



COMMISSION MEETING NOTICE
Thursday, June 28, 2012, 2:30 P.M.
1333 Broadway, Suite 300
Oakland, California 94612
(see map on last page of agenda)

Commission Chair
Mark Green, Mayor – Union City

Commission Vice Chair
Scott Haggerty, Supervisor – District

AC Transit
Greg Harper, Director

Mark Green
Scott Haggerty

Chair
Vice Chair

Arthur L. Dao
Vanessa Lee

Executive Director
Clerk of the Commission

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

BART
Thomas Blalock, Director

City of Alameda
Rob Bonta, Vice Mayor

City of Albany
Farid Javandel, Mayor

City of Berkeley
Laurie Capitelli, Councilmember

City of Dublin
Tim Sbranti, Mayor

City of Emeryville
Ruth Atkin, Councilmember

City of Fremont
Suzanne Chan, Vice Mayor

City of Hayward
Olden Henson, Councilmember

City of Livermore
John Marchand, Mayor

City of Newark
Luis Freitas, Vice Mayor

City of Oakland
Councilmembers
Larry Reid
Rebecca Kaplan

City of Piedmont
John Chiang, Mayor

City of Pleasanton
Jennifer Hosterman, Mayor

City of San Leandro
Joyce R. Starosciak, Councilmember

Executive Director
Arthur L. Dao

AGENDA

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

1 Pledge of Allegiance

2 Roll Call

3 Public Comment

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

4 Chair/Vice Chair Report

- A Resolution of Appreciation for Hale Zukas, an Alameda CTC Community Advisory Committees member for his long standing commitment to transportation improvements in Alameda County.

5 Approval of Consent Calendar

- | | | |
|-----|---|----------|
| 5A. | Minutes of May 24, 2012– Page 1 | A |
| 5B. | Summary of the Alameda CTC’s Review and Comments on Environmental Documents and General Plan Amendments Prepared by Local Jurisdictions – Page 9 | I |
| 5C. | Review Regional Transportation Plan (RTP) Activities – Page 13 | I |
| 5D. | Approval of Amendment No. 2 to the On-Call Modeling Contract with Kittleson Associates, Inc – Page 23 | A |

- 5E. Approval of Vehicle Registration Fee (VRF) FY 2012/13 Strategic Plan – **Page 25** **A**
- 5F. Approval of Altamont Commuter Express (ACE) Baseline Service Plan for FY 2012/13– **Page 45** **A**
- 5G. Approval of State Transportation Improvement (STIP) Program At Risk Report – **Page 57** **A**
- 5H. Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report– **Page 65** **A**
- 5I. Approval of CMA Exchange Program Quarterly Status Monitoring Report – **Page 77** **A**
- 5J. Approval of Transportation Fund for Clean Air (TFCA) Program At Risk Report – **Page 81** **A**
- 5K. Approval of Transportation Fund for Clean Air (TFCA) Draft FY 2012/13 Program – **Page 87** **A**
- 5L. Approval of Measure B Countywide Discretionary Funding (CDF) Grant Extension Requests; Bike Safety Education Program and Tri-City Senior Walks Club Program – **Page 91** **A**
- 5M. Approval of Measure B Paratransit Pass-Through Program Plans and Minimum Service Level Grants for FY 2012/13 – **Page 101** **A**
- 5N. Approval of FY 2012/13 Measure B Capital Program Strategic Plan Update – **Page 115** **A**
- 5O. Review of California Transportation Commission (CTC) May 2012 Meeting Summary – **Page 149** **I**
- 5P. I-580 Corridor/BART to Livermore Studies Project (ACTIA Project No. 26) - Approval of Amendment No. 6 to the Project Specific Funding Agreement with San Francisco Bay Area Rapid Transit District (BART) (Agreement No. CMA A08-0048)– **Page 153** **A**
- 5Q. East Bay SMART Corridors - Authorization to Negotiate and Execute a Contract for Management of ATMS Field Elements of the East Bay SMART Corridor – **Page 155** **A**

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- 5R. Southbound I-680 Sunol Express Lanes Project (ACTIA No. 08A) - Approval of Amendments to Specific Professional Services Agreements with Novani, LLC. and Wilbur Smith Associates– **Page 157** **A**
- 5S. I-880 Operational and Safety Improvements at 23rd and 29th Avenue Project Approval of RM2 Allocation Request for PS&E and Approval of Amendment No. 3 to the Professional Services Agreements with RBF Consulting (Agreement No. CMA A10-013) – **Page 163** **A**
- 5T. Update on Agency Offices Consolidation and Creation of a Sub-Committee for Office Relocation – **Page 169** **A**
- 5U. Final 2012 Alameda Countywide Transportation Plan– **Page 171** **A**
- 6 Community Advisory Committee Reports – (Time Limit: 3 minutes per speaker)**
- 6A. Bicycle and Pedestrian Advisory Committee- Midori Tabata, Chair – **Page 175** **I**
- 6B. Citizens Advisory Committee–Cynthia Dorsey, Chair – **Page 185** **I**
- 6C. Citizens Watchdog Committee – James Paxson, Chair – **Page 187** **I**
- 6D. Paratransit Advisory and Planning Committee – Sylvia Stadmire, Chair – **Page 223** **I**
- 7 Planning, Policy and Legislation Committee Action Items**
- 7A. Legislative Update – **Page 237** **I**
- 7B. Policy, Planning and Programming Implementation Timeline – **Page 249** **I**
- 7C. Approval of Guaranteed Ride Home (GRH) Program Annual Evaluation Report, Amendment No. 1 to the GRH Program Agreement with Nelson/Nygaard, and Issuance of a Request for Proposals and Negotiating and Executing a Professional Services Agreement– **Page 257** **A**
- 8 Finance and Administration Action Items**
- 8A. Approval of the Fiscal Year 2012-2013 Proposed Consolidated Budget for the Alameda County Transportation Commission – **Page 295** **A**
- 8B. Amendments to Alameda CTC Administrative Code – **Page 309** **A**
- 9 Member Reports (Verbal)**
- 10 Staff Reports (Verbal)**
- 11 Adjournment: Next Meeting – July 26, 2012**

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

*Materials/Presentations will be distributed at meeting.

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

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

Alameda County Transportation Advisory Committee (ACTAC)	1:30 pm	July 3, 2012	1333 Broadway Suite 300
I-580 Policy Advisory Committee (PAC)	9:45 am	July 9, 2012	1333 Broadway Suite 300
Planning, Policy and Legislation Committee (PPLC)	11:00 am	July 9, 2012	1333 Broadway Suite 300
Programs and Projects Committee (PPC)	12:15 pm	July 9, 2012	1333 Broadway Suite 300
Finance and Administration Committee (FAC)	1:30 pm	July 9, 2012	1333 Broadway Suite 300
Citizens Watchdog Committee (CWC)	6:30 pm	July 9, 2012	1333 Broadway Suite 300
Citizens Advisory Committee (CAC)	5:30 pm	July 26, 2012	1333 Broadway Suite 300
Alameda CTC Commission Meeting	2:30 pm	July 26, 2012	1333 Broadway Suite 300

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

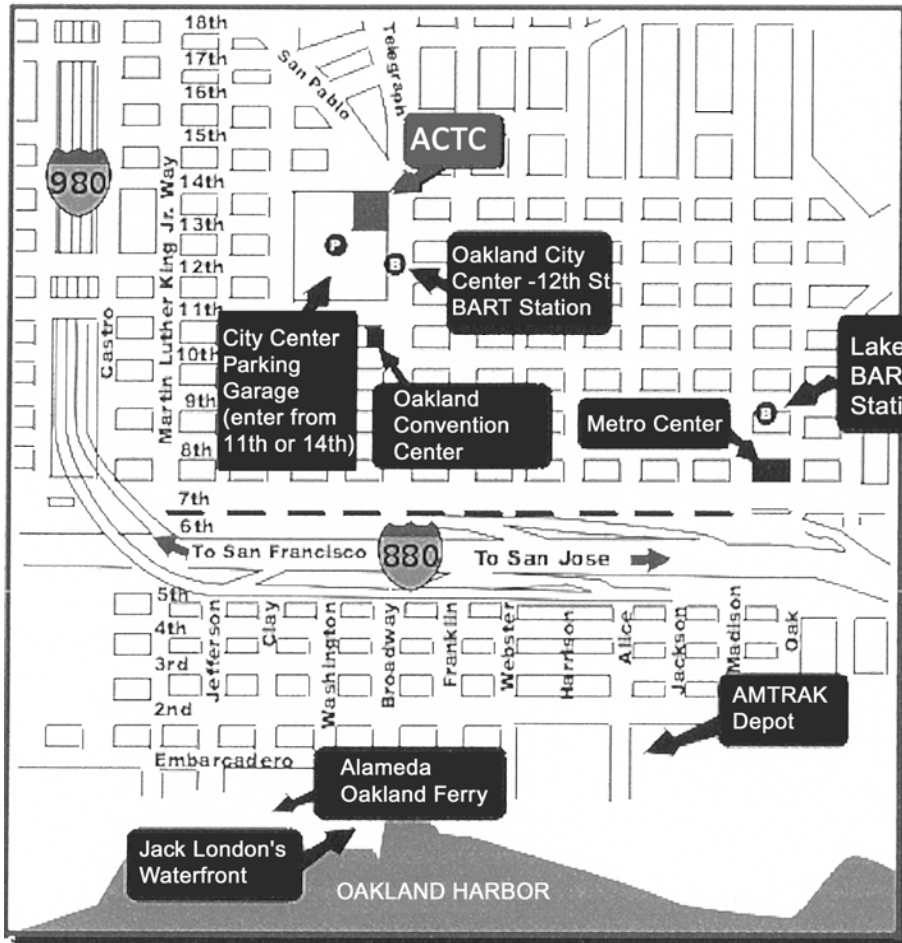


1333 Broadway, Suites 220 & 300

Oakland, CA 94612

PH: (510) 208-7400

www.AlamedaCTC.org



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

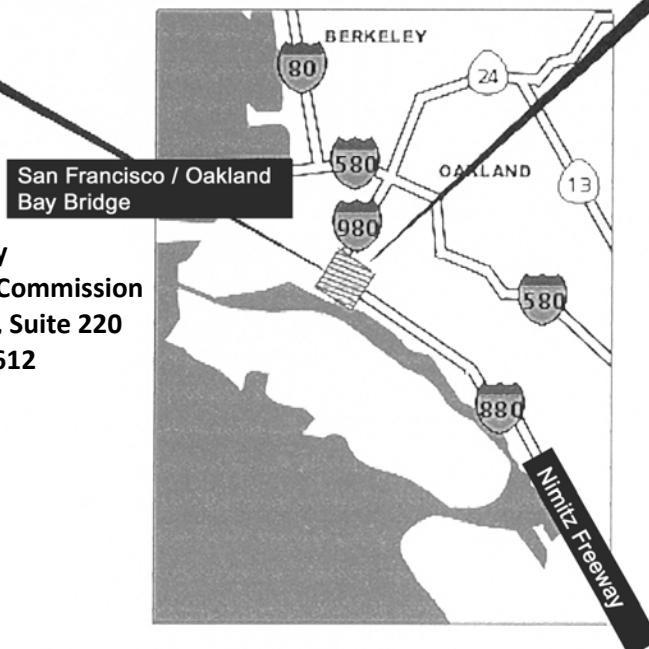
AC Transit:

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**





**ALAMEDA COUNTY TRANSPORTATION COMMISSION
MINUTES OF MAY 24, 2012
OAKLAND, CALIFORNIA**

1. Call to Order/Pledge of Allegiance

Chair Green convened the meeting at 2:32 p.m.

2. Roll Call

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

3. Public Comment

There was no public comment.

4.0 Chair/Vice-Chair's Report

There were no Chair/Vice Chair Reports.

5. Approval of Consent Calendar

5A. Minutes of April 26, 2012

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

5C. Overview of Policy, Planning and Programming Activities and Next Steps

5D. Approval of Amendment No.1 to Professional Services Agreement A11- 0027 with MIG for the City of Oakland Transit Oriented Development Technical Assistance Program (TOD TAP) to Extend Contract

5E. Review of Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan and Update on Development of a Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP)

5F. Approval of Final Cycle 3 Lifeline Transportation Program

5G. Approval of Measure B Express Bus Grant Funds

5H. Approval of a Coordination and Mobility Management Planning Pilot (CMMP) Volunteer Driver Program and Authorization to Negotiate and Execute a Contract

5I. Approval to Extend Paratransit Gap Grants for One Year

5J. Review of Draft Vehicle Registration Fee (VRF) FY 2012/13 Strategic Plan

- 5K. Review of FY 2010/11 Measure B Pass-through Fund Program Draft Compliance Report and Audit Executive Summary**
- 5L. Review California Transportation Commission (CTC) March and April 2012 Meeting Summary**
- 5M. I-580 Eastbound Improvements - I-580 Corridor Mitigation (RM2 Subproject 32.1e) Approval of the Initial Project Report to Request MTC Allocation of Regional Measure 2 Funds**
- 5N. I-80 Integrated Corridor Mobility (ICM) Project – Authorization to Advertise Specialty Material Procurement Contract (Project No. 2)**
- 5O. Approval of a Revised Sales Tax Revenue Projection for Fiscal Year 2011-2012**
- 5P. Approval of a Revision to Member Agency Fee Billing Practices**
- 5Q. Alameda CTC Consolidated FY2011-12 third Quarter Investment Report**
- 5R. Approval of the Fiscal Year 2012-2013 Annually Renewed Professional Services Consultant Contracts and Authorization to Execute Contracts**
- 5S. Approval of an Amendment to the FY2011-12 Wendel Rosen Black & Dean Contract for Legal Services**

Councilmember Atkin motioned to approve the Consent Calendar. Councilmember Kaplan seconded the motion. The motion passed 20-0.

6. Community Advisory Committee Reports

6A. Bicycle and Pedestrian Advisory Committee (BPAC)

No one was present from BPAC.

6B. Citizens Advisory Committee (CAC)

No one was present from the CAC.

6C. Citizens Watchdog Committee (CWC)

No one was present from the CWC

6D. Paratransit Advisory and Planning Committee (PAPCO)

Sylvia Stadmire, Chair of PAPCO, informed that Board that PAPCO completed their annual Program Plan review. PAPCO subcommittees met on Monday and finalized recommendations for base program and minimum service level funding for FY 2012-13. PAPCP established a bylaw subcommittee, received an update from East Bay Paratransit, and will be holding elections in June. Ms. Stadmire concluded by stating that PAPCP will be holding its annual Mobility Workshop on July 16th at the Ed Roberts Campus.

7. Planning, Policy and Legislation Committee Action Items

7A. Approval of the Final TEP and Ordinance and Request to the Board of Supervisors Place the Measure on the November 2012 Ballot

Tess Lengyel recommended that the Commission approve the following three recommendations: Approve the final 2012 Transportation Expenditure Plan (TEP); Approve the Ordinance providing for the extension of and increase in the transactions and use tax, and delegate final ballot language selection to the Chair and Vice-Chair; and Request that the Board of Supervisors place the Measure on the November 2012 ballot.

Ms. Lengyel informed the Board that the TEP was the same version that the Board had previously adopted in January. This version included city approvals and an update on a map that was included. Ms. Lengyel informed the Board that the Board of Equalization made minor changes to the ordinance and she informed the Board that the Steering Committee had approved and recommended full Board approval.

Zack Wasserman informed the Commission that the Steering Committee had recommended that the Chair and Vice Chair make a final determination on ballot language.

Mayor Marchand motioned to approve this Item. Councilmember Henson seconded the motion. The motion passed 23-0.

7B. Legislative Update

Tess Lengyel recommended approval of the following positions:

- AB 2200 (Ma). Vehicles: high-occupancy vehicle lanes- **Oppose Position**
- AB 2231 (Fuentes). Sidewalks: repairs- **Oppose Position**

Supervisor Haggerty suggested that the Board take an opposed position on SB 1149.

Tess Lengyel gave an update on Federal activities including the FY2013 Budget released by the President in February as it relates to transportation, FY 2012-13 transportation appropriations in both the subcommittees, as well as the Surface Transportation Authorization.

