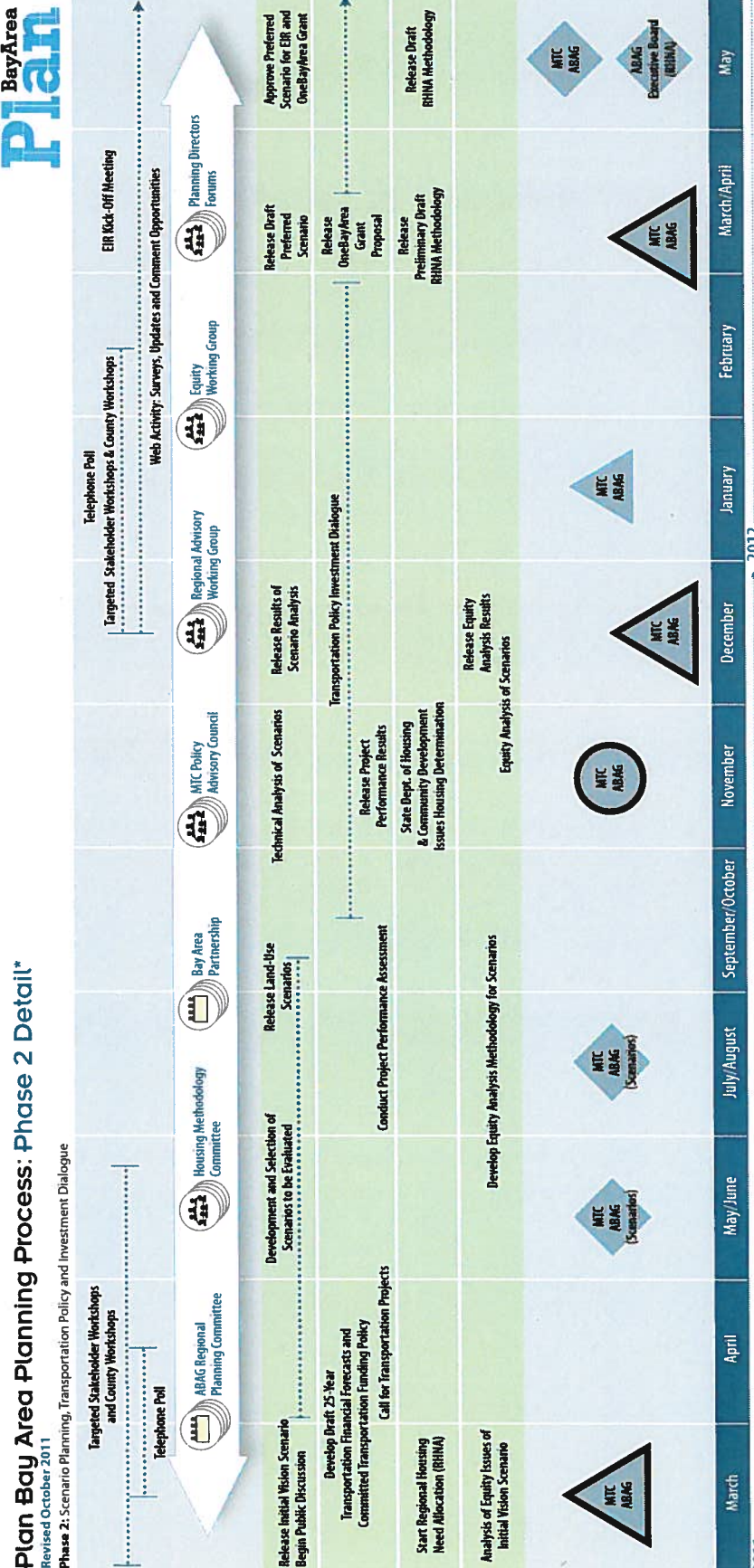
Calendar Year 2012

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

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BayArea Plan

- Phase Two
 Actions/Decisions:
- Initial Vision Scenario
 - Financial Forecasts
 - Scenarios
 - RHMA Methodology
 - Preferred Scenario



Plan Bay Area Planning Process: Phase 2 Detail*

Revised October 2011
 Phase 2: Scenario Planning, Transportation Policy and Investment Dialogue