7C. Update on MTC One Bay Area Grant Program

Tess Lengyel presented an update on the MTC One Bay Area Grant Program. The update included a description of the current funding framework, substantial changes to the OBAG since April 2012, and comments and issues presented to MTC by Alameda CTC staff as well as other congestion management agencies.

This Item was for information only.

8. Programs and Projects Action Items

8A. Approval of Draft FY 2012/13 Measure B Capital Program Strategic Plan Update Assumptions and Allocation Plan

James O'Brien recommended that the Board approve the described assumptions as the basis for the FY 2012/13 Measure B Capital Program Strategic Plan Update; confirm the Measure B commitments to the individual capital projects included in the 1986 and 2000 Measure B Capital Programs, and to the advances, exchanges and loans previously authorized on a case-by-case basis; and approve the Draft Allocation Plans for the 1986 and 2000 Measure B Capital Programs. Mr. O'Brien stated that the draft FY 2012/13 Measure B Strategic Plan Update addresses both the 1986 Measure B Capital Program and the 2000 Measure B Capital Program. The Final FY 2012/13 Strategic Plan Update will provide the road map for proceeding with delivery of the remainder of both capital programs, which will require financing and borrowing in the near-term.

Councilmember Atkin motioned to approve this Item. Councilmember Henson seconded the motion. The motion passed 22-0.

9. Member and Staff Reports

There were no member reports.

Art Dao congratulated Mayor Green for being named Elected Official of the Year by the California Transportation Foundation.

12 Adjournment: Next Meeting – June 28, 2012

The meeting ended at 3:45 pm. The next meeting will be held on June 28, 2012 at 2:30pm.

Attest by:



Vanessa Lee
Clerk of the Commission



**ALAMEDA COUNTY TRANSPORTATION COMMISSION BOARD MEETING
ROSTER OF MEETING ATTENDANCE
May 24 , 2012
1333 Broadway, Suite 300, Oakland CA 94612**

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

ALAMEDA COUNTY TRANSPORTATION COMMISSION BOARD MEETING
ROSTER OF MEETING ATTENDANCE
May 24, 2012
1333 Broadway, Suite 300, Oakland CA 94612

STAFF	Initials	STAFF/CONSULTANT	Initials
Arthur L. Dao – Executive Director	<i>amd</i>	Gladys Parmelee – Office Supervisor	<i>amd</i>
Tess Lengyel – Deputy Director of Policy, Public Affairs and Legislation		Vanessa Lee – Clerk of the Commission	<i>V Lee</i>
Beth Walukas – Deputy Director of Planning		Yvonne Chan – Accounting Manager	
Patricia Reavey – Director of Finance		Lily Balinton - Accounting Manager	
Stewart Ng, Director of Programming and Project Management		Sammy Ng – Senior Accountant	
Matt Todd - Manager of Programming		Seung Cho – Contract Procurement Analyst	
Saravana Suthanthira - Senior Transportation Planner		Patty Seu - Accountant	
Diane Stark - Senior Transportation Planner		Linda Adams – Executive Assistant	
John Hemiup – Senior Transportation Engineer		Victoria Winn – Administrative Assistant III	
Vivek Bhat - Senior Transportation Engineer		Claudia Leyva - Administrative Assistant III	
Arun Goel – Project Controls Engineer		James O'Brien	
Jacki Taylor – Programming Analyst		Stefan Garcia	
Laurel Poeton – Assistant Transportation Planner			

**ALAMEDA COUNTY TRANSPORTATION COMMISSION BOARD MEETING
ROSTER OF MEETING ATTENDANCE
May 24, 2012
1333 Broadway, Suite 300, Oakland CA 94612**

NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
Linda Adams	ACTC	510/208-7418	ladams@alamedaetc.org
VAL T CHINN	ACTC	5103056695	
Dave Campbell	EAST BAY BICYCLE COALITION		
Yashif Asaad	EAST BAY BICYCLE COALITION		
Mike Tassano	City of Pleasanton	(925) 931-5670	MTASSANO@cityofpleasanton.ca.gov
Diane Stark	ACTC	510 208 7410	dstark@alamedaetc.org
SARAYANA SUTTHANTHIRA	ACTC	510 208 7426	ssutthanthira@alamedaetc.org
Chris Miley	Ala Co Bos	510 2726676	Chris.Miley@acba.org
WALTER ALLEN	ALUMEN	510.530.3029	WALTER@ALUMENTRANSIT.COM
Tamara Halbritter	Alummen	510-208-7425	thalbritter@alamedaetc.org
BARRY FERRIER	ALAMEDA CTC - EAC	510 489-4767	BFERRIER2@CS.COM
Laurel Poehr	Alameda CTC	510-208-7415	lpoehr@alamedaetc.org
Gladys V. Parmela	Alameda CTC	510 208 7412	gparmela@alamedaetc.org
Stewart Ng	Alameda CTC	510-208-7431	stewartng@alamedaetc.org
JIM RICHARDS	ALAMEDA CTC	510-208-7440	jrichards@alamedaetc.org
Nathan Landau	AC TRANSIT	510-891-4772	nlandau@actransit.org
Bob Vinn	Livermore	9259604516	bvinn@cityoflivermore.net
VIVEK BHAT	ALAMEDA CTC	510-208-7430	vwhat@alamedaetc.org
JACKI TAYLOR	ALAMEDA CTC	510-208-7413	jtaylor@ALAMEDA CTC.ORG
Jim Ogren	Jacobs	510-457-0053	james.ogren@jacobs.com
TRISH REAVER	ACTC	510-208-7422	preaver@alamedaetc.org
JAMES O'BRIEN	Ala CTC Project Corals Ten	510 208 7464	johnobrien@alamedaetc.org
Joana Lee	BART	(510) 464-6282	dlee@bart.gov
Jane Kramer	STAND	(510) 544-6423	jane@jrkramer.com
Matt Todd	ACTC	510-208-7420	mtodd@alamedaetc.org
Beth Walukas	ACTC	510/208-7405	bwalukas@alamedaetc.org
Sybraa Gladwin	PARCO/ACTC		

May 24, 2012
1333 Broadway, Suite 300, Oakland CA 94612

May 24, 2012

1333 Broadway, Suite 300, Oakland CA 94612

Page 8



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments prepared by Local Jurisdictions**

Recommendation

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

Summary

This item fulfills one of the requirements under the Land Use Analysis Program (LUAP) element of the Congestion Management Program (CMP). For the LUAP, Alameda CTC is required to review Notices of Preparations (NOPs), General Plan Amendments (GPAs), and Environmental Impact Reports (EIRs) prepared by local jurisdictions and comment on them regarding the potential impact of proposed land development on the regional transportation system.

Since the last report, in April and May, staff reviewed and commented on one EIR. A copy of the letter with comments is attached.

Attachments

Attachment A: Comment letter for City of Berkeley, Iceland Adaptive Reuse Project

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April 26, 2012

Leslie Mendez
Planner
Land Use Planning Division
City of Berkeley Planning and Development Department
2120 Milvia Street
Berkeley, CA
LMendez@ci.berkeley.ca.us

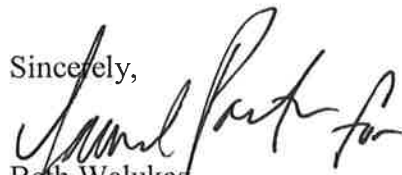
SUBJECT: Response to Requested Further Study for the Draft Environmental Impact Report (DEIR) for the Berkeley Iceland Adaptive Reuse Project (2727 Milvia Street) in the City of Berkeley

Dear Ms. Mendez:

Thank you for responding to the comments submitted by the Alameda County Transportation Commission on December 1, 2011 on the Draft Environmental Impact Report (DEIR) for the Berkeley Iceland Adaptive Reuse Project (2727 Milvia Street) in the City of Berkeley.

We have reviewed the responses to our request for additional information and have no further comment to make.

The City of Berkeley has fulfilled the Congestion Management Program Land Use Analysis Program requirements for this study. Please let me know if you have any other questions. I can be reached at (510) 208-7405

Sincerely,

Beth Walukas
Deputy Director of Planning

Cc: Diane Stark, Senior Transportation Planner
Laurel Poeton, Assistant Transportation Planner
File: CMP – Environmental Review Opinions – Responses - 2012

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: Review of Regional Transportation Plan (RTP) Activities

Recommendation

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

Summary

This item provides information on regional transportation planning efforts related to the update of the Regional Transportation Plan (RTP). Because the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) are both complete, updates are no longer needed and will no longer be the focus of this report. RTP related documents are available at www.onebayarea.org.

Discussion

This report focuses on the month of June 2012. A three year schedule for the regional process is found in Attachment A. Highlights include adoption of the Combined Preferred Land Use and Transportation Investment Scenario and the One Bay Area Grant (OBAG) Program/Resolution 4035 by the MTC Commission and ABAG Executive Board and approval of the RHNA methodology and sub-regional housing shares by the ABAG Executive Board on May 17, 2012 as well as the initiation of the public scoping process for the Plan Bay Area Environmental Impact Report (EIR).

MTC and ABAG adopted the Combined Preferred Land Use and Transportation Investment Scenario and the One Bay Area Grant Program/Resolution 4035 on May 17, 2012 with a few changes. For the Preferred Scenario, \$70 million was redirected from the Smart Driving initiative to PDA Planning Grants for a total of \$170 million in TLC grants and \$660 million New and Small Starts reserve language was modified to the following:

The \$660 million New and Small Starts reserve, or a regional investment equivalent, is proposed to support transit projects that are located in or enhance transit service in the East and North Bay counties before additional investment policy commitments are considered for projects in San Francisco, San Mateo, and/or Santa Clara counties, provided that the proposed New Starts investment in the Peninsula counties actually is appropriated. All projects are

subject to detailed alternatives assessment of all fundable and feasible alternatives, evaluation for cost-effectiveness and for performance against the TOD Policy. Projects seeking New Starts funding will be required to meet the FTA criteria in effect at that time.

For OBAG, both the MTC Commission and the ABAG Executive Board adopted the OBAG Program with the following changes:

- Added language to the PDA Planning Grant section that MTC will work with state and federal government to create private sector economic incentives to increase housing production;
- Added language to the PDA Investment and Growth Strategy section to extend the deadline to May 1, 2013 and recognize existing investment and growth strategies already adopted by counties as meeting the requirement if it satisfies the terms in Appendix A-6: PDA Investment and Growth Strategy;
- Added language to expand TLC eligibility to include projects that incentivize local PDA Transit Oriented Development Housing; and
- Added language to Appendix A-6 PDA Investment and Growth Strategy to extend and revise dates and state that MTC will consult with the CMAs and amend the scope of activities as necessary to minimize administrative workload and to avoid duplication of effort. These changes may result in specific work elements shifting to MTC and ABAG and will be formalized through a future amendment to the Appendix.

The ABAG Executive Board also approved the RHNA Methodology and will take further action at its meeting on July 19, 2012.

MTC and ABAG are co-lead agencies for the preparation of a programmatic EIR for Plan Bay Area. The preferred land use and transportation investment strategy adopted at the May 17, 2012 meeting will serve as the “project” for the California Environmental Quality Act (CEQA) assessment. Four other land use and transportation investment scenarios are proposed: No Project, Network of Transit Neighborhoods, Workforce Housing Opportunities, and Environment, Equity and Jobs. Agency and public comments on the scope of the environmental analysis and alternatives will be solicited through the Notice of Preparation issued on June 11, 2012 for a 30-day review period and at four regional scoping meetings to be held starting on June 20, 2012 through June 28, 2012. Alameda CTC staff will be attending the meetings and developing comments to present to the Alameda CTC Committees in early July. Attachment B summarizes the MTC/ABAG EIR process and major milestones. The draft alternatives were discussed at the Joint MTC Planning and ABAG Administrative Committee on June 8, 2012 and will be brought to the Committee for discussion and for final approval on July 13, 2012. Both Boards will take action on approving the alternatives at another joint meeting of the MTC Commission and ABAG Executive Board on July 19, 2012.

2) Upcoming Meetings Related to Regional Planning Efforts:

Committee	Regular Meeting Date and Time	Next Meeting
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	July 3, 2012
SCS/RTP Equity Working Group	2 nd Wednesday of the month, 11:15 a.m. Location: MetroCenter, Oakland	July 11, 2012
SCS Housing Methodology Committee	Typically the 4 th Thursday of the month, 10 a.m.	TBD

Committee	Regular Meeting Date and Time	Next Meeting
	Location: BCDC, 50 California St., 26 th Floor, San Francisco	
Joint MTC Planning and ABAG Administrative Committee	2 nd Friday of the month, 9:30 a.m. Location: MetroCenter, Oakland	July 13, 2012
Joint MTC Commission and ABAG Executive Board meeting	Special Joint Meeting Location: TBD	July 19, 2012

Fiscal Impact

None.

Attachments

Attachment A: OneBayArea SCS Planning Process (revised October 2011)

Attachment B: Plan Bay Area: EIR Scope and Alternatives and Milestone Schedule

Plan Bay Area Planning Process: Phase 2 Detail*

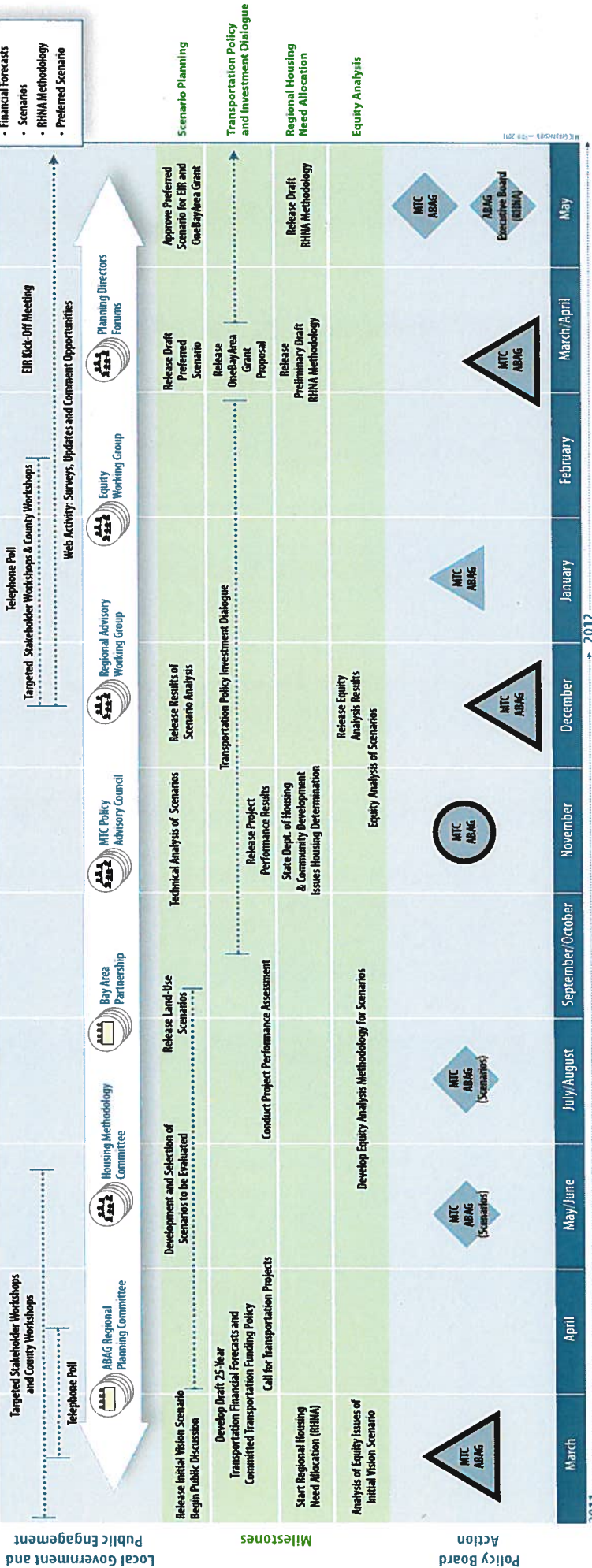
Revised October 2011

Phase 2: Scenario Planning, Transportation Policy and Investment Dialogue

BayArea Plan

Phase Two
Actions/Decisions:

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



*Subject to change

Policy Board
Meeting for Discussion/
Public Comment

Joint meeting of the ABAG Administrative Committee and the
MTC Planning Committee for Discussion/Public Comment

Document Release

Decision

Joint document release by
MTC-Planning Committee

ABAG - ABAG Administrative Committee
MTC-Planning Committee

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

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To: MTC Planning Committee, ABAG Administrative Committee

Date: June 1, 2012

Fr: Assistant Executive Director, ABAG
Executive Director, MTC

Re: Plan Bay Area: EIR Scope and Alternatives

MTC and ABAG are co-lead agencies for the preparation of a programmatic Environmental Impact Report (EIR) for Plan Bay Area. This environmental assessment fulfills the requirements of the California Environmental Quality Act (CEQA) and is designed to inform decision-makers, responsible and trustee agencies, and the general public of the range of potential environmental impacts that could result from implementation of the proposed Plan Bay Area. The EIR recommends a set of measures to mitigate any significant adverse regional impacts identified in the analysis.