Local Government and Public Engagement

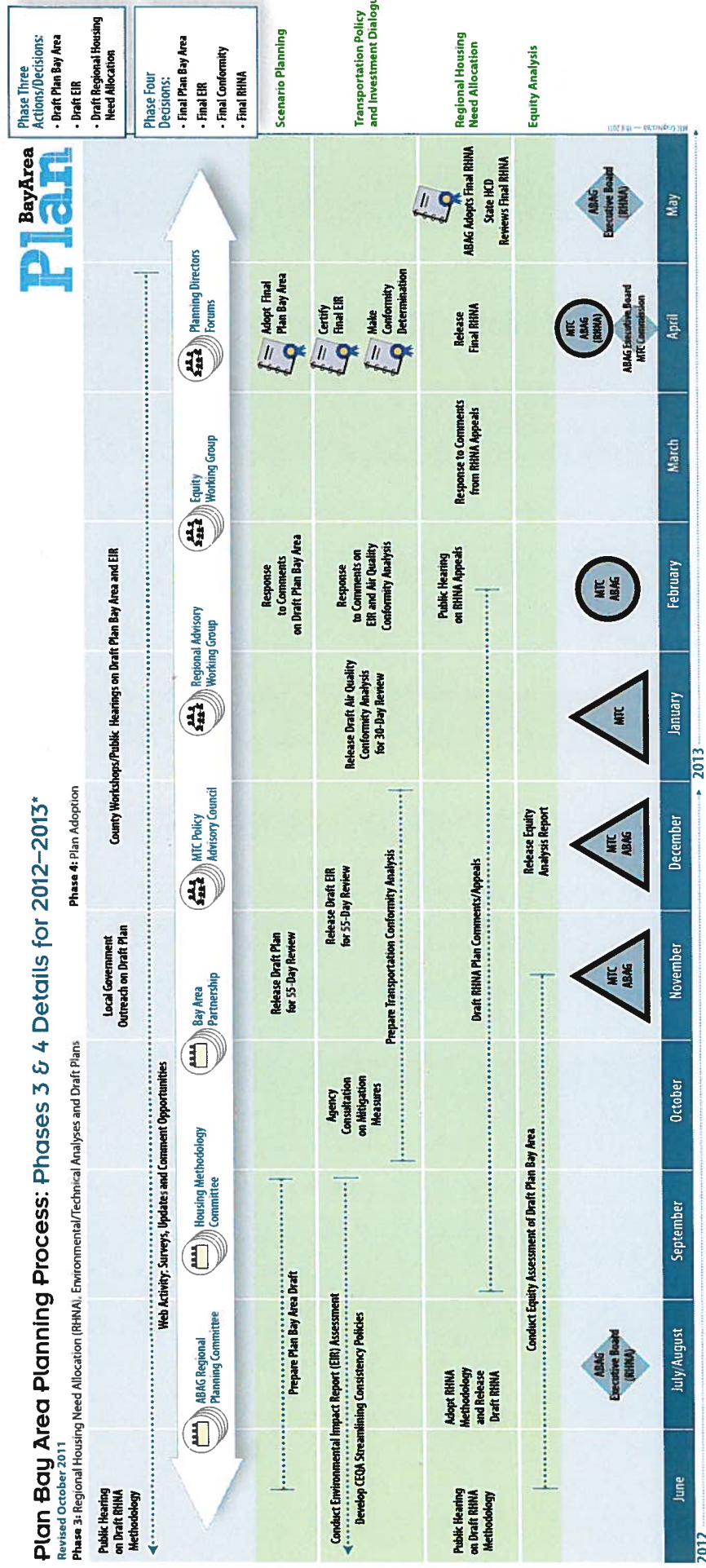
Milestones

Policy Board Action

2011

- *Subject to change
- Policy Board Actions
- Meeting for Discussion/Public Comment
- JOINT meeting of the ABAG Administrative Committee and the MTC Planning Committee for Discussion/Public Comment
- Document Release
- JOINT document release by ABAG and MTC
- ABAG - ABAG Administrative Committee
- MTC - MTC Planning Committee

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



2012

Policy Board Actions

- Subject to change
- Policy Board Actions
- Meeting for Discussion/Public Comment
- JOINT meeting of the ABAG Administrative Committee and the MTC Planning Committee for Discussion/Public Comment
- Decision
- Document Release
- JOINT document release by MTC, ABAG and MTC
- ABAG - ABAG Administrative Committee
- MTC - MTC Planning Committee

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



Memorandum

DATE: October 19, 2011
TO: Alameda County Technical Advisory Committee (ACTAC)
FROM: Vivek Bhat, Senior Transportation Engineer
RE: Review Federal Inactive Projects List: September 2011 Quarterly Review

Recommendations:

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

Summary:

ACTAC is requested to review the September 2011 Quarterly Federal Inactive obligation list of projects. Federal regulations require that agencies receiving federal funds invoice against their obligations at least once every six months. Projects that do not have invoicing activity over a six month period are placed on the Inactive Obligation list, and those projects are at risk of deobligation of the project's federal funds unless Caltrans and the Federal Highways Administration (FHWA) receive either an invoice or a valid justification for inactivity. Caltrans is tracking inactive obligations, and releasing a list of inactive projects quarterly. If Caltrans and FHWA do not receive adequate invoicing or justification for the project's inactivity, the project may be deobligated.

Background:

The Federal Inactive obligations list for the September 2011 Quarterly Review of Inactive Obligations is now available on the Division of Local Assistance website at <http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>. The Inactive Project List contains the current Inactive projects and the 3-Month and 6-Month Look Ahead Projects.

To prevent the deobligation and potential loss of unexpended federal funds, local agencies must submit a valid FMIS transaction (invoice or justification) by **November 22, 2011**.