As a programmatic document, this EIR presents a region-wide assessment of the potential impacts of the proposed Plan Bay Area. In addition, as a first-tier environmental document, this EIR supports second-tier environmental documents for:

- Transportation projects and programs included in the financially constrained plan, and
- Residential or mixed use projects and Transit Priority Projects (TPPs) consistent with the Plan per Senate Bill 375.

The Plan Bay Area EIR does not evaluate subcomponents of the proposed Plan nor does it assess project-specific or site-specific impacts of individual transportation or development projects, which are required to separately comply with CEQA and/or National Environmental Protection Act (NEPA), as applicable.

The MTC and ABAG boards adopted a preferred land use strategy and transportation investment strategy at a joint meeting last month. The preferred strategies provide the basis for the CEQA “project” that will be evaluated by this program EIR. This EIR will also analyze a range of reasonable alternatives to the proposed project that could feasibly attain most of the Plan’s basic project objectives and would avoid or substantially lessen any of the significant environmental impacts. Due to budgetary and scheduling constraints, this EIR is proposed to evaluate up to four alternatives, including the CEQA-required “No Project” alternative.


Agency and public comments on the scope of the environmental analysis and alternatives will be solicited through the Notice of Preparation (NOP) to be issued on June 11, 2012 for a 30-day review period and at four regional scoping meetings to be held starting on June 20, 2012 through June 28, 2012.

At your June 8 meeting, staff will review the attached presentation which lays out a proposed approach, methods and draft alternatives for your review and comment. We expect to modify the

alternatives in response to committee comments and comments submitted during the scoping process. Following the scoping process, staff will present final alternatives to the MTC Planning/ABAG

Administrative Committees for review on July 13, 2012 and the Commission and ABAG Executive Board for approval on July 17, 2012. The full schedule of milestones is provided in Table 1, attached to this memorandum.


Patricia Jones


Steve Heminger

SH:AN

J:\COMMITTEE\Planning Committee\2012\June\EIR_Scope-Alternatives.doc

TABLE 1

<i>Dates</i>	<i>EIR Milestones</i>
June 8	Present Draft Alternatives for review by Joint MTC Planning/ABAG Administrative Committees
June 11	Release Notice of Preparation for 30-Day Public Review Period (Comment Period: June 11, 2012 – July 11, 2012)
June	Hold Regional Scoping Meetings <ul style="list-style-type: none"> • June 20 – Oakland • June 21 – San Jose • June 26 – San Francisco • June 28 – San Rafael
July 13	Present Final Alternatives for review by Joint MTC Planning/ABAG Administrative Committees and recommendation to the Commission and ABAG Executive Board
July 19	Commission and ABAG Executive Board approve Final EIR Alternatives
July - December	Prepare Draft EIR
December 14	Release Draft EIR for 45-Day Public Review Period by Joint MTC Planning/ABAG Administrative Committees (Comment Period: December 14, 2012 – January 31, 2013)
January 2013	Hold Public Hearings on Draft Plan and Draft EIR
February – March 2013	Prepare Final EIR (includes Response to Comments)
April 2013	Commission and ABAG Executive Board Certify Final EIR and Adopt Final Plan

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: **Approval of Amendment No. 2 to the On-Call Modeling Contract with Kittleson Associates, Inc.**

Recommendations

It is recommended the Commission approve Amendment No. 2 to the current professional services contract with Kittleson Associates, Inc. to increase the contract amount by \$70,000, pending budget approval for FY 2012-13, and to extend the contract period until June 30, 2013.

Summary

As mandated by state law, the Alameda CTC maintains a countywide travel demand model and updates it to be consistent with the land use and socio-economic data base of Association of Bay Area Governments (ABAG). For the purposes of the model update and to provide on-call modeling services, Kittleson Associates, Inc. (previously Dowling Associates, Inc.) was hired in June 2010 for a total contract amount of \$110,328. Contract Amendment No.1 was approved in March 2011 for an additional amount of \$70,000 to accommodate the need for additional modeling work related to the Countywide Transportation Plan (CWTP) and Expenditure Plan development and the comprehensive update of the Congestion Management Program (CMP). The contract expires on June 30, 2012. A comprehensive model update is scheduled for next year for which a Request for Proposal will be issued. In the meantime, continued assistance from Kittleson Associates is needed for with the on-call modeling needs, such as select link analysis related to the 2012 Level of Service Monitoring results and other work. Contract Amendment No. 2 would increase the amount of the current Kittleson Associates, Inc. contract by \$70,000 to accommodate the forthcoming modeling needs and would extend the contract period to June 30, 2013.

Discussion

Alameda CTC maintains a countywide travel demand model as required by the Congestion Management legislation. The countywide model is used by the Alameda CTC for planning activities as well as by the Alameda County local jurisdictions, adjacent counties and regional and state agencies for various purposes including but not limited to performing traffic impact studies, development plans, and corridor studies to identify development impacts on Alameda County roadways. The model is required to be consistent with the land use and socio-economic database developed by the Regional Planning Agency, which is ABAG for the Bay Area. Because ABAG periodically updates their database and Alameda CTC contracts out its modeling work, a modeling

consultant firm is required to perform updates and maintain the model and provide other as needed modeling services.

In order to update the model to the ABAG's land use and socio-economic database released in 2010, Projections 2009, Kittleson Associates (previously Dowling Associates, Inc.) was selected through the Request For Proposal process in June 2010 for a contract amount of \$110,328. However, in order to accommodate the increased needs for using the countywide model because of the comprehensive update of the Congestion Management Program and the development of the Countywide Transportation Plan and Transportation Expenditure Plan, Amendment No.1 was approved for an additional amount of \$70,000. The current contract with Kittleson Associates expires on June 30, 2012.

The countywide travel demand model is scheduled to be updated in the coming year to update the model base year to 2010 consistent with 2010 census and to incorporate the census data and the Sustainable Communities Strategy (SCS) adopted by ABAG. The process for selection of a modeling firm to perform this comprehensive update to the model is expected to begin in winter 2012 and a firm is expected to be on board early next year. However, until a modeling firm for the comprehensive model update is selected, continued assistance with the on-call modeling needs such as select link analysis related to 2012 Level of Service Monitoring results and other CWTP and CMP related work is required and the existing contract with Kittleson Associates, Inc. needs to be amended.

The Commission is therefore requested to approve Amendment No. 2 to the Kittleson Associates, Inc. contract to provide continued on-call modeling services assistance through fiscal year 2012-13. The additional forthcoming modeling tasks are estimated to cost \$70,000. The current contract with Kittleson Associates, Inc. expires on June 30, 2012. As part of Amendment No.2, the Commission is requested to extend the contract end date to June 30, 2013 to be consistent with the fiscal year timeframe.

Fiscal Impact

The additional \$70,000 funds are requested pending approval of the FY 2012-13 budget. The proposed FY 2012-13 budget includes \$70,000 for modeling work and the source of funding will be MTC Planning Funds.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: Approval of Vehicle Registration Fee (VRF) FY 2012/13 Strategic Plan

Recommendation

It is recommended the Commission approve the Final Vehicle Registration Fee (VRF) FY 2012/13 Strategic Plan. This Final Strategic Plan is the same as the Draft Plan that was approved by the Commission last month.

Summary

The Measure F Alameda County Vehicle Registration Fee (VRF) Program was approved by the voters in November 2010, with 63% of the vote. The fee will generate about \$10.7 million per year by a \$10 per year vehicle registration fee. The collection of the \$10 per year vehicle registration fee started in the first week of May 2011.

The FY 2012/13 VRF Strategic Plan proposes to:

- Establish a 1-year Implementation Plan that will include the approval of specific projects and programming cycles (discretionary funding) for the upcoming year;
- Establish the Beginning Programmed Balance for each Program; and
- Estimate the cash flow over next 5 fiscal years of the VRF to assess the financial capacity to deliver the various programs;

Background

The goal of the VRF program is to sustain the County's transportation network and reduce traffic congestion and vehicle related pollution. The program included four categories of projects to achieve this, including:

- Local Road Improvement and Repair Program (60%)
- Transit for Congestion Relief (25%)
- Local Transportation Technology (10%)
- Pedestrian and Bicyclist Access and Safety Program (5%)

An equitable share of the funds will be distributed among the four planning areas of the county over successive five year cycles. Geographic equity will be measured by a formula, weighted fifty percent by population of the planning area and fifty percent of registered vehicles of the planning area. With 2010 information, the formula by planning area is:

Planning Area 1	38.15%
Planning Area 2	25.15%
Planning Area 3	22.0%
Planning Area 4	14.7%

At the May 2011 Alameda CTC Board meeting the Commission approved Vehicle Registration Fee program principles. The principles are the basis of the FY 2012/13 Strategic Plan Document (Attachment A). A draft version of this plan was presented to the Committees and Commission at the May 2012 meeting for input and comments.

The Alameda County Transportation Commission will prepare an annual Strategic Plan to guide the implementation of the 4 programs identified in the Vehicle Registration Fee Expenditure Plan. The Strategic Plan identifies the priority for program implementation based on multiple factors including project readiness, the availability and potential for leveraging of other fund sources, and the anticipated revenues from the vehicle registration fee over the upcoming 5 years of the program.

Attachments

Attachment A: VRF Program Strategic Plan Material



ALAMEDA COUNTY TRANSPORTATION COMMISSION

VEHICLE REGISTRATION FEE

FY 2012/13 STRATEGIC PLAN

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
FY 2012/13 VEHICLE REGISTRATION FEE STRATEGIC PLAN**

TABLE OF CONTENTS	Page Number
<i>Purpose of the Strategic Plan</i>	<i>1</i>
<i>Introduction / Background of VRF Program</i>	<i>2</i>
<i>Program Categories</i>	<i>4</i>
<i>Distribution of VRF Funds</i>	<i>7</i>
<i>Strategic Plan Implementation</i>	<i>9</i>
<i>FY 2012/13 Implementation Plan Overview</i>	<i>13</i>

List of Tables

Table 1	Draft 2012/13 Strategic Plan
Table 2	LSR Program - Projected Distribution through FY 2012/13

Purpose of the Strategic Plan

The Alameda County Transportation Commission prepares an annual Strategic Plan to guide the implementation of the 4 programs identified in the Vehicle Registration Fee Expenditure Plan. The Strategic Plan identifies the priority for program implementation based on multiple factors including project readiness, the availability and potential for leveraging of other fund sources, and the anticipated revenues from the vehicle registration fee over the upcoming 5 years of the program.

The FY 2012/13 Strategic Plan will:

- Establish a 1-year Implementation Plan that will include the approval of specific projects and programming cycles (discretionary funding) from the upcoming year;
- Establish the Beginning Programmed Balance for each Program; and
- Estimate the cash flow over next 5 fiscal years of the VRF to assess the financial capacity to deliver the various programs;

Introduction / Background of VRF Program

The opportunity for a countywide transportation agency to place a measure for a vehicle registration fee before the voters was authorized in 2009 by the passage of Senate Bill 83 (SB83), authored by Senator Loni Hancock. The Alameda County Transportation Commission (Alameda CTC), formerly the Alameda County Congestion Management Agency, placed transportation Measure F (Measure) on the November 2, 2010 ballot to enact a \$10 vehicle registration fee that would be used for local transportation and transit improvements throughout Alameda County. The Alameda County Transportation Improvement Measure Expenditure Plan was determined to be compliant with the requirements of SB83 and the local transportation and transit improvements were included in the ballot measure as the Alameda County Transportation Improvement Measure Expenditure Plan (Expenditure Plan).

The Measure was approved with the support of 62.6% of Alameda County voters. The \$10 per year vehicle registration fee (VRF) will be imposed on each annual motor-vehicle registration or renewal of registration in Alameda County starting in May 2011, six-months following approval of the Measure on the November 2, 2010 election.

Alameda County has significant unfunded transportation needs, and this Fee will provide funding to meet some of those needs. The Measure allows for the collection of the Fee for an unlimited period to implement the Expenditure Plan.

The goal of this program is to support transportation investments in a way that sustains the County's transportation network and reduces traffic congestion and vehicle-related pollution. The VRF is part of an overall strategy to develop a balanced, well thought-out program that improves transportation and transit in Alameda County.

The VRF will fund projects that:

- Repair and maintain local streets and roads in the county.
- Make public transportation easier to use and more efficient.
- Make it easier to get to work or school, whether driving, using public transportation, bicycling or walking.
- Reduce pollution from cars and trucks.

The money raised by the VRF will be used exclusively for transportation in Alameda County, including projects and programs identified in the Expenditure Plan that have a relationship or benefit to the owner's of motor vehicles paying the VRF. The VRF Program will establish a reliable source of funding to help fund critical and essential local transportation programs and provide matching funds for funding made available from other fund sources.

Vehicles subject to the VRF include all motorized vehicles – passenger cars, light-duty trucks, medium-duty trucks, heavy-duty trucks, buses of all sizes, motorcycles and motorized camper homes. The VRF will be imposed on all motorized vehicle types, unless vehicles are expressly exempted from the payment of the registration fee.

Program Categories

The Expenditure Plan identifies four types of programs that will receive funds generated by the VRF. The descriptions of each program and the corresponding percentage of the net annual revenue that will be allocated to each program include:

Local Road Improvement and Repair Program (60%)

This program will provide funding 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 projects include:

- Street repaving and rehabilitation, including curbs, gutters and drains
- Traffic signal maintenance and upgrades, including bicyclist and pedestrian treatments
- Signing and striping on roadways, including traffic and bicycle lanes and crosswalks
- Sidewalk repair and installation
- Bus stop improvements, including bus pads, turnouts and striping
- Improvements to roadways at rail crossings, including grade separations and safety protection devices
- Improvements to roadways with truck or transit routing

Transit for Congestion Relief Program (25%)

This program will seek 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. Eligible projects include:

- Transit service expansion and preservation to provide congestion relief, such as express bus service in congested areas
- Development and implementation of transit priority treatments on local roadways

- Employer or school-sponsored transit passes, such as an “EcoPass Program”
- Park-and-ride facility improvements
- Increased usage of clean transit vehicles
- Increased usage of low floor transit vehicles
- Passenger rail station access and capacity improvements

Local Transportation Technology Program (10%)

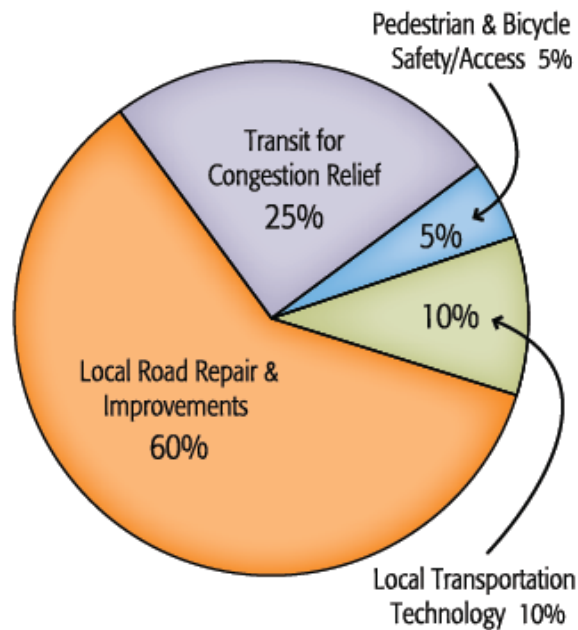
This program will continue and improve the performance of road, transit, pedestrian and bicyclist technology applications, and accommodate emerging vehicle technologies, such as electric and plug-in-hybrid vehicles. Eligible projects include:

- 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
- Infrastructure for alternative vehicle fuels, such as electric and hybrid vehicle plug-in stations
- New or emerging transportation technologies that provide congestion or pollution mitigation
- Advance signal technology for walking and bicycling
- Development and implementation of flush plans
- Development of emergency evacuation plans

Pedestrian and Bicyclist Access and Safety Program (5%)

This program will seek to improve the safety of bicyclists and pedestrians by reducing conflicts with motor vehicles and reducing congestion in areas such as schools, downtowns, transit hubs, and other high activity locations. It will also seek to improve bicyclist and pedestrian safety on arterials and other locally-maintained roads and reduce occasional congestion that may occur with incidents. Eligible projects include:

- Improved access and safety to schools, such as “Safe Routes to Schools Programs”, “Greenways to Schools Programs”, and other improvements (including crosswalk, sidewalk, lighting and signal improvements) for students, parents and teachers
- Improved access and safety to activity centers (such as crosswalk, sidewalk, lighting and signal improvements)
- Improved access and safety to transit hubs (such as crosswalk, sidewalk, lighting and signal improvements)
- Improved bicyclist and pedestrian safety on arterials, other locally-maintained roads and multi-use trails parallel to congested highway corridors



Administration Costs of the VRF

The Alameda CTC will collect and administer the VRF in accordance with the Expenditure Plan. The Alameda CTC will administer the proceeds of the VRF to carry out the mission described in the Plan. Not more than five percent of the VRF shall be used for administrative costs associated with the programs and projects, including amendments of the Expenditure Plan.

Distribution of VRF Funds

An equitable share of the VRF funds will be distributed among the 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:

- Planning Area 1 / North Area
 - Cities of Oakland, Berkeley, Albany, Piedmont, Emeryville and Alameda, as well as other unincorporated lands in that area
- 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
- Planning Area 3 / South Area
 - Cities of Fremont, Newark and Union City
- Planning Area 4 / East Area
 - Cities of Livermore, Dublin and Pleasanton, and all unincorporated lands in that area

The Alameda CTC is authorized to redefine the planning areas limits from time to time.

An equitable share of the VRF funds will be distributed among the four geographical sub-areas, measured over successive five year cycles. Geographic equity is measured by a formula, weighted fifty percent by population of the sub-area and fifty percent of registered vehicles of the sub-area. Population information will be updated annually based on information published by the California Department of Finance. The DMV provides the number of registered vehicles in Alameda County. As part of the creation of the expenditure plan, the amount of registered vehicles in each planning area was determined. This calculation of the registered vehicles per planning area will be used to determine the equitable share for a planning area. The amount of registered vehicles in each planning area may be recalculated in the future, with the revised information becoming the basis for the Planning Area share formula.

The VRF funds will also be tracked by the programmatic expenditure formula of:

- Local Road Improvement and Repair Program (60%),
- Transit for Congestion Relief Program (25%),
- Local Transportation Technology Program (10%), and
- Pedestrian and Bicyclist Access and Safety Program (5%).

Though it is not required to attain Planning Area geographic equity measured by each specific program, it will be monitored and considered a goal.

Strategic Plan Implementation

The Alameda CTC will evaluate and update a multi year Strategic Plan on an annual basis that will include funding targets for programmatic categories identified in the Expenditure Plan for a five year period. The Strategic Plan will project the programming of VRF revenues to meet the geographic equity goals of the program. The Strategic Plan will also project the programming of VRF revenues to meet the programmatic category funding goals identified of the program. Adjustments based on projected compared to actual VRF received will be made in the Strategic Plans.

The Alameda CTC will also adopt an Implementation Plan for the upcoming fiscal year. The one year implementation plan will detail the distribution of VRF funds to each program and/or specific projects in a particular fiscal year. Projects will be monitored by Programmatic Category and Planning Area.

Currently there are no projects programmed through the VRF. Additional information on tracking/monitoring pass-through and discretionary funds will be included in future Strategic Plans.

Strategic Plan

The Alameda CTC Board each year shall adopt a multi-year Strategic Plan. The Strategic Plan will include funding targets for programmatic categories identified in the Expenditure Plan for a five year period. The percentage allocation of Fee revenues to each category will consider the target funding levels, as identified in the Expenditure Plan.

Implementation Plan

In addition to the 5 year Strategic plan the Alameda CTC Board will adopt a shorter term implementation plan that will include the approval of specific projects or discretionary programming cycles to be programmed. Projects will be approved within the eligible categories based on projected funding that will be received. Based on the actual revenue received each year, funding adjustments will be made to ensure geographic equity by

planning area will be met over the 5 year window as well as to ensure funding targets for each programmatic category as identified in the Expenditure Plan are met. Variances from projected to actual will be identified and be considered in future updates of the Strategic Plan.

Initial Costs/Administration

Certain initial costs as well as ongoing administrative costs are allowed for in the program. Approximately \$1.4 million of expenses were incurred to initiate the VRF program. Approximately \$773,000 is allowed to be reimbursed prior to the application of the 5% administration cap, and the remaining \$567,000 that will be applied within the 5% administration fee, though an amortization of multiple years is allowed. These costs will be included in the Strategic Plan and Implementation Plan.

Local Road Improvement and Repair Program (60%)

The Local Road Improvement and Repair category will be administered as a pass through program, with the 14 cities and the County receiving a portion of the Local Road Improvement and Repair Program based on a formula weighted fifty percent by population of the sub-area and fifty percent of registered vehicles of the sub-area. The fund distribution will be based on population within each Planning Area. Agencies will maintain all interest accrued from the VRF Local Road Program pass through funds within the program. 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).

Transit for Congestion Relief Program (25%)

The Transit for Congestion Relief category will be administered as a discretionary program that will be programmed approximately every other year. The Alameda CTC Board will approve the projects for programming. Opportunities to coordinate programming with other fund sources will be considered in the scheduling of the call for projects.

Strategic capital investments that will create operating efficiency and effectiveness are proposed to be priorities for this Program. Projects that address regionally significant transit issues and improve reliability and frequency are proposed to be given consideration.

Local Transportation Technology Program (10%)

The Local Transportation Technology category priority will fund the operation and maintenance of ongoing transportation management technology projects such as the “Smart Corridors Program”. The Alameda CTC Board will have the authority to program the Local Transportation Technology funds directly to the operation and maintenance of ongoing transportation management technology projects such as the “Smart Corridors Program”. If programming capacity remains after addressing ongoing operation and maintenance costs of existing corridor operations, the program will be opened to other eligible project categories.

Based on current patterns of the operation and maintenance levels of existing corridor programs, there may be an imbalance between the geographic equity formula and the use of the funds within the Local Transportation Technology category. The expenses incurred by Planning Area will be monitored. The programming assigned to the Local Transportation Technology Program by Planning Area will be considered with programming for all four program categories when overall VRF Program geographic equity is evaluated.

Pedestrian and Bicyclist Access and Safety Program (5%)

The Pedestrian and Bicyclist Access and Safety category will be administered as a discretionary program that will be programmed approximately every other year. The Alameda CTC Board will approve the projects for programming. Opportunities to coordinate programming with other fund sources will be a primary consideration in the scheduling of the call for projects. Projects identified in the Countywide bike and pedestrian plans are proposed to be priorities for this Program.

Schedule

Each year the Draft versions of the Strategic/Implementation Plans will be presented to the Committees and Commission in May. The final plans, incorporating comments received from the Committees and the Commission, will be presented for adoption in June.

FY 2012/2013 Programming

In FY 12/13 it is proposed to align the discretionary VRF programs for Transit for Congestion Relief and Pedestrian and Bicyclist Access Safety Programs with a coordinated call for projects that would also include the Measure B Bicycle and Pedestrian Countywide Discretionary Funds and with the One Bay Area Grant call for projects (federal funding).

The Local Road Improvement and Repair Program funds will be passed through to the cities and county based on the program formula. The Local Transportation Technology Program funds are proposed to be programmed to ongoing Alameda CTC Corridor Operations projects.

FY 2012/13 Implementation Plan

Collection of fees on vehicle registrations started in May 2011. With the execution of Master Program Fund Agreements (MPFA) with agencies, the first VRF funds were distributed in April 2012 as LSR pass through funds. It is projected that approximately \$6.6 Million will be distributed through the LSR pass through program through FY 2011/12.

For FY 2012/13, it is proposed to continue the LSR pass through program, with about \$6.1 Million projected to be distributed. Additional distribution projection information on the LSR program is included in Table 2.

The Bike/Pedestrian and Transit Program are discretionary programs and are proposed to be included in a coordinated programming effort along with the One Bay Area Grant (OBAG) Program. Approximately \$1 Million of Bike/Pedestrian program revenues and \$5 Million of Transit Program revenues are projected to be available (revenue from FY 2011/12 and FY 2012/13). The OBAG programming cycle will begin in late summer / early fall 2012.

Funding for the Technology program is prioritized, consistent with the Commissions intent, to ongoing corridor operations. Approximately \$1.5 Million is proposed to be programmed through FY 2011/12 and approximately \$900,000 in FY 2012/13.

Although the program targets (percentages) for the Bike/ Ped, Transit and Technology programs are not aligned with the targets specified in the Expenditure Plan for each individual year, the year by year funding targets detailed in the Strategic Plan will ensure each programmatic category target is achieved over a 5 year period . Funding adjustment may also be required in the future based on the actual revenue received each year.

Alameda County VRF Program - TABLE 1

Draft 2012/13 Strategic Plan (Multi-Year Projection by Program Category)

Projections of Available Programming Capacity

\$ 879,684 FY 10/11
 \$ 10,193,025 FY 11/12
 \$ 10,193,025 FY 12/13 and beyond

		2010/11 (2 Months)	%	2011/12	%	2012/13	%	2013/14	%	2014/15	%	2015/16	%	2016/17
Local Roads	60.00%	\$ 527,810	60.0%	\$ 6,115,815	60.0%	\$ 6,115,815	60.0%	\$ 6,115,815	60.0%	\$ 6,115,815	60.0%	\$ 6,115,815	60.0%	\$ 6,115,815
Transit Program	0.00%	\$ -	24.0%	\$ 2,441,229	25.8%	\$ 2,629,800	25.8%	\$ 2,629,800	25.8%	\$ 2,629,800	25.8%	\$ 2,630,820	25.0%	\$ 2,548,256
Ped/Bike Program	0.00%	\$ -	4.8%	\$ 489,265	5.2%	\$ 525,960	5.2%	\$ 525,960	5.2%	\$ 525,960	5.2%	\$ 524,941	5.0%	\$ 509,651
Tech. Program	40.00%	\$ 351,874	11.3%	\$ 1,146,715	9.0%	\$ 921,449	9.0%	\$ 921,449	9.0%	\$ 921,449	9.0%	\$ 921,449	10.0%	\$ 1,019,303
	100.00%	\$ 879,684	100.0%	\$ 10,193,025	100.0%	\$ 10,193,025	100.0%	\$ 10,193,025	100.0%	\$ 10,193,025	100.0%	\$ 10,193,025	100.0%	\$ 10,193,025

Cycle Summary	%
\$ 37,222,700	60.0%
\$ 15,509,707	25.0%
\$ 3,101,738	5.0%
\$ 6,203,689	10.0%
\$ 62,037,834	100.0%

Alameda County VRF Program - TABLE 2

Local Streets and Roads - Projected Distribution through FY 2012/13

	Distribution within Planning Area FY 2010/11	Distribution within Planning Area FY 2011/12	TOTAL Distribution within Planning Area Through FY 2011/12	Distribution within Planning Area FY 2012/13
PA 1				
Alameda	\$ 23,264	\$ 269,564	\$ 292,828	\$ 269,564
Albany	\$ 5,251	\$ 60,845	\$ 66,096	\$ 60,845
Berkeley	\$ 33,355	\$ 386,492	\$ 419,847	\$ 386,492
Emeryville	\$ 3,155	\$ 36,558	\$ 39,713	\$ 36,558
Oakland	\$ 132,862	\$ 1,539,496	\$ 1,672,359	\$ 1,539,496
Piedmont	\$ 3,474	\$ 40,258	\$ 43,733	\$ 40,258
	\$ 201,362	\$ 2,333,213	\$ 2,534,575	\$ 2,333,213
PA 2				
Hayward	\$ 55,043	\$ 637,795	\$ 692,838	\$ 637,795
San Leandro	\$ 29,906	\$ 346,520	\$ 376,426	\$ 346,520
County of Alameda	\$ 47,888	\$ 554,890	\$ 602,779	\$ 554,890
	\$ 132,837	\$ 1,539,205	\$ 1,672,042	\$ 1,539,205
PA 3				
Fremont	\$ 75,011	\$ 869,168	\$ 944,180	\$ 869,168
Newark	\$ 15,262	\$ 176,840	\$ 192,101	\$ 176,840
Union City	\$ 25,810	\$ 299,066	\$ 324,876	\$ 299,066
	\$ 116,083	\$ 1,345,074	\$ 1,461,157	\$ 1,345,074
PA 4				
Dublin	\$ 17,596	\$ 203,890	\$ 221,486	\$ 203,890
Livermore	\$ 30,748	\$ 356,287	\$ 387,035	\$ 356,287
Pleasanton	\$ 25,486	\$ 295,309	\$ 320,795	\$ 295,309
County of Alameda	\$ 3,697	\$ 42,838	\$ 46,535	\$ 42,838
	\$ 77,528	\$ 898,324	\$ 975,851	\$ 898,324
County Total	\$ 527,810	\$ 6,115,815	\$ 6,643,625	\$ 6,115,815

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of Altamont Commuter Express (ACE) Baseline Service Plan for FY 2012/13**

Recommendation

It is recommended that the Commission approve the ACE Baseline Service Plan (BSP) for FY 2012/13.

Summary

The Cooperative Service Agreement for the operation of the Altamont Commuter Express (ACE) service between the Alameda CTC, Santa Clara Valley Transportation Authority (VTA) and San Joaquin Regional Rail Commission (SJRRRC) calls for SJRRRC staff to prepare an annual report on the operation of the ACE service. The attached ACE Baseline Service Plan details the ACE proposed service and budget, including funding requested to the Alameda CTC, for the upcoming 2012/13 fiscal year. Measure B pass through funding is proposed to fund operating and Measure B Capital funds are proposed for the capital projects.

Background

On March 27, 2012, ACE staff provided the Draft FY 2012/13 Baseline Service Plan to the Alameda CTC for review and comment. Listed below are Alameda CTC staff's comments on specific issues.

Operations and Maintenance:

Based on the terms of the Cooperative Service Agreement, Alameda CTC funds about a third of the operating costs provided by Alameda CTC/VTA/SJRRRC. The Alameda County contribution towards ACE Operations and Maintenance for FY 2011/12 was \$2,052,292. Based on the terms of the Cooperative Services Agreement, Alameda County contribution towards ACE Operations and Maintenance for FY 2012/13 should be approximately \$2,097,443. The increase over last year's amount is based on a 2.20 percent estimated Consumer Price Index (CPI) increase for FY 2012/13.

ACE staff has indicated that the current fiscal year-to-date trends indicate ridership to grow to just past 0.75 Million riders, ACE's highest ridership since FY 2008/09. Based on this increase, ACE staff is proposing to introduce a fourth train service beginning October 1, 2012 and is requesting \$2,595,480 as Alameda County's Operation and Maintenance contribution through the FY 2012/13 BSP. This increase in \$498,037 represents one-third of the operating subsidy of the fourth train over a nine month period (October 2012 to June 2013).

Funding Alameda's share of the 3 train service has been provided with the Measure B pass through funding over the last 10 years. Based on the annual contribution being slightly less than annual revenues, there is currently a Measure B Operation fund reserve of approximately \$2.6 Million. Funding the Alameda share of a 4th train service would require use of a portion of the current reserve. Assuming the four train funding level continues in the future, the reserve is projected to be exhausted in 2014/15.

Under this scenario, from FY 2015/16 onwards, Measure B funds generated on an annual basis will meet the operations needs of only 3 trains. ACE staff acknowledges this issue and has confirmed that any remaining operations funds would be met with alternate fund sources through SJRRC, which is consistent with the terms of the current Cooperative Service Agreement.