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

Attachments:

Attachment A – Federal Inactive List
Attachment B – Justification form

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Alameda County Quarterly Review of Inactive Obligations

(Review Period 07/01/2011 - 09/30/2011)

Project No	LOOK AHEAD	Updated on 10/13/2011	Inactive Projects (Review period: 07/01/2011-09/30/2011)	State Project No	Prefix	Agency	Description	Authorization Date	Last Expenditure Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
			Agency Action Required										
5014031	6 MONTH		Invoice being processed by Caltrans. Monitor for progress. No Federal funds remain. Proceed with project closure or submit justification to request project to remain open to District by 11/22/2011.	04925250L	DEMO06L	Alameda	PARK STREET FROM LINCOLN TO WEBB AVE. & CENTRAL AVE. TO SAN JOSE AVE., STREETScape	5/24/2008	2/1/2011	1,320,700.00	1,137,600.00	157,756.31	979,843.69
5041022	INACTIVE			04924002L	HP21L	San Leandro	E. 14TH ST., MEdIAN IMPROVEMENT & LIGHTING	9/12/2002	5/25/2006	209,583.32	80,000.00	80,000.00	0.00
5041037	6 MONTH		Submit invoice to District.	04985772L	STPL	San Leandro	MARINA BLVD: 1) SAN LEANDRO BLVD- WASHINGTON AVE ; 2) ALVARADO ST-TEAGARDEN ST, 1) ROAD	3/29/2011		1,021,996.00	807,000.00	0	807,000.00
5050038	6 MONTH		Submit invoice to District.	04925886L	CML	Hayward	DIXON ST.- TENNYSON TO VALLE VISTA, TENNYSON RD.- FROM DIXON TO BART PLAZA ST. A, STREETScape AND LANDScape	1/18/2011		657,000.00	536,000.00	0	536,000.00
5053009	3 MONTH		Submit invoice to District by 11/22/2011.	04923157L	RPSTPL	Livermore	ON I-580, 1-MILE EAST OF AIRWAY BLVD. , NEW I/C AND ROAD RE-ALIGNMENT	6/1/1999	10/21/2009	13,165,657.00	10,914,000.00	10,860,061.79	53,938.21
5053023	6 MONTH		Submit invoice to District.	040002095L	STPL	Livermore	RAILROAD AVE, HOLMES ST, VALLECITOS RD, AND PORTOLA AVE, AC OVERLAY	3/21/2011		1,482,669.00	1,028,000.00	0	1,028,000.00
5057035	INACTIVE		Submit invoice or justification to District by 11/22/2011.	04925836L	VPPL	Berkeley	SEE COMMENTS, UPGRADE PARKING METERS	9/8/2010		2,250,000.00	1,800,000.00	0	1,800,000.00
5057037	6 MONTH		Submit invoice to District.	040002095L	STPL	Berkeley	SACRAMENTO STREET FROM ASHBY TO DWIGHT WAY, AC OVERLAY	3/18/2011		1,442,200.00	955,000.00	0	955,000.00
5057039	6 MONTH		Invoice being processed by Caltrans. Monitor for progress.	04985810L	CML	Berkeley	SOUTHside, ELMWOOD & DOWNTOWN BERKELEY, PARKING PRICING PILOT & ENFORCEMENT PROGRAM	2/22/2011		2,248,700.00	1,990,000.00	0	1,990,000.00

Alameda County Quarterly Review of Inactive Obligations

(Review Period 07/01/2011 - 09/30/2011)