Capital Projects:

The total Alameda County funds requested in FY 2012/13 is \$2,500,000 of Measure B funds for the Maintenance Layover Facility Project.

1. Maintenance Layover Facility - \$2,500,000

The 64-acre facility will be used for the repair, maintenance, cleaning, and overnight storage of the train sets used in the ACE Service and future rail service expansions. The new facility will have the capacity for twelve 8-car train sets, allow for the elimination of the inefficient train moves across the intersection of the railroads, and optimize the maintenance activities to control costs. Alameda CTC has provided Measure B (\$1.2M) and PTMISEA (\$707K) funds to this project through the FY 2011/12 BSP.

Attachments

Attachment A: FY 2012/13 ACE Baseline Service Plan

The background of the page features a faded image of a large, multi-story brick building with arched windows, likely a train station. In the foreground, there are train tracks with gravel beds and wooden ties, receding into the distance under a clear sky.

Altamont Commuter Express

2012 - 2013

DRAFT BASELINE SERVICE PLAN

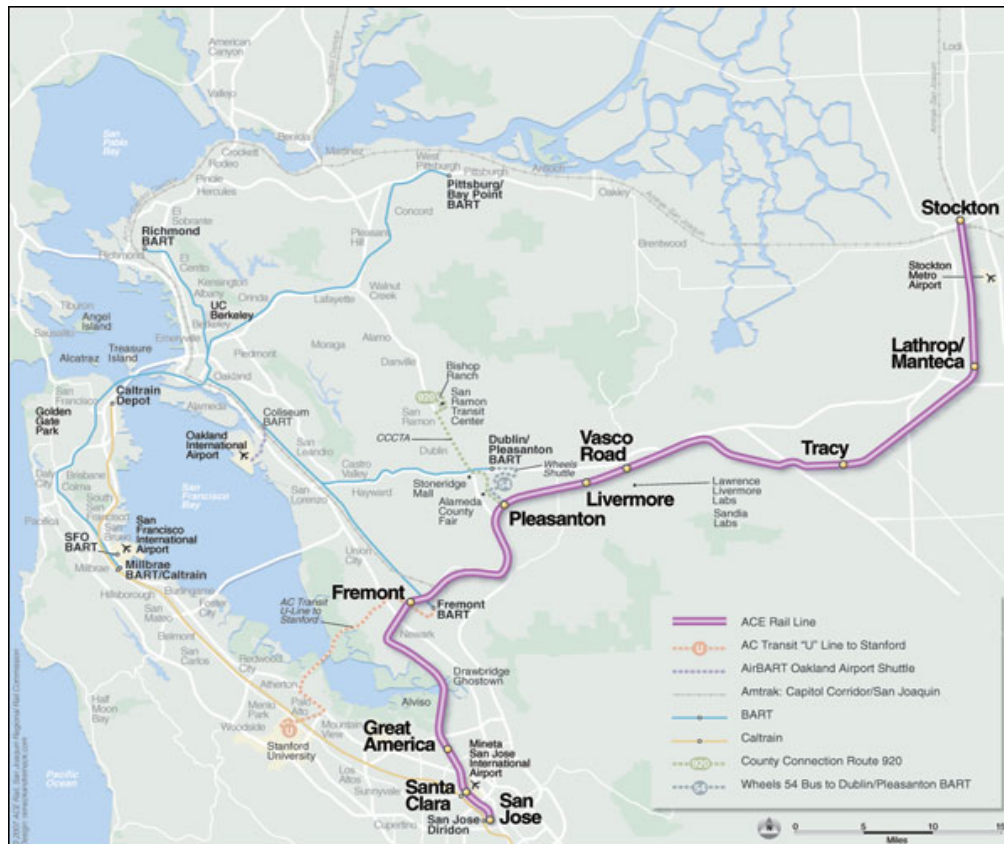
Train Service

The Altamont Commuter Express (ACE) Baseline Service Plan provides 3 weekday roundtrips between Stockton, CA and San Jose, CA. Trains consist of sets of 6 cars and provides seating of approximately 700-800 seats per train. Operation of the 4th roundtrip which was provided above the Baseline, was suspended in November 2009 until an improvement in the economy and unemployment occurs.

This year, the San Joaquin Regional Rail Commission (SJRRRC) has identified passenger demand that is trending to exceed the functional capacity of the three trains, and the fourth train is planned for resumption July 1, 2012.

Service Corridor

ACE trains operate over 82 miles of Union Pacific railroad between Stockton and Santa Clara, and 4 miles of Caltrain railroad between Santa Clara and San Jose. ACE trains service 10 stations in San Joaquin, Alameda, and Santa Clara Counties.



COUNTY STATIONS SERVED		
SAN JOAQUIN	ALAMEDA	SANTA CLARA
Stockton	Vasco Road	Great America
Lathrop/Manteca	Livermore	Santa Clara
Tracy	Pleasanton	San Jose
	Fremont	

Train Schedule

AM – WESTBOUND

Stockton To San Jose	#01	#03	#05
Stockton	4:20 AM	5:35 AM	6:40 AM
Lathrop/Manteca	4:39 AM	5:54 AM	6:59 AM
Tracy	4:51 AM	6:06 AM	7:11 AM
Vasco	5:20 AM	6:35 AM	7:40 AM
Livermore	5:25 AM	6:40 AM	7:45 AM
Pleasanton	5:33 AM	6:48 AM	7:53 AM
Fremont	5:55 AM	7:10 AM	8:15 AM
Great America	L6:13 AM	L7:28 AM	L8:33 AM
Santa Clara	6:20 AM	7:35 AM	8:40 AM
San Jose	6:32 AM	7:47 AM	8:52 AM

PM – EASTBOUND

San Jose To Stockton	#04	#06	#08
San Jose	3:35 PM	4:35 PM	5:35 PM
Santa Clara	3:40 PM	4:40 PM	5:40 PM
Great America	3:49 PM	4:49 PM	5:49 PM
Fremont	4:05 PM	5:05 PM	6:05 PM
Pleasanton	4:28 PM	5:28 PM	6:28 PM
Livermore	4:37 PM	5:37 PM	6:37 PM
Vasco	4:42 PM	5:42 PM	6:42 PM
Tracy	5:11 PM	6:11 PM	7:11 PM
Lathrop / Manteca	5:23 PM	6:23 PM	7:23 PM
Stockton	5:47 PM	6:47 PM	7:47 PM

Fare Structure

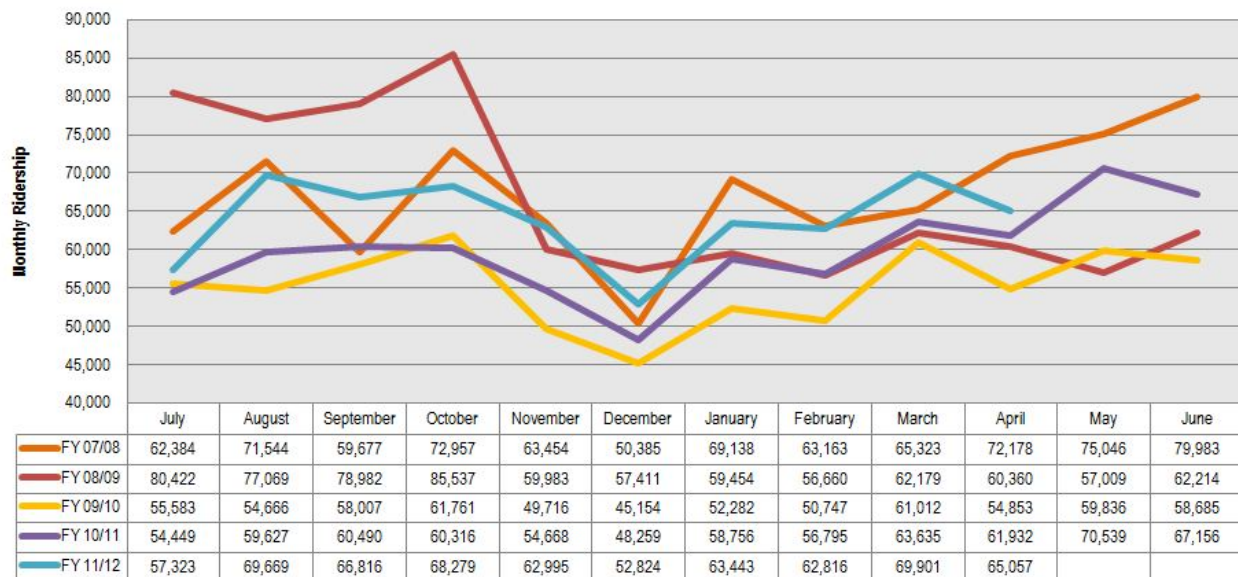
The ACE fare structure is based on a point to point system that was adopted by the SJRRC Board in April 2006. The zone system that was previously used was replaced with a system that determines fares based on the origin and destination stations. In addition, the fare program established a 50% discount for senior citizens 65 and older, persons with disabilities and passengers carrying Medicare cards issued under Title II or XVIII of the Social Security Act, and children age 6 through 12. Children under 6 ride for free with an accompanying adult. Current fares have been in effect since February 2, 2009.

		TRI VALLEY	FREMONT	SAN JOSE
STOCKTON	ONE WAY	\$ 8.25	\$ 9.25	\$ 11.75
	RT	\$ 12.75	\$ 16.75	\$ 21.00
	20 TRIP	\$ 102.00	\$ 132.25	\$ 163.25
	MONTHLY	\$ 187.75	\$ 243.25	\$ 300.00
LATHROP	ONE WAY	\$ 7.75	\$ 8.75	\$ 11.00
	RT	\$ 12.75	\$ 15.50	\$ 20.00
	20 TRIP	\$ 97.50	\$ 126.50	\$ 156.25
	MONTHLY	\$ 179.50	\$ 233.00	\$ 287.50
TRACY	ONE WAY	\$ 4.50	\$ 7.75	\$ 8.75
	RT	\$ 8.75	\$ 12.25	\$ 15.50
	20 TRIP	\$ 68.50	\$ 97.50	\$ 126.50
	MONTHLY	\$ 125.00	\$ 179.50	\$ 233.00
TRI-VALLEY	ONE WAY	\$ 3.50	\$ 4.50	\$ 7.75
	RT	\$ 4.50	\$ 8.75	\$ 12.25
	20 TRIP	\$ 38.75	\$ 68.50	\$ 97.50
	MONTHLY	\$ 72.25	\$ 125.00	\$ 179.50
FREMONT	ONE WAY			\$ 4.50
	RT			\$ 8.75
	20 TRIP			\$ 68.50
	MONTHLY			\$ 125.00

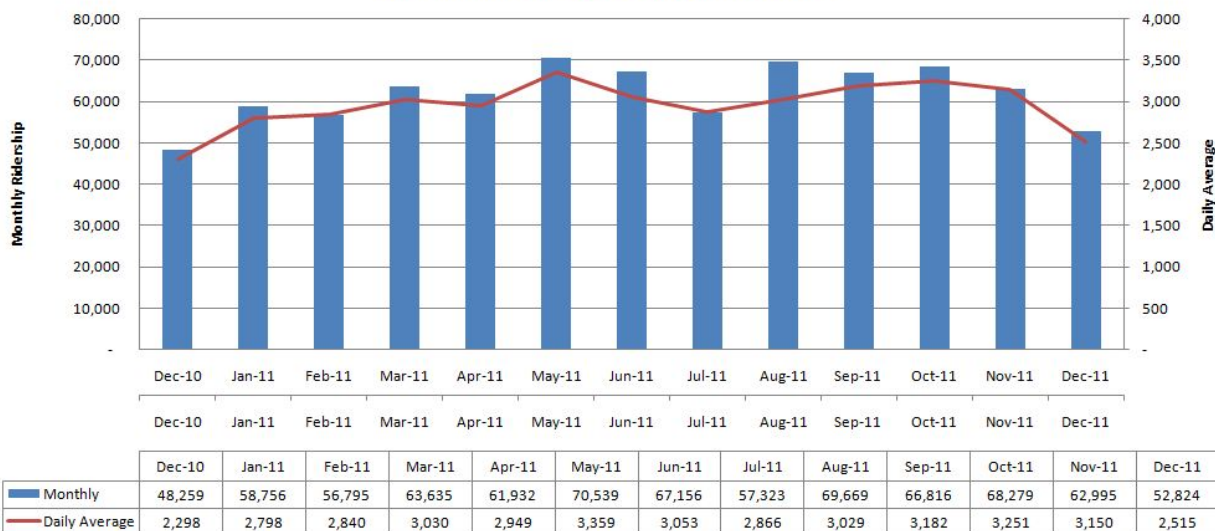
Ridership

FY 11/12 continues to outperform last fiscal year month over month. Current fiscal year-to-date trends indicate ridership to grow to just past three-quarters of a million riders – ACE's best year since FY 08/09. This is significant in that FY 08/09 passengers were serviced with four round trips daily and ridership is trending near those levels with only three round trips. While fuel is certainly a factor in riders considering the ACE service, a rebound in East Bay & San Jose employment is clearly attracting passengers. The SJRRRC is anticipating adding a fourth round trip next fiscal year to service the additional demand.

**ACE Ridership
FY 2008 - FY 2012 Comparison**

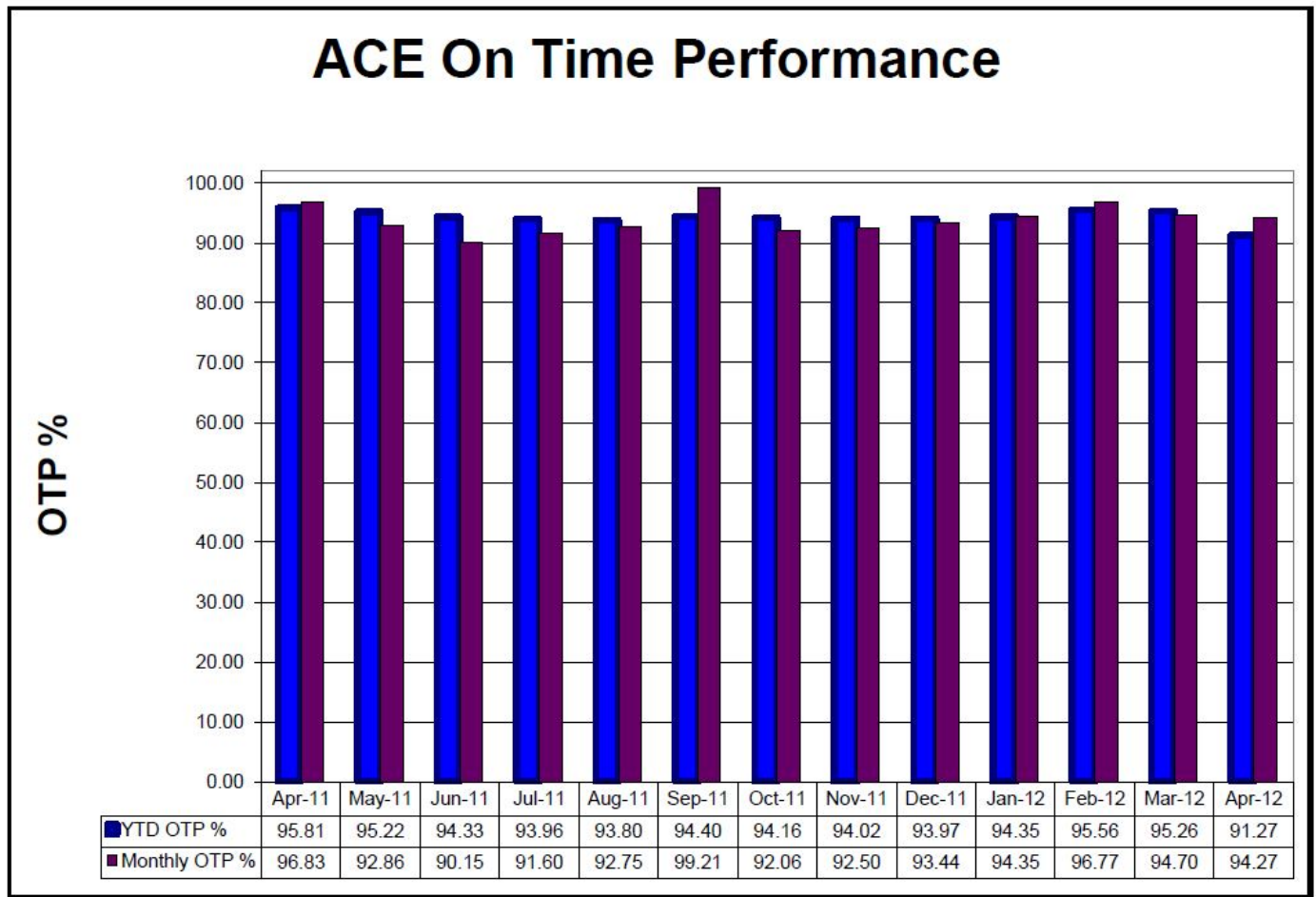


**ACE Ridership
December 2010 - December 2011**



On-Time Performance

ACE on-time performance for FY 11/12 year to date is 93.70%. Prior FY, on-time performance was 95.14%. It is anticipated that FY 11/12 will likely meet or exceed last FY's on-time performance as the spring and summer months often yield better times. ACE's on-time performance is calculated based on trains arriving at their final terminal within 5 minutes of the schedule of the train. Since 2007, on-time performance has grown almost 17% - a significant dividend representing SJRRC's commitment to track maintenance and improvement in the ACE corridor.