Project No	LOOK AHEAD	Updated on 10/13/2011	Inactive Projects (Review period: 07/01/2011-09/30/2011)	Agency	Description	Authorization Date	Last Expenditure Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5322043	6 MONTH	Agency Action Required	Invoice being processed by Caltrans. Monitor for progress.	Fremont	PASEO PADRE PKW. AND MISSION BLVD., ROADWAY REHAB AND OVERLAY	2/22/2011		3,672,169.00	3,138,000.00	0	3,138,000.00
5933074	6 MONTH		Submit invoice to District.	Alameda County	VASCO RD BETWEEN LIVERMORE AND CC COUNTY LINE , ROADWAY ALIGNMENT AND ROW	5/12/2005	2/1/2011	17,100,000.00	11,000,000.00	8,062,142.21	2,937,857.79
6000014	3 MONTH		Invoice returned to Agency. Resubmit to District by 11/22/2011.	San Francisco Bay Area Rapid Transit District	VARIOUS BART AERIAL STRUCTURES IN OAKLAND , SEISMIC RETROFIT	6/12/2001	12/14/2010	27,566,009.00	23,301,127.00	21,272,404.24	2,028,722.76
6000045	INACTIVE		Invoice returned to Agency. Resubmit to District by 11/22/2011.	San Francisco Bay Area Rapid Transit District	SAN LEANDRO, HAYWARD AND FREMONT, SEISMIC RETROFIT-BART A-LINE STATIONS	9/21/2010		40,131,000.00	2,526,646.00	0	2,526,646.00
6000047	INACTIVE		Invoice returned to Agency. Resubmit to District by 11/22/2011.	San Francisco Bay Area Rapid Transit District	18TH STREET IN OAKLAND TO ASHLAND AVENUE IN HAYWARD/FREMONT, SEISMIC RETROFIT-AERIAL STRUCTURES	9/21/2010		77,996,000.00	10,648,389.00	0	10,648,389.00
6002005	INACTIVE		No Federal funds remain. Proceed with project closure or submit justification to request project to remain open to District by 11/22/2011.	Alameda	FREMONT BART STATION & COLISEUM BART STATION , TRANSIT CENTER IMPROVEMENTS	7/1/1996	5/9/2008	886,706.00	785,000.00	785,000.00	0.00
6057011	3 MONTH		No Federal funds remain. Proceed with project closure or submit justification next quarter to request project to remain open.	Port Of Oakland	333 MARITIME ST, PORT OF OAKLAND , PURCHASE LNG EQUIPMENT	6/5/2007	12/4/2008	1,530,863.00	266,362.95	266,362.95	0.00
6273065	6 MONTH		Submit invoice to District. No Federal funds remain. Proceed with project closure or submit justification next quarter to request project to remain open.	Alameda County Congestion Management Agency	COUNTY WIDE, IMPLEMENT A COUNTYWIDE SR25 PROGRAM	3/29/2011		3,604,000.00	3,189,000.00	0	3,189,000.00
6204057	3 MONTH		Submit invoice to District. No Federal funds remain. Proceed with project closure or submit justification next quarter to request project to remain open.	Caltrans	I-238 FROM RTE 580 TO 880 , WIDENING FROM 4 TO 6 LANES	6/24/2005	11/18/2008	86,718,382.00	18,070,078.00	18,070,078.00	0.00



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



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



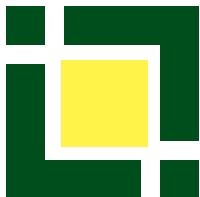
QUARTERLY REVIEW OF INACTIVE PROJECTS JUSTIFICATION FORM SUMMARY



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

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

ANY INCOMPLETE JUSTIFICATION FORM WILL BE SENT BACK TO DLAE



**Suter Wallauch Corbett
& Associates**
Government Relations

September 10, 2011

Bills	Subject	Status	Client - Position
<p><u>AB 57 (Beall)</u> Metropolitan Transportation Commission.</p>	<p>The bill was held in the Senate Committee on Transportation & Housing. This bill will be discussed at a series of interim hearings, Senator DeSaulnier will hold in the Bay Area. The first hearing was held in September in San Jose, another hearing is tentatively scheduled for November 10 in San Francisco, and a final hearing will be held in Oakland in early December.</p> <p>AB 57 would add two new representatives to the Metropolitan Transportation Commission governing board. The bill authorizes the Mayors of San Jose and Oakland to each appoint a representative to MTC.</p>	<p>Two-Year Bill SENATE T. & H</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 147 (Dickinson)</u> Subdivisions.</p>	<p>AB 147 would authorize local governments to adopt an ordinance pursuant to the Mitigation Fee Act imposing a permit fee that will help defray the cost of constructing transportation facilities, including pedestrian, bicycle, transit, and traffic calming facilities.</p>	<p>Signed Into Law Chapter #228, Statutes of 2011</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 153 (Skinner)</u> State Board of Equalization: administration: retailer engaged in business in this state.</p>	<p>AB 153 remains in the Senate Governance & Finance Committee because the contents of this bill have been enacted by ABX 28, which was a budget trailer bill.</p> <p>ABX 28 enacted the changes in AB 153, AB 155 and SB 243. All of these bills contained complimentary changes that will improve the collection sales tax revenue from online purchases.</p>	<p>SENATE G. & F. July 6, 2011</p>	<p>Alameda CTC-SUPPORT</p>

	<p>AB 153 requires out-of-state companies that maintain a network in California and thus a presence in the state to collect sales tax on orders received from within California. Current policy in California only requires the collection of sales tax on internet sales if the retailer also has a nexus or brick and mortar presence in California. AB 153 would expand the nexus definition to online retailers that have affiliate businesses in California</p>		
<p><u>AB 155</u> <u>(Calderon, Charles)</u> Use tax: retailer engaged in business.</p>	<p>AB 155 was gutted and amended at the end of session to contain a compromise agreement negotiated between the Governor and Amazon. This bill essentially delays the implementation of ABX 28 by one year. The purpose of this delay is to provide Amazon time to enact federal laws governing the collection of sales and use tax on online purchases.</p>	<p>Signed Into Law Chapter #313, Statutes of 2011</p>	<p>Alameda CTC- SUPPORT</p>
<p><u>AB 348</u> <u>(Buchanan)</u> Highways.</p>	<p>AB 348 reestablishes the Vasco Road Double Fine Zone from 580 in Alameda County to Walnut Boulevard in Contra Costa County. The double fine zone penalties would remain in effect until January 1, 2017.</p>	<p>Signed Into Law Chapter #290, Statutes of 2011</p>	<p>Alameda CTC- SUPPORT</p>
<p><u>AB 392</u> <u>(Alejo)</u> Ralph M. Brown Act: posting agendas</p>	<p>AB 392 was also held on the Assembly Appropriations Committee's Suspense File. This bill requires a local agency to post, at least 72 hours before a regular meeting of a legislative body, the agenda and applicable staff-generated reports on the local agency's Internet Web site, if any. For a local agency without an Internet Web site, the bill requires a local agency to disclose on the physically posted agenda the</p>	<p>TWO-YEAR BILL HELD on ASSEMBLY APPR. SUSPENSE FILE</p>	<p>Alameda CTC - Oppose</p>