Shuttles

A substantial part of the ACE operating budget is for connecting shuttle operations. Connecting shuttle or bus service is available at five of the current stations. There are also connecting services that are funded by other Agencies or private businesses.

(NOTE: Level of Shuttle Service is subject to change depending upon available grant funding utilization and operating efficiency.)

San Joaquin County

- Lathrop Manteca Station - Modesto Max bus provides connections between Modesto and the Lathrop Manteca station. (Not part of ACE operating budget)

Alameda County

- Vasco Road – Livermore Lab Shuttle (Not part of ACE operating budget)
- Livermore Station – Connecting service to LAVTA/Wheels Transit system. (Not part of ACE operating budget)
- Pleasanton Station – Connecting service to LAVTA Wheels Route 53 and 54 servicing Pleasanton BART, Hacienda Business Park, and Stoneridge Business Park. Connecting service to Contra Costa County Transit servicing Bishop Ranch Business Park.
- Fremont Station – Connecting service to AC Transit.(Not part of ACE operating budget)

Santa Clara County

- Great America Station – Eight shuttle routes provided by El Paseo Limousine, managed by the Valley Transit Authority, cover 540 miles per day to various businesses in the Silicon Valley. In addition Light Rail Service from the Lick Mill Station also provides connection alternatives to the passengers. Approximately 12 private company shuttles service the station. A shuttle from the Great America Station to the Santa Clara Station and surrounding commerce centers is also provided by El Paseo Limousine and allows passengers to make their connection through the shuttle service, four additional stops were added to include stops to accommodate employees working at Agilent, Hitachi, Hewlett Packard and Kaiser.
- San Jose Diridon Station - ACE riders have access to the free DASH shuttles, VTA light rail, six bus routes and four regional express routes to and from the San Jose Diridon Station providing connection alternatives for passengers. DASH shuttles provide an important link for ACE passengers traveling to downtown San Jose. DASH shuttles are operated by VTA with funds from the Bay Area Air Quality Management District (BAAQMD), the City of San Jose, and the VTA. DASH shuttles are free for ACE passengers.

ACE Service Contributions

The Baseline ACE Service Contributions were initially derived from the 2002/2003 adopted ACE Budget and are adjusted annually based upon the CPI, unless unusual industry factors affect the service. The following chart shows the contributions by Fiscal Year:

	FY 2007 - 2008	FY 2008 - 2009	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012	FY 2012 - 2013
ALAMEDA CTC	\$1,861,615	\$1,931,187	\$1,936,981	\$1,983,274	\$2,052,292	\$2,097,443
SCVTA	\$2,606,259	\$2,689,659	\$2,689,659	\$2,689,659*	\$2,689,659*	\$2,921,212**
CPI Increase	3.10%	3.60%	0.30%	2.39%	3.48%	2.20%

* Due to economic constraints, SCVTA held the FY 2011 & FY 2012 contribution at the FY 2009 level.

** SCVTA number based off full rate contributions under CPI inflators for FY 2010 forward.

The SJRRC has identified passenger demand that is trending to exceed the functional capacity of the three trains, and the fourth train is planned for resumption October 1, 2012. This will result in a projected increase in the ACE Service budget of \$2,116,055 - \$400,000 of which is increased shuttle costs.

ACE Operations and Maintenance Contributions:

The published FY 2011/2012 April-April CPI is 2.20 percent. Therefore, local contributions are projected to increase 2.20 percent over FY 2011/2012. The table below notes the projected commitment for three trains. The table continues by adding the fractional cost of the fourth train as a supplemental cost to arrive at the total request from Alameda CTC & the negotiated amount for SCVTA.

	FY 2012 - 2013 Commitment	FY 2012 - 2013 Commitment	Fourth Train Supplement (Nine Months)	FY 2012 - 2013 Revised Request
ALAMEDA CTC	\$2,097,443**	\$2,097,443	\$498,037	\$2,595,480
SCVTA	\$2,748,831	\$2,921,212	\$0	\$2,921,212

Fourth Train Cost (Nine months)	\$1,587,041	100%
ACE Contribution	\$1,089,004	69%
ACTC Contribution	\$498,037	31%

** Alameda CTC's figure includes \$10,000 for maintenance of the Vasco Road and Pleasanton Stations, but does not include \$20,000 for the Administrative Management of Alameda CTC's contribution.

ACE Shuttle Contributions:

The regional shuttle service providers (VTA, LAVTA, and CCCTA) have multi-year contracts with private operators that have built-in, annual inflation rates (Averaging 3-4 percent). These costs are passed-through to the Baseline ACE Service Budget.

The overall shuttle budget for FY 2011/2012 was \$721,262 and estimated shuttle budget for FY 2012/2013 is \$1.12 million.

Due to continuing cuts in funding from the Bay Area Air Quality Management District (BAAQMD) the ACE portion of the Shuttle Budget increased again this year by \$34,000. ACE has absorbed over \$130,000 in funding cuts from BAAQMD in the last two fiscal years.

ACE shuttles from the Great America Station are operated by El Paseo Limousine through a competitive selection by a panel of VTA and SJRRC staff. VTA manages this service and contracts with El Paseo, who utilizes propane clean-air vehicles. Grant revenue depends on award of annual funds from the air district. These funds are awarded on a calendar cycle so the first half of FY 2011/2012 is covered under the current grant.

ACE Capital Projects:

As part of the SJRRC's efforts to provide a safer more reliable and convenient ACE Service, projects are mutually agreed upon between ACE and UPRR and must result in either a speed increase on the ACE Corridor or improve reliability of the service. Thus far, the Capital program has been funded with State Funds, Federal Section 5307 Funds, Section 5309 Funds, Alameda County Sales Tax Measure B, Santa Clara VTA, and San Joaquin County Sales Tax Measure K revenues. The FY 2012/2013 Capital Project and budget is listed below. A more detailed level of funding is included as Appendix A.

1. \$2,500,000: Construction of the ACE Maintenance and Layover Facility. Construction is underway for this critical ACE facility. Funds identified are only for estimated expenses in FY 2011 – 2012. These funds include debt repayment on the SJRRC Bonds issued in November 2010 to complete the funding for the project. Total Project cost is estimated at \$64 million.

Total Capital Project Expenses for FY 2012/13	\$36,199,012
Total SJRRC Capital Funds Committed for FY 2012/13	\$32,199,012
Total ALAMEDA County Capital Funds Requested for FY 2012/13	\$2,500,000

Annually as part of the Baseline Service Plan SJRRC, ALAMEDA CTC, and VTA discuss the programming and funding of future capital projects. These meetings will take place prior to the completion of the Final Budget. Any projects agreed to will be incorporated into this document by amendment.

ACE Service Improvements Beyond the Baseline Service

SJRRC has begun work on a station track extension that will connect the ACE station with the new maintenance facility and allow for Caltrans San Joaquin trains to access the station platform. Phase I of the project is fully funded with construction anticipated in FY 2012/2013. This project in conjunction with the Cabral Station Improvement project will provide a multi-modal station for rail transportation in Stockton and serve as the eastern anchor for the City of Stockton's redevelopment plan.

PROJECT		Total Budget	Prior Year Requests	Budgeted for FY 12/13	
Maintenance Facility		\$ 65,000,000		Other Funding	Alameda CTC FY 12/13 Request
Funding Type					
SJ PTMISEA			\$ 3,434,061	\$ 4,300,000	
Alameda Co. PTMISEA (FY 10/11)			\$ 707,887		
Alameda Co. PTMISEA (FY 08/09)			\$ 160,217		
Alameda Co. Measure B			\$ 1,292,113	\$ 2,500,000	
SJRRRC Bond			\$ 20,642,367	\$ 9,953,891	
Section 5307			\$ 3,000,000	\$ 477,167	
Section 5309			\$ 4,628,009	\$ 2,100,000	
Alameda Co. STA			\$ 1,379,809	\$ 314,914	
Measure K					
Totals			\$ 35,244,463	\$ 17,145,972	\$ 2,500,000

Total Project Expenses in FY 12/13

\$ 19,645,972

Total Other Funds/Prior Requests committed in FY 12/13 (includes VTA)

\$ 17,145,972

Total new VTA Funds in requested FY 12/13

\$ -

Total Alameda Co. Funds in requested FY 12/13

\$ 2,500,000



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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 May 31, 2012.

Summary:

The Report includes a total of 37 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 projects 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
2012 STIP Locally-Sponsored Alameda County Projects

Status Date: May 31, 2012

Red Zone Projects

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
1	2009N RIP	Alameda \$4,000	Tinker Avenue Extension Con	07/08	Final Invoice/Report		R	Extension Req Pending \$4M Allocated 9/25/08 Contract Awd 3/17/09 City desires to use balance on follow on contract	G
2	0139F RIP-TE	Alameda CTC \$350	Rt 580, Landscaping, San Leandro Estudillo Ave - 141st Con	10/11	Award Contract	7/27/12	R	\$350K Allocated 10/27/11 3-Mo Ext for Awd App'd 5/23/12	R
3	1014 RIP	BART \$38,000	BART Transbay Tube Seismic Retrofit Con	07/08	Complete Expend	12/31/12	R	\$38M Allocated 9/5/07 18-Month Ext 6/23/11	Y
4	2009P RIP RIP	BART \$3,000 \$248	Alameda County BART Station Renovation Con PSE	07/08 07/08	Accept Contract	10/30/12	R	\$3M Allocated 12/11/08 4-Mo Ext App'd June 09 \$248 Allocated 9/5/07 Expenditures Complete	Y
5	2014U RIP	GGBHTD \$12,000	SF Golden Gate Bridge Barrier Con	11/12	Allocate Funds	6/30/12	R	Ext Req Pending	R
6	1022 RIP	Oakland \$5,990	Rte. 880 Access at 42nd Ave./High St., APD R/W	07/08	Complete Expend	Note 1	R	\$5.99M Allocated 12/13/07	R
7	2100E ARRA-TE	Oakland \$1,300	7th St. / West Oakland TOD Con	09/10	Accept Contract	9/30/12	R	\$1,300 Obligated 8/5/09 Contract Awd 2009	Y
8	2110A RIP RIP-TE	Union City \$715 \$3,000	Union City Intermodal Stn, Ped Enhanc PH 2 & 2A Con Con	11/12 10/11	Award Contract	6/30/12	R G	6-mo Ext. appv'd 1/25/12 \$3M Allocated 6/23/11 Transferred to FTA Grant	R R
9	2009A RIP	AC Transit \$3,705	Maintenance Facilities Upgrade Con	06/07	Final Invoice/Report	NA	NA	\$3,705K Allocated 9/7/06	G

Yellow Zone Projects

No Projects in this Zone this Report

STIP At Risk Report
2012 STIP Locally-Sponsored Alameda County Projects

Status Date: May 31, 2012

Green Zone Projects

Index	PP No.	Sponsor	Project Title	Req'd Activity	Date	Zone	Notes	Prev Zone
	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd By			
10	2009B	AC Transit	SATCOM Expansion	Accept Contract	Note 3	G	\$1,000K Allocated 9/7/06	G
	RIP	\$1,000	Con	06/07				
11	2009C	AC Transit	Berkeley/Oakland/San Leandro Corridor MIS	Final Invoice/Report	Note 3	NA	\$2,700K Allocated 4/26/07	G
	RIP	\$2,700	Env	06/07				
12	2009D	AC Transit	Bus Component Rehabilitation	Accept Contract	Note 3	G	\$4.5M Allocated 7/20/06	G
	RIP	\$4,500	Con	06/07				
13	2009Q	AC Transit	Bus Purchase	Accept Contract	Note 3	G	\$14M Allocated 10/12/06	G
	RIP	\$14,000	Con	06/07				
14	2009L	Alameda Co.	Vasco Road Safety Improvements	Final Invoice/Report		NA	\$4.6M Allocated 2/14/08 Contract Awd 7/29/08 Final Billing sub'd 2/14/12	G
	RIP	\$4,600	Con	07/08				
15	2100F	Alameda Co.	Cherryland/Ashland/Castro Valley Sidewalk Imps.	Accept Contract	11/1/14	G	\$1,150 Allocated 5/12/11 Awarded Nov 2011	G
	RIP-TE	\$1,150	Con	10/11				
16	0016O	Alameda CTC	I-680 SB HOT Lane Accommodation	Accept Contract	6/26/13	G	\$8M Allocated 6/26/08 42 -Mo Ext for Awd App'd 12-Mo Ext for Accept App'd 5/23/12	R
	RIP	\$8,000	Con	07/08				
17	0044C	Alameda CTC	I-880 Reconstruction, 29th to 23rd	Complete Expend	6/30/13	G		G
	RIP	\$2,000	PSE	10/11				
18	0062E	Alameda CTC	I-80 Integrated Corridor Mobility	Final Invoice/Report		NA	\$954 Allocated 9/5/07 Contra Costa RIP Expenditures Comp	G
	RIP	\$954	Env	07/08				
19	0081H	Alameda CTC	RT 84 Expressway Widening (Segment 2)	Allocate Funds	6/30/17	G	Added in 2012 STIP	G
	RIP	\$34,851	Con	16/17				
	RIP-TE	\$2,179	Con	16/17		G		
20	2100K	Alameda CTC	I-880 Landscape/Hardscape Improvements in San Leandro	Complete Expend	6/30/13	G	\$400K Allocated 6/30/10 12-Mo Ext App'd April 2012	R
	RIP-TE	\$400	PSE	09/10				
21	2179	Alameda CTC	Planning, Programming and Monitoring (Note 2)	Allocate Funds	6/30/13	G		G
	RIP	\$1,993	Con	12/13				
	RIP	\$1,948	Con	10/11		G	\$1,948 Allocated 7/1/10	
	RIP	\$1,947	Con	11/12		G	\$1,947 Allocated 8/11/11	
	RIP	\$320	Con	13/14		G	Added in 2012 STIP	
	RIP	\$886	Con	16/17		G	Added in 2012 STIP	
22	0016U	Alameda CTC	I-580 Castro Valley I/C Improvements	Final Invoice/Report		NA	Contract Accepted July '11	G
	RIP	\$7,315	Con	07/08				

Green Zone Projects (cont.)