	<p>public location where the local agency makes available any applicable staff-generated reports for public inspection and copying at least 72 hours in advance of the regular meeting.</p>		
<p><u>AB 710</u> (<u>Skinner</u>) Local planning: infill and transit-oriented development.</p>	<p>AB 710 failed passage on the Senate Floor, twice, which means it is a dead bill.</p> <p>Affordable housing advocates oppose this measure based on concerns that this proposal would replace existing density bonus incentives that promote low income housing.</p> <p>This bill would enact the Infill Development and Sustainable Communities Act of 2011. In short, this bill would establish minimum parking standards for new transit oriented development projects. For new development projects in transit intensive areas, AB 710 prohibits cities and counties from requiring a minimum parking standard greater than:</p> <ul style="list-style-type: none"> • One space per 1,000 square feet of nonresidential improvements, and • One space per residential unit. <p>The bill's prohibition does not apply if specified conditions are met.</p>	<p>SENATE FLOOR -- DEAD</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 1086</u> (<u>Wieckowski</u>) Transactions and use taxes: County of Alameda.</p>	<p>AB 1086 was signed by the Governor. The Alameda CTC sponsored this bill. AB 1086 allows Alameda County to place a local transportation sales tax measure on the ballot that if approved by the voters would allow the combined local sales tax rate to exceed 2%.</p>	<p>Signed Into Law Chapter #290, Statutes of 2011</p>	<p>Alameda CTC-Sponsor</p>

<p><u>AB 1105</u> (Gordon) High-occupancy toll lanes: roadway markings</p>	<p>AB 1105 authorizes Santa Clara VTA to extend one of its authorized high occupancy toll lanes into an adjacent county. In addition, AB 1105 clarifies existing law to allow the use of double white lines to delineate HOV lanes.</p>	<p>Signed Into Law Chapter #114, Statutes of 2011</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 1134</u> (Bonilla) Department of Transportation: project study reports.</p>	<p>AB 1134 is sponsored by the Self-Help Counties Coalition. This bill is intended to streamline and provide uniform statewide standards for Caltrans's Project Initiation Document (PID) program. This bill will assign Caltrans with the responsibility to develop PIDs and to pay for costs to review and approve them for projects to be done on the state highway system if those projects are in established programming documents. For all other projects, Caltrans's costs for review and approval of the PID are to be paid by the entity performing the work.</p>	<p>TWO-YEAR BILL HELD on ASSEMBLY APPR. SUSPENSE FILE.</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 1164</u> (Gordon) Federal Transportation Funds</p>	<p>AB 1164 authorizes Caltrans to make loans of federal funds deposited in the State Highway Account (SHA) to advance projects funded by Proposition 1B. This bill would enable the state, at the end of the federal fiscal year, to commit any unobligated federal funds that the state would be at risk of losing to unfunded, but read-to-go, bond projects. In addition, if other states forfeit federal funds, California would be in a position to claim them, under the provisions of federal law.</p>	<p>Signed Into Law Chapter #114, Statutes of 2011</p>	<p>Alameda CTC-SUPPORT</p>
<p><u>AB 1308</u> (Miller) Highway Users Tax Account: appropriation</p>	<p>In the event that a budget is not in place by July 1, this bill would provide that specified funds in the Highway User Tax Account money is continuously appropriated and may be encumbered before a budget is enacted.</p>	<p>TWO-YEAR BILL HELD on ASSEMBLY APPR. SUSPENSE</p>	<p>Alameda CTC-SUPPORT</p>