Index	PP No.	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
23	2008B	BART	MacArthur BART renovate & enhance entry plaza	RIP-TE	\$954	Con	10/11				\$954 Allocated 6/23/11 Transferred to FTA Grant	G
24	2009Y	BART	Ashby BART Station Concourse/Elevator Imps	RIP-TE	\$1,200	Con	07/08	Final Invoice/Report		NA	\$1,200 Allocated 6/26/08	G
25	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
26	9051A	BATA	Improved Bike/Ped Connectivity to East Span SFOBB	RIP-TE	\$3,063	Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	NA
27	2009W	Berkeley	Ashby BART Station Intermodal Imps	RIP	\$4,614	Con	07/08	Final Invoice/Report		NA	\$4,614 Allocated 6/26/08	R
				RIP	\$1,500	Con	09/10	Final Invoice/Report		NA	AB 3090 App'd 8/28/08 \$1.5M Allocated 9/10/09	
28	2100G	Berkeley	Berkeley Bay Trail Project, Seg 1	RIP-TE	\$1,928	Con	10/11	Accept Contract	5/29/15	G	\$1,928 Allocated 12/15/11 Awarded 5/29/12	R
29	0057J	Caltrans	SR-24 Caldecott Tunnel 4th Bore Landscaping	RIP	\$400	PSE	12/13	Allocate Funds	6/30/13	G	Added in 2012 STIP	NA
				RIP	\$1,100	ConSup	13/14	Allocate Funds	6/30/14	G		
				RIP	\$500	Con	13/14	Allocate Funds	6/30/14	G		
30	2100H	Dublin	Alamo Canal Regional Trail, Rt 580 undercrossing	RIP-TE	\$1,021	Con	10/11	Accept Contract	2/7/15	G	\$1,021 Allocated 8/11/11 Contract Awd 2/7/12	R
31	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	G
32	2009K	LAVTA	Satellite Bus Operating Facility (Phases 1 & 2)	RIP	\$4,000	Con	11/12	Accept Contract	11/7/14	G	Note 3 \$4M Allocated 6/23/11 PTA Contract Awd 11/7/11	R
				RIP	\$1,500	Con	06/07	Final Invoice/Report		NA	Contract Accepted	
33	2100	MTC	Planning, Programming and Monitoring ²	RIP	\$114	Con	12/13	Allocate Funds	6/30/13	G		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		
				RIP	\$126	Con	15/16	Allocate Funds	6/30/16	G	Added in 2012 STIP	
				RIP	\$131	Con	16/17	Allocate Funds	6/30/17	G	Added in 2012 STIP	
34	New	MTC	I-680 Freeway Performance Initiative Project	RIP	\$1,000	ConSup	14/15	Allocate Funds	6/30/14	G	Added in 2012 STIP	NA
				RIP	\$1,000	Con	14/15	Allocate Funds	6/30/14	G	Added in 2012 STIP	

STIP At Risk Report
2012 STIP Locally-Sponsored Alameda County Projects

Status Date: May 31, 2012

Green Zone Projects (cont.)

Index	PP No. Source	Sponsor Prog'd Amount (\$x 1,000)	Project Title Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
35	2100C1 RIP-TE	Oakland \$193	MacArthur Transit Hub Improvement, 40th St Con	07/08	Final Invoice/Report		NA	\$193 Allocated 7/26/07	G
36	2103A RIP-TE	Oakland \$885	Oakland Coliseum TOD Con	10/11	Accept Contract	11/10/14	G	\$885 Allocated 6/23/11 Contract Awd 11/10/11	R
37	2110 RIP RIP RIP-TE RIP-TE RIP	Union City \$4,600 \$720 \$5,307 \$2,000 \$9,787	Union City Intermodal Station Con Con Con Con Con	07/08 05/06 05/06 06/07 06/07	Final Invoice/Report Final Invoice/Report Final Invoice/Report Final Invoice/Report Final Invoice/Report		NA NA NA NA NA	\$4.6M Allocated 9/5/07 \$720K Allocated 11/9/06 \$5,307K Allocated 11/9/06 \$2,000K Allocated 11/9/06 \$9,787K Allocated 11/9/06 6-Mo Ext App'd 9/23/10 for Accept Contract - Site Imps accepted 11/19/10	G

Notes:

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

Page 4 of 5

Alameda CTC Project Monitoring

STIP At Risk Report
2012 STIP Locally-Sponsored Alameda County Projects

Status Date: May 31, 2012

2010 STIP -Timely Use of Funds Provisions

The Timely Use of Funds and At Risk reports monitor 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	Timely Use of Funds Provision
Allocation	For all phases, by the end (June 30th) of the fiscal year identified in the STIP.
Construction Contract Award ¹	Within six (6) months of allocation.
Accept Contract (Construction)	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/Project Completion (Final Report of Expenditures)	For Env, PSE, & R/W funds, within 180 days (6 months) after the end of the FY in which the final expenditure occurred. For Con funds, within 180 Days (6 months) of contract acceptance.

Zone Criteria

The Timely Use of Funds and At Risk reports utilize 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/Project Completion (Final Report of Expenditures)	NA	NA	NA

Other Zone Criteria

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

Notes:

1. Statute requires encumbrance by award of a contract for construction capital and equipment purchase within twelve months of allocation. CTC Policy is six months.

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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

Recommendations:

It is recommended the Commission approve the attached Federal STP/CMAQ Program At Risk Report, dated May 31, 2012.

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 projects 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 was February 1, 2012 and the obligation deadline was April 30, 2012.

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

Attachments:

Attachment A: Federal STP/CMAQ Program At Risk Report

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Federal At Risk Report
 Federally-Funded Locally-Sponsored Alameda County Projects

Status Date: May 31, 2012

Red Zone Projects

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
1	SRTS1-04-001	Ala County	Fairview Elementary School Vicinity Improvements	SRTS	\$508	Con	10/11	Obligate Funds	Note 1	R	See Note 2	R
				SRTS	\$77	PE	Prior	Complete Closeout	03/31/14	G	Obligated 1/29/09	
2	HSIP2-04-024	Ala County	Castro Valley Blvd - Wisteria St Intersection and Frontage Improvements	HSIP	\$577	Con	11/12	Obligate Funds	Note 1	R	See Note 2	R
				HSIP	\$59	PE	Prior	Complete Closeout	03/31/14	G	Obligated 8/14/09	
				HSIP	\$63	R/W	Prior				Obligated 2/15/11	
3	HSIP2-04-027	Ala. County	Remove Permanent Obstacle along Shoulder (Foothill Road)	HSIP	\$427	Con	10/11	Submit Req for Auth	06/30/12	R	See Note 2	R
				HSIP	\$59	PE	Prior	Complete Closeout	09/30/14	G	Obligated 2/23/09	
4	ALA110007	Berkeley	City of Berkeley Transit Action Plan - TDM	CMAQ	\$10	Con	11/12	Obligate Funds	Note 1	R	Working with Caltrans and MTC to add to PE	R
				CMAQ	\$1,990	PE	10/11	Liquidate Funds	02/22/17	G	\$1,990 Obligated 2/22/11	
5	ALA110022	Berkeley	Berkeley - Sacramento St Rehab - Dwight to Ashby	STP	\$955	Con	10/11	Submit First Invoice	Note 1	R	\$955 Obligated 3/18/11	R
								Liquidate Funds	03/18/17	G	Contract Awd 7/19/11	
6	ALA110024	Dublin	Dublin Citywide Street Resurfacing	STP	\$547	Con	11/12	Advertise Contract	09/16/12	R	\$547 Obligated 3/16/12	R
								Award Contract	12/16/12	Y		
7	ALA110034	Dublin	West Dublin BART Golden Gate Drive Streetscape	CMAQ	\$580	Con	11/12	Obligate Funds	Note 1	R	RFA sub'd 2/1/12	R
				CMAQ	\$67	PE	10/11	Liquidate Funds	03/18/17	G	\$67 Obligated 3/18/11	
											TIP Amendment Pending	
8	ALA110012	Fremont	Fremont CBD/Midtown Streetscape	CMAQ	\$1,007	Con	11/12	Advertise Contract	09/27/12	R	\$1,007 Obligated 3/27/12	R
								Award Contract	12/27/12	Y		
				CMAQ	\$540	Con	10/11	Submit First Invoice	Note 1	R	\$540 Obligated 4/13/11	
				CMAQ	\$53	Con	10/11	Submit First Invoice	Note 1	R	\$53 Obligated 6/13/11	
								Liquidate Funds	04/13/17	G		
9	ALA110018	Fremont	Fremont Various Streets Pavement Rehabilitation	STP	\$3,138	Con	10/11	Award Contract	Note 1	R	\$3,138 Obligated 2/22/11	R
								Submit First Invoice	Note 1	R		
								Liquidate Funds	02/22/17	G		

Red Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Phase	FY	Req'd Activity	Date	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)				Req'd By			
10	HSIP1-04-005	Fremont	Install Median Barrier, Install Raised Median and Improve Delineation (Mowry)							
		HSIP	\$164	Con	11/12	Obligate Funds	Note 1	R	See Note 2	R
						Complete Closeout	03/31/14	G		
		HSIP	\$35	PE	Prior				Obligated 11/28/07	
11	HSIP3-04-006	Fremont	Paseo Padre Parkway - Walnut Ave and Argonaut Way							
		HSIP	\$458	Con	12/13	Submit Req for Auth	09/01/12	R	See Note 2	G
						Complete Closeout	12/02/14	G		
		HSIP	\$59	PE	Prior				Obligated 11/22/10	
12	ALA110019	Hayward	Hayward Various Arterials Pavement Rehab							
		STP	\$1,336	Con	10/11	Award Contract	Note 1	R	\$1,336 Obligated 2/23/11	R
						Submit First Invoice	Note 1	R		
						Liquidate Funds	02/23/17	G		
13	ALA110016	Newark	Newark - Cedar Blvd and Jarvis Ave Pavement Rehab							
		STP	\$682	Con	11/12	Advertise Contract	08/17/12	R	\$682 Obligated 2/17/12	Y
						Award Contract	11/17/12	R		
						Liquidate Funds	02/17/18	G		
14	ALA110006	Oakland	Various Streets Resurfacing and Bikeway Facilities							
		STP	\$3,492	Con	11/12	Advertise Contract	08/16/12	R	\$3,492 Obligated 2/16/12	R
						Award Contract	11/16/12	R		
		STP	\$560	PE	10/11	Liquidate Funds	02/22/17	G	\$560 Obligated 2/22/11	
15	SRTS2-04-007	Oakland	Multiple School (5 Schools) Improvements Along Major Routes							
		SRTS	\$802	Con	10/11	Obligate Funds	Note 1	R	To CT HQ 1/30/12	R
						Complete Closeout	03/31/14	G	See Note 2	
		SRTS	\$118	PE	Prior				Obligated 1/26/10	
16	ALA110031	Pleasanton	Pleasanton - Foothill/I-580/IC Bike/Ped Facilities							
		CMAQ	\$709	Con	11/12	Submit Req for Auth	Note 1	R		R
						Obligate Funds	Note 1	R		
17	ALA110021	Pleasanton	Pleasanton Various Streets Pavement Rehab							
		STP	\$876	Con	10/11	Submit First Invoice	Note 1	R	\$876 Obligated 4/14/11	R
						Liquidate Funds	04/14/17	G	Contract Awd 6/21/11	
18	ALA110010	Port	Shore Power Initiative							
		CMAQ	\$3,000	Con	11/12	Advertise Contract	08/16/12	R	\$3,000 Obligated 2/16/12	R
						Award Contract	11/16/12	R		
						Liquidate Funds	02/16/18	G		
19	ALA110027	San Leandro	San Leandro Downtown-BART Pedestrian Interface							
		CMAQ	\$4,298	Con	11/12	Advertise Contract	08/28/12	R	\$4,298 Obligated 2/28/12	R
						Award Contract	11/28/12	R		
		CMAQ	\$312	PE	10/11	Liquidate Funds	12/21/16	G	\$312 Obligated 12/21/10	

Federally-Funded Locally-Sponsored Alameda County Projects

Red Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title							
	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone	
20	ALA110028	Union City	Union City Blvd Corridor Bicycle Imp. Phase 1							
	CMAQ	\$860	Con	11/12	Advertise Contract	09/22/12	R	\$860 Obligated 3/22/12	R	
					Award Contract	12/22/12	R			
					Liquidate Funds	03/22/18	G			

Yellow Zone Projects

Index	TIP ID	Sponsor	Project Title							
	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone	
21	ALA090069	Ala County	Alameda County: Rural Roads Pavement Rehab							
	STP	\$1,815	Con	11/12	Advertise Contract	10/04/12	Y	\$1,815 Obligated 4/4/12	R	
					Award Contract	01/04/13	Y			
	STP	\$320	PE	10/11	Liquidate Funds	03/16/17	G	\$320 Obligated 3/16/11		
22	ALA110026	Ala County	Alameda Co - Central Unincorporated Pavement Rehab							
	STP	\$1,071	Con	11/12	Advertise Contract	10/04/12	Y	\$1,071 Obligated 4/4/12	R	
					Award Contract	01/04/13	Y			
	STP	\$50	PE	10/11	Liquidate Funds	03/23/17	G	\$50 Obligated 3/23/11		
23	ALA110030	Albany	Albany - Buchanan Bicycle and Pedestrian Path							
	CMAQ	\$1,702	Con	11/12	Award Contract	03/01/13	Y	\$1,702 Obligated 6/1/12	R	
24	ALA110035	Hayward	South Hayward BART Area/Dixon Street Streetscape							
	CMAQ	\$1,540	Con	11/12	Advertise Contract	10/04/12	Y	\$1,264 Obligated 4/4/12	R	
					Award Contract	01/04/13	Y	Amounts per Phase Adjusted		
	CMAQ	\$260	PE	10/11	Liquidate Funds	01/18/17	G	\$536 Obligated 1/18/11		
25	ALA110013	Livermore	Iron Horse Trail Extension in Downtown Livermore							
	CMAQ	\$1,566	Con	11/12	Advertise Contract	10/04/12	Y	\$1,241 Obligated 4/4/12 Partial amount obligated	R	
					Award Contract	01/04/13	Y	Advertise scheduled for June		
					Liquidate Funds	04/04/18	G	TLC Project Fed Aid (025)		
26	ALA110037	Livermore	Livermore Village Streetscape Infrastructure							
	STP	\$2,500	Con	11/12	Advertise Contract	11/16/12	Y	\$2,500 obligated 5/16/12	R	
					Award Contract	02/16/13	Y	Fed Aid (022)		
					Liquidate Funds	05/16/18	G			
27	ALA110029	Oakland	Oakland Foothill Blvd Streetscape							
	CMAQ	\$2,200	Con	11/12	Advertise Contract	10/04/12	Y	\$2,200 Obligated 4/4/12	R	
					Award Contract	01/04/13	Y			
					Liquidate Funds	04/04/18	G			

Federally-Funded Locally-Sponsored Alameda County Projects

Green Zone Projects

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
28	ALA110033	ACCMA	Alameda County Safe Routes to School									
		CMAQ			\$2,289	Con	10/11	Liquidate Funds	03/29/17	G	\$2,689 Obligated 3/29/11	G
		STP			\$400	Con	10/11	Liquidate Funds	03/29/17	G	Obligated w/ALA110009	
29	ALA110009	ACCMA	Bikemobile - Bike Repair and Encouragement Vehicle									
		CMAQ			\$500	Con	10/11	Liquidate Funds	03/29/17	G	\$500 Obligated 3/29/11 Obligated w/ALA110033	G
30	ALA110025	Alameda	Alameda - Otis Drive Rehabilitation									
		STP			\$837	Con	10/11	Accept Contract	05/17/14	G	\$837 Obligated 3/8/11	G
								Liquidate Funds	03/08/17	G	Awarded 5/17/11	
31	HSIP4-04-002	Alameda	Shoreline Dr - Westline Dr - Broadway Improvements									
		HSIP			\$348	Con	11/12	Submit Req for Auth	10/11/13	G	See Note 2	G
								Complete Closeout	01/12/16	G		
		HSIP			\$68	PE	11/12	Liquidate Funds	07/12/15	G	\$68 Obligated 1/18/12	
32	HSIP4-04-010	Alameda	Park Street Operations Improvements									
		HSIP			\$607	Con	11/12	Submit Req for Auth	01/12/14	G	See Note 2	G
								Complete Closeout	04/12/16	G		
		HSIP			\$126	PE		Liquidate Funds	10/12/15	G	\$126 Obligated 1/18/12	
33	ALA030002	Ala County	Vasco Road Safety Improvements Phase 1A									
		STP			\$2,250	Con	07/08	Liquidate Funds	08/31/16	G	Contract awarded 6/7/11 \$2,250 Obligated 8/31/10	G
34	SRTS1-04-002	Ala County	Marshall Elementary School Vicinity Improvements									
		SRTS			\$450	Con	12/13	Submit Req for Auth	01/01/13	G	See Note 2	G
								Complete Closeout	04/01/15	G		
		SRTS			\$50	PE	Prior			G	Obligated 12/7/10	
35	H3R1-04-031	Ala County	Patterson Pass Road - PM6.4 Widen or Improve Shoulder									
		HBRR			\$717	Con	12/13	Submit Req for Auth	09/30/13	G	See Note 2	G
								Complete Closeout	12/31/15	G		
		HBRR			\$101	PE	Prior	Liquidate Funds	06/30/15	G		
36	ALA110039	Albany	Albany - Pierce Street Pavement Rehabilitation									
		STP			\$117	Con	10/11	Liquidate Funds	05/02/17	G	Contract Awd 7/12/11 \$117 Obligated 5/2/11	G
37	ALA090068	BART	MacArthur BART Plaza Remodel									
		CMAQ			\$626	Con	10/11				\$626 Obligated 3/16/11 Transferred to FTA Grant	G

Green Zone Projects (cont.)

Index	TIP ID	Sponsor		Project Title		Date	Zone	Notes	Prev Zone
		Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity			
38	ALA110032	BART		Downtown Berkeley BART Plaza/Transit Area Imps.					
		CMAQ	\$706	PE	10/11			\$706 Obligated 3/16/11	G
		CMAQ	\$1,099	Con	10/11			\$1,099 Obligated 3/16/11 Transferred to FTA Grant	
39	ALA110038	BART		BART - West Dublin BART Station Ped Access Imps					
		CMAQ	\$21	PE	10/11			\$21 Obligated 2/2/11	G
		CMAQ	\$839	Con	10/11			\$839 Obligated 2/2/11 Transferred to FTA Grant	
40	HSIP2-04-018	Fremont		Replace Concrete Poles with Aluminum in Median (Paseo Parkway)					
		HSIP	\$299		Prior	Complete Closeout	03/31/14	G See Note 2	G
						Liquidate Funds	09/30/13	G	
41	HSIP3-04-005	Fremont		Paseo Padre Parkway - Walnut to Washington - Replace Poles					
		HSIP	\$120	Con	12/13	Complete Closeout	12/02/14	G \$120 Obligated 2/16/12	
		HSIP	\$23	PE	Prior			Obligated 11/18/10	
42	HSIP4-04-020	Fremont		Fremont Blvd / Eggers Dr					
		HSIP	\$275	Con	13/14	Submit Req for Auth	10/11/13	G See Note 2	G
						Complete Closeout	01/12/16	G	
			\$41	PE	Prior			Obligated 11/8/11	
43	HSIP4-04-022	Fremont		Fremont Blvd / Alder Ave					
		HSIP	\$348	Con	13/14	Submit Req for Auth	10/11/13	G See Note 2	G
						Complete Closeout	01/12/16	G	
			\$43	PE	Prior			Obligated 11/8/11	
44	HSIP2-04-009	Hayward		Carlos Bee Blvd between West Loop Rd and Mission Blvd					
		HSIP	\$725		Prior	Complete Closeout	03/31/14	G See Note 2	G
						Liquidate Funds	09/30/13	G Obligated 6/18/10	
45	ALA110015	Livermore		Livermore Downtown Lighting Retrofit					
		CMAQ	\$176	Con	10/11	Liquidate Funds	04/04/17	G \$176 Obligated 4/4/11 Billing 1 dated 2/22/12 Fed Aid (024)	R
46	ALA110023	Livermore		Livermore - 2011 Various Arterials Rehab					
		STP	\$1,028	Con	10/11	Liquidate Funds	03/21/17	G \$1,028 Obligated 3/21/11 Billing 1 dated 2/22/12 Fed Aid (023)	R
47	ALA110014	Oakland		Oakland - MacArthur Blvd Streetscape					
		CMAQ	\$1,700	Con	10/11	Liquidate Funds	04/27/17	G \$1.7M Obligated 4/27/11 Contract Dated 8/19/11	G
48	HSIP2-04-004	Oakland		West Grand at Market, Macarthur at Fruitvale & Market at 55th Improvements					
		HSIP	\$223	Con	11/12	Complete Closeout	09/30/14	G See Note 2	G
						Liquidate Funds	03/30/14	G Obligated 6/30/11	

Green Zone Projects (cont.)

Index	TIP ID	Sponsor	Project Title	Source	Prog'd Amount (\$x 1,000)	Phase	FY	Req'd Activity	Date Req'd By	Zone	Notes	Prev Zone
49	HSIP2-04-005	Oakland	Various Intersections Pedestrian Improvements	HSIP	\$81	Con	11/12	Complete Closeout	09/30/14	G	See Note 2	G
								Liquidate Funds	03/30/14	G	Obligated 7/8/11	
50	HSIP4-04-005	Oakland	San Pablo Ave - West St - W. Grand Ave Intersections	HSIP	\$345	Con	13/14	Submit Req for Auth	12/13/13	G	See Note 2	G
					\$71	PE	Prior	Complete Closeout	03/13/16	G	Obligated 1/23/12	
51	HSIP4-04-011	Oakland	Bancroft Ave - 94th Ave Improvements	HSIP	\$398	Con	13/14	Submit Req for Auth	10/11/13	G	See Note 2	G
					\$87	PE	Prior	Complete Closeout	01/12/16	G	Obligated 1/23/12	
52	HSIP4-04-012	Oakland	Hegenberger Rd Intersections	HSIP	\$738	Con	13/14	Submit Req for Auth	10/11/13	G	See Note 2	G
					\$162	PE	Prior	Complete Closeout	01/12/16	G	Obligated 1/25/12	
53	SRTS1-04-014	Oakland	Intersection Improvements at Multiple School (5 Elem. + 1 Middle)	SRTS	\$700		Prior	Complete Closeout	03/31/14	G	See Note 2	G
								Liquidate Funds	09/30/13	G		
54	ALA110020	San Leandro	San Leandro - Marina Blvd Rehabilitation	STP	\$807	Con	10/11	Liquidate Funds	03/29/17	G	\$807 Obligated 3/29/11 Contract Awd 5/5/11	G
55	HSIP4-04-015	San Leandro	Washington Ave / Monterey Blvd	HSIP	\$307	Con	13/14	Submit Req for Auth	01/12/14	G	See Note 2	G
					\$66	PE	Prior	Complete Closeout	04/12/16	G	Obligated 12/15/11	
56	HSIP1-04-001	San Leandro	Washington Ave - Estabrook St Intersection	HSIP	\$409		Prior	Liquidate Funds		NA	Revised FROE 10/25/10	G
57	ALA110017	Union City	Union City - Dyer Street Rehabilitation	STP	\$861	Con	10/11	Liquidate Funds	04/13/17	G	\$861 Obligated 4/13/11 Contract Awd 6/14/11	G
58	ALA110036	Union City	Union City BART East Plaza Enhancements	CMAQ	\$4,450	Con	10/11	Liquidate Funds	02/02/17	G	\$4,450 Obligated 2/2/11 Contract Awd 6/28/11	R

Notes:

- 1 MTC Reso 3606 deadline or the Safety Program Monitoring date is before the status date of this report. Sponsor is working with Caltrans, MTC and Alameda CTC to expedite/complete the 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.

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

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

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

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

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

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

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

Notes:

- ¹ Approval in the TIP: For administrative/ minor TIP Amendments it is the date of Caltrans approval. For formal TIP Amendments, it is the date of FHWA approval.
- ² Per DOT letter from Caltrans Local Assistance to MPOs, regarding "Procedural Changes in Managing Obligations", dated 9/15/05.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: Approval of CMA Exchange Program Quarterly Status Monitoring Report

Recommendations

It is recommended the Commission approve the attached Quarterly Status Report for CMA Exchange projects, dated May 31, 2012.

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. A total of \$7.5 million of revenue has been received from Union City, CMA Exchange project number 11, since the March 2012 report.

Attachments

Attachment A: CMA Exchange Projects Quarterly Status Report

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CMA Exchange Program - Status Report
May 31, 2012

Index	CMA Exchange Project Number	Sponsor	Project	Exchange Fund Source	Exchange Amount	Amount Rec'd (as of 4/19/12)	Amount to be received	Estimated Payback Date (full amount)	Agreement Status ¹
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 Imps	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	6/30/12	D
7	Ex 16	ACTIA	I-580 Castro Valley I/C Imps	STP	\$ 1,000,000	\$ 1,000,000	\$ -	Done	E
8	Ex 17	ACTIA	I-580 Castro Valley I/C Imps	STIP-RIP	\$ 1,300,000	\$ 1,147,545	\$ 152,455	12/31/12	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 21	Fremont	Federal Block Grant LSR	STP	\$ 207,900	\$ -	\$ 207,900	12/31/12	N
17	Ex 9	Livermore	Isabel Interchange	STIP-RIP	\$ 3,600,000	\$ 3,600,000	\$ -	Done	E
18	Ex 10	MTC	East Dublin County BART	STP	\$ 750,000	\$ 750,000	\$ -	Done	E
19	Ex 11	Union City	UC Intermodal Station	STIP-RIP	\$ 9,314,000	\$ 9,314,000	\$ -	Done	E
Totals:					\$ 78,840,080	\$ 69,444,875	\$ 9,395,205		

Notes:

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

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

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

Recommendation:

It is recommended the Commission approve the TFCA At Risk Report, dated May 31, 2012.

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. There were three projects that had been in the Red Zone for the PPC meeting, but all three have since been moved to the Green Zone following the execution of funding agreements in mid June.

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 33 active projects, 19 of which are listed under the report’s Green Zone and do not have required activities due for eight months or more. Most of the 14 projects in the Yellow Zone have expenditure deadlines between October and December 2012. There were three projects that had been in the Red Zone for the PPC meeting, but all three have since been moved to the Green Zone following the execution of funding agreements in mid June. As noted at the end of the report, two projects have been completed and will be removed from the next At Risk report.

Attachments:

Attachment A: TFCA Program Manager Fund At Risk Report

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TFCA County Program Manager Fund

At Risk Report

Report Date: May 31, 2012

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
RED ZONE (Milestone deadline within 4 months) <i>There are no Red Zone projects this report.</i>							
YELLOW ZONE (Milestone deadline within 5-7 Months)							
07ALA06	BART	Multi-Jurisdiction Bike Locker Project	TFCA Award	Agreement Executed	1/1/08	3/8/08	2nd deadline extension approved 10/28/10 Expenditures complete FMR received Final Invoice to be received
			\$ 275,405	Project Start	2/1/08	Feb-08	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ 6,403	FMR	Mar-12	Mar-12	
				Expend Deadline Met?	12/22/11	Yes	
08ALA01	ACCMA	Webster Street Corridor Enhancements Project	TFCA Award	Agreement Executed	1/8/09	12/16/08	Expenditure deadline Dec '12 2nd extension approved 10/27/11 Expenditures not complete FMR Due Mar '13
			\$ 420,000	Project Start	Jan-09	Jun-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 231,161	FMR	Mar-13		
				Expend Deadline Met?	12/22/12		
08ALA02	BART	Castro Valley BART Station Bicycle Lockers	TFCA Award	Agreement Executed	1/31/09	2/12/09	1st deadline extension approved 10/28/10 Expenditures complete FMR received Final Invoice to be received
			\$ 66,500	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12		
			\$ -	FMR	Mar-12	Mar-12	
				Expend Deadline Met?	12/22/11	Yes	
09ALA01	ACCMA	Webster St SMART Corridors	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditure deadline Dec '12 Expenditures not complete FMR Due Mar '13 1st extension approved 10/27/11
			\$ 400,000	Project Start	Oct-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 241,071	FMR	Mar-13		
				Expend Deadline Met?	12/22/12		
10ALA01	Alameda County	Fairmont Campus to BART Shuttle (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	02/08/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 110,000	Project Start	Mar-11	Jan-11	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 46,041	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA02	Alameda CTC	I-80 Corridor Arterial Management	TFCA Award	Agreement Executed	2/17/11	07/09/10	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 100,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 92,245	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		
			\$ 262,250	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		
			\$ 125,800	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		

TFCA County Program Manager Fund

At Risk Report

Report Date: May 31, 2012

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
YELLOW ZONE (Milestone deadline within 5-7 Months), continued							
10ALA06	Oakland	Webster/Franklin Bikeway Project	TFCA Award	Agreement Executed	2/17/11	01/20/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 90,000	Project Start	Mar-11	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA07	Pleasanton	Pleasanton Trip Reduction Program (FY 10/11)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 52,000	Project Start	Mar-11	Aug-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
10ALA08	AC Transit	TravelChoice-New Residents (TCNR)	TFCA Award	Agreement Executed	2/17/11	01/05/11	Expenditure deadline Oct '12 Expenditures not complete FMR Due Jan '13
			\$ 165,000	Project Start	Mar-11		
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 2,583	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
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		
			\$ 52,859	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		
			\$ 56,519	FMR	Jan-13		
				Expend Deadline Met?	10/28/12		
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	Expenditures complete Final Invoice paid FMR Due Feb '13 (Required 2-year post-project reporting due Feb 2013)
			\$ 174,493	Project Start	Apr-09	Jul-09	
			TFCA Expended	Final Reimbursement	12/31/11	07/29/11	
			\$ 174,493	FMR	Feb-13		
				Expend Deadline Met?	12/22/10	Yes	
09ALA07	AC Transit	Easy Pass Transit Incentive Program	TFCA Award	Agreement Executed	1/7/10	12/03/09	Expenditure deadline Jan '13 Expenditures not complete FMR Due Mar '13 1st extension approved 10/27/11
			\$ 350,000	Project Start	Sep-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ 141,061	FMR	Mar-13		
				Expend Deadline Met?	01/13/13		
09ALA08	ACCMA	Guaranteed Ride Home Program (FYs 09/10 & 10/11)	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditures complete FMR received Final Invoice to be paid
			\$ 280,000	Project Start	Nov-09	Nov-09	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Mar-12	Apr-12	
				Expend Deadline Met?	01/13/12	Yes	
09ALA10	ACCMA	Bike to Work Day Marketing and Survey	TFCA Award	Agreement Executed	1/7/10	7/7/09	Expenditures complete FMR received Final Invoice to be paid
			\$ 96,000	Project Start	Mar-10	Mar-10	
			TFCA Expended	Final Reimbursement	12/31/13		
			\$ -	FMR	Mar-12	Apr-12	
				Expend Deadline Met?	01/13/12	Yes	

TFCA County Program Manager Fund

At Risk Report

Report Date: May 31, 2012

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
GREEN ZONE (Milestone deadline beyond 7 months), continued							
11ALA01	Alameda	Park Street Corridor Operations Improvement	TFCA Award	Agreement Executed	1/5/12	06/13/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 230,900	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA02	Alameda County	Mattox Road Bike Lanes	TFCA Award	Agreement Executed	1/5/12	01/24/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 40,000	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA03	Albany	Buchanan Bike Path	TFCA Award	Agreement Executed	1/5/12	06/01/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 100,000	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA04	Cal State - East Bay	CSUEB - 2nd Campus to BART Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 194,000	Project Start	Dec-12	Aug-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 41,786	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA05	Cal State - East Bay	Transportation Demand Management Pilot Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 52,000	Project Start	Dec-12	Sep-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA06	Fremont	North Fremont Arterial Management	TFCA Award	Agreement Executed	1/5/12	01/04/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 256,000	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA07	Hayward	Post-project Monitoring/ Retiming activities for Arterial Mgmt project 10ALA04	TFCA Award	Agreement Executed	1/5/12	06/01/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 50,300.00	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA08	Hayward	Clawiter Road Arterial Management	TFCA Award	Agreement Executed	1/5/12	02/27/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 190,000.00	Project Start	Dec-12	Feb-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA09	Oakland	Traffic Signal Synchronization along Martin Luther King Jr. Way	TFCA Award	Agreement Executed	1/5/12	03/08/12	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 125,000	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		

TFCA County Program Manager Fund

At Risk Report

Report Date: May 31, 2012

<u>Project No.</u>	<u>Sponsor</u>	<u>Project Title</u>	<u>Balances</u>	<u>Required Activity</u>	<u>Date Due</u>	<u>Activity Completed (Date or Y/N)</u>	<u>Notes</u>
GREEN ZONE (Milestone deadline beyond 7 months), continued							
11ALA10	Oakland	Broadway Shuttle - 