<p>of funds.</p>	<p>AB 1308 was unanimously approved by the Assembly Committee on Transportation.</p>	<p>FILE.</p>	
<p><u>ABJ 5</u> <u>(Lowenthal, Bonnie)</u> Transportation revenues.</p>	<p>AJR 5 was approved by both the Assembly and Senate and has been chaptered by the Secretary of State.</p> <p>This resolution urges the President and Congress to study the feasibility of collecting transportation revenue based on vehicle miles travelled. This resolution is moving quickly through the Legislature and is currently at its last stop on the Senate Floor.</p>	<p>ASSEMBLY CHAPTERED</p>	<p>Alameda CTC- SUPPORT</p>
<p><u>SB 234</u> <u>(Hancock)</u> State Board of Equalization: administration: use tax.</p>	<p>The provisions of SB 234 were also enacted as part of ABX 28.</p> <p>Consistent with AB 153 and AB 155, SB 234 proposes another avenue to expand the collection of sales and use tax on internet sales. SB 234 defines a retailer engaged in business in this state as a retailer that has substantial nexus with this state and a retailer upon whom federal law permits the state to impose a use tax collection duty. Currently, it is the responsibility of the consumer to remit use tax on internet purchases. This bill would shift the responsibility to vendors to collect and remit use taxes, just like any business with a physical presence in CA already does.</p>	<p>Two-Year Bill ASSEMBLY REV & TAX</p>	<p>Alameda CTC- SUPPORT</p>
<p><u>SB 582 (Yee)</u> Commute benefit policies</p>	<p>SB 582 was vetoed by the Governor. In his veto letter the Governor stated the following, “City and county governments already can mandate</p>	<p>VETOED</p>	<p>Alameda CTC- SUPPORT</p>

	<p><i>programs of this type-and some have. While I support the goal of reducing vehicle trips, this bill would impose a new mandate on small businesses at a time of economic uncertainty.”</i></p> <p>SB 582 authorized, until January 1, 2017, a metropolitan planning organization and an air district to adopt jointly an ordinance that requires certain employers located within their common area of jurisdiction to offer their employees commute alternative options.</p>		
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Washington Friday Report

Volume XIII, Issue 40

October 14, 2011

INSIDE THIS WEEK

- 1 **Jobs - Super Committee, Senate Housing Push**
- 2 **No Child Deal, Highway Report, Outdoors**
- 2 **Homeland, Infrastructure, Disasters, Clusters**

The American Jobs Act bit the dust in the Senate this week...or did it? Here are the details on what happened along with some other highlights for your review.

The American Jobs Act, Super Committee ... and Beyond

(1) The “American Jobs Act” proposed by **President Obama** failed by a wide margin to obtain the requisite 60 votes in the Senate in order to proceed. Both the White House and Congressional leaders indicate that they will now seek to break the bill into smaller chunks to clear Congress or pieces of it could be attached to a deficit reduction plan due later this year.

(2) For the record, the Congressional Budget Office, the “umpire” on economic facts, has certified that the “millionaire’s tax” proposed last week by Senate Democrats is adequate to pay for the Jobs Act. Click [CBO on Millionaires Tax](#) to review their report.

(3) Just prior to the failure of the bill in the Senate, House Majority Leader **Eric Cantor** renewed his call for President Obama to join congressional Republicans in pressing to advance individual legislative proposals included in his jobs package, saying it was time for Democrats and Republicans to “*find areas of commonality*” with the Senate action being “*the end of the political games.*”

(4) House Democrats have sent their recommendations to the Super Committee including a mixture of spending cuts and new revenue. In a cover letter, House Minority Leader **Nancy Pelosi** noted. “*Respected economists and other budget experts agree that a fair mixture of growth, savings, and revenues is needed, with everyone contributing their fair share.*” Click on [Super Committee Recommendations](#) to review.

(5) A group of Senate Republicans rolled out an alternative to “The American Jobs Act” on Thursday, rejecting every administration proposal to boost employment, and focused instead on initiatives to reduce taxes and regulation, increase energy production and curb federal spending. The Republican plan calls for a constitutional amendment requiring a balanced

federal budget and giving the president a line-item veto. It would reduce the corporate tax rate to no more than 25 percent, allow repatriation of overseas earnings at a lower tax rate and repeal a 3 percent withholding from payments to government contractors. The package also combines 15 regulatory overhaul proposals. Republicans have charged that new and proposed rules by agencies including the EPA and National Labor Relations Board will constrain growth. The plan calls for expanding offshore energy production, shortening the approval process for energy projects and prohibiting the EPA from using the Clean Air Act to regulate greenhouse gases. “*If we really want to get our economy growing again, the first step we should take is to totally repeal his agenda, repeal Obamacare, repeal Dodd-Frank, repeal all these harmful regulations,*” said **Ron Johnson** (WI). Click on [Senate Republican Jobs](#) plan to review the details.

(6) On Tuesday, the President’s Council on Jobs and Competitiveness released a report to the President. According to the council, “*This report includes a series of practical proposals that can meaningfully accelerate job creation over the next five years as part of the nation’s overall jobs agenda.*” The report includes five major initiatives to increase employment while improving competitiveness:

1. Measures to accelerate investment into job-rich projects in infrastructure and energy development;
2. A comprehensive drive to ignite entrepreneurship and accelerate the number and scale of young, small businesses and high-growth firms that produce an outsized share of America’s new jobs;
3. A national investment initiative to boost jobs-creating inward investment in the United States, both from global firms headquartered elsewhere and from multinational corporations headquartered here;
4. Ideas to simplify regulatory review and streamline project approvals to accelerate jobs and growth; and,
5. Steps to ensure America has the talent in place to fill existing job openings as well as to boost future job creation.

Here are the links to the full jobs report and summary:

[Full “Taking Action, Building Confidence” report](#) (pdf).
[Summary of “Taking Action, Building Confidence” report.](#)

Washington Friday Report 1

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Senate Housing Letter

A bipartisan group of 16 Senators is urging the Obama administration to implement administrative reforms to help homeowners refinance and take advantage of today's record low interest rates. With interest rates at an all-time low of 3.94 percent, they encouraged federal housing regulators to take immediate steps to lower the barriers that have kept borrowers trapped in higher interest loans as well as to address other hurdles that have limited the success of current refinance programs. The letter noted: *"Time is of the essence and we urge you to act quickly and aggressively to ensure that responsible homeowners receive the full benefit of these lower rates."* Among their recommendations are:

- Removing loan-to-value limits, which would provide the most at-risk borrowers an alternative to simply walking away from their mortgage.
- Eliminating loan level price adjustments. These up-front, risk-based fees make a refinance less affordable, reduce the benefit to the borrower, and cannot be justified on loans on which Fannie and Freddie already bear the risk.
- Ensuring that second lien holders do not stand in the way of a refinance.

Click on [Senate Housing Letter](#) to read it in full.

Bi-Partisan Deal on 'No Child Left Behind'

After more than a year of negotiations, the top two Senators on the Health, Education, Labor and Pensions Committee (HELP) **Tom Harkin** (IA) and **Michael Enzi** (WY), will introduce a bipartisan reauthorization of the 2001 *"No Child Left Behind."* Among other things, it would: remove the accountability system that requires all students to be proficient in reading and math by 2014; create better achievement standards; write into law the Obama administration's signature competitive grants - Race to the Top and Investing in Innovation; expand a charter schools program; provide states more flexibility to use federal dollars; and give schools more flexibility to design their own staff evaluations. **Chairman Harkin** said that he hopes to have the bill on the Senate floor before Thanksgiving break. Education Secretary **Arne Duncan** has released a [statement](#) supporting the Senators' bipartisan approach.

Surprising Report GAO on Highway Funding

According to a recent [report](#) from the Government Accountability Office (GAO), all fifty states received *more* funding from the federal Highway Trust Fund's Highway Account than they contributed in highway taxes from 2005-2009. This is because more funding was authorized and appropriated than was collected from the states, and the fund was augmented with about \$30 billion in general revenues since FY 2008.

"America's Great Outdoors" Progress Report

The Obama Administration just released a [progress report](#) on the inter-agency *"America's Great Outdoors Initiative,"* launched in April 2010. You can read a detailed summary of the report [here](#). Accomplishments of the fifteen agencies involved include:

DOI worked with the U.S. Army Corps of Engineers to designate 41 National Recreation Trails stretching across 17 states, adding 650 miles to the national trails system; Federal agencies and partners worked together to provide more than 50,000 young people with paid work and service learning opportunities on public lands and waters over the past two years; DOI and USACE worked together to designate three new National Water Trails including the Lake Michigan National Water Trail in Illinois and Indiana, and the Susquehanna River Water Trail in Pennsylvania

Meeting with Homeland Security Officials

Last week, we hosted a meeting in our office with state and local liaison staff members from the Department of Homeland Security's (DHS) Office of Intergovernmental Affairs (IGA). Areas of discussion included the DHS budget, funding for the UASI program, EOC and SAFER grants, ICE raids, and other topics. Generally, they did not paint a rosy picture about their own budget since they anticipate that significant cuts to DHS are very likely. Click [here](#) for a more detailed summary of the meeting.

Infrastructure Projects Expedited by Feds

The Obama Administration has selected 14 infrastructure projects to be expedited through the permitting and environmental review process to boost economic recovery, in accordance with a [Presidential Memorandum](#) issued in August. You can see the press release for the projects [here](#). Projects include work at: the Crenshaw/LAX site in Los Angeles; the Provo Westside Connector, Utah; and the West Coast Coastal Habitat Restoration Project in California and Washington.

Federal Disaster Response with Senator Landrieu

On Wednesday, Senator **Mary Landrieu** (LA), chair of the Senate Appropriations Committee's Homeland Security Subcommittee, held a hearing titled *"The Federal Role in Disaster and Recover Response"* to review *"the nationwide scope of the unprecedented disasters of this year, and document what issues federal agencies are facing in helping to respond to and recover from the storms."* Click on [links to witness testimony](#) or read the Senator's [statement](#) about the hearing for more.

Regional Clusters

The head of the Economic Development Administration, **John Fernandez**, the former Mayor of Bloomington, IN, recently discussed the importance of "regional clusters" in economic development. He noted: *"clusters are one of the best ways for local communities to attract and develop high-growth businesses to create the jobs they need. Reports show that companies operating within clusters create more jobs, pay higher wages, expand faster and generate more patents than isolated firms. New business formation is also centered within clusters, and start-ups in a strong regional cluster grow faster."* Click on [EDA and Clusters](#) to read more.

Please contact Len Simon, Brandon Key, Rukia Dahir, or Stephanie Carter with any questions.



METROPOLITAN
TRANSPORTATION
COMMISSION

JOINT PARTNERSHIP LOCAL STREETS AND ROADS/
PROGRAMMING AND DELIVERY WORKING GROUP
101 - 8th St., 3rd Floor, Fishbowl
Monday, October 17, 2011
9:00 a.m. – 11:30 a.m. – WG
11:30 a.m. – 12:30 p.m. – Subcommittee

AGENDA

<u>Topic</u>	<u>Estimated Time</u>
1. Introductions (<i>Norm Hughes, Chair</i>)	5 min
2. Review of Working Group Minutes*	5 min
A. Local Streets and Roads Working Group – September 8, 2011 (<i>Norman Hughes, Chair</i>)	
B. Programming and Delivery Working Group – July 18, 2011 (<i>Vivek Bhat, Chair</i>)	
3. Programming Updates:	
A. Federal Programs Delivery Update (STP/CMAQ, RIP-TE, HBP, Local Safety)* (<i>Marcella Aranda</i>)	10 min
B. STIP Project Delivery Monitoring Update* (<i>Kenneth Kao</i>)	5 min
C. Legislative Update* (<i>Kenneth Kao</i>)	10 min
4. Caltrans/FHWA/CalRTPA Update:	
A. Caltrans Division of Local Assistance Web Update Announcements (DLAWUA)* (<i>Memo Only</i>) (<i>Caltrans Division of Local Assistance has posted program updates/announcements to their website. Jurisdictions are encouraged to review the bulletins for program changes.</i>)	
i. PID-Review-Reimbursement-Agreement-Version-8-25-11* (<i>Local agencies that plan to reimburse the Department for PID work in FY 2011-12 should contact the appropriate PID staff in your local Caltrans district office for additional information on how to proceed with the reimbursement process.</i>)	
ii. California Interregional Blueprint Workshops* (<i>Caltrans is sponsoring workshops to gather early input from state, regional, and local agency staff and interest groups on the development of the California Interregional Blueprint.</i>)	
iii. Advance Notice of FHWA Solicitation for Highways For Life Grant* (<i>This is an advance notice that FHWA is planning a solicitation for the Highways for Life Program to begin on November 1, 2011. Additional information can be found at: http://www.fhwa.dot.gov/discretionary/hfl2011selc.htm</i>)	
B. Federal Programs Update (<i>Sylvia Fung, Caltrans D4</i>) (if necessary)	5 min
i. Cooperative Work Agreement Cycle IX - Projects with Funds Subject to Lapse on June 30, 2012*	
5. Discussion Items:	
A. LSR Long-Range Needs/ Revenue Assessment** (<i>Sri Srinivasan</i>)	15 min
B. FY2012 RTIP Update (<i>Kenneth Kao</i>)	10 min
C. Prop 1B Update (<i>Kenneth Kao</i>)	10 min
D. 2012 STP-CMAQ Annual Obligation Plan* (<i>Ross McKeown</i>) (<i>MTC staff will present the draft FY2011-12 STP-CMAQ Annual Obligation Plan for the group's review. The deadline to submit changes to the plan to MTC is October 20, 2011.</i>)	20 min
E. One Bay Area Grant Proposal Update* (<i>Norm Hughes/Rick Marshall</i>)	20 min
F. Federal Efficiencies Streamlining Discussion (<i>Ross McKeown</i>)	30 min
6. Informational Items: (“Memo Only” unless otherwise noted)	
A. PTAP 13 Update*	

- B. FMS/ TIP Update*
(The current TIP and subsequent TIP Revisions are available online at: <http://www.mtc.ca.gov/funding/tip/2011/revisions.htm>)
- C. PMP Certification Status*
(Current PMP Certification status is available online at: <http://www.mtcpms.org/ptap/cert.html>)
- D. 2011 Winter PMP User Week – November 28 – December
(The next PMP User Week is scheduled to begin in November, additional information can be found online at: <http://www.mtcpms.org/events/index.html>)
- E. CP2 Center News, September 2011
(A pdf of the California Pavement Preservation Newsletter is available on the online agenda.)
- F. Upcoming Courses from UC Berkeley ITS Tech Transfer*

7. Recommended Agenda Items for Next Meeting: (All)

5 min

The next LSRWG meeting:

Thursday, November 10, 2011
9:00a – 11:00a – Joint WG
11:00a- 12:00p – Subcommittee (if applicable)
MetroCenter, 1st Floor, Room 171
101-8th Street, Oakland 94607

The next PDWG meeting:

(NOTE: The November and December PDWG sessions have been consolidated due to the Thanksgiving and Christmas holidays)

Monday, December 5
10:30 a.m. – 12:30 p.m.
MTC, 3rd Floor, Fishbowl
101-8th Street, Oakland 94607

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

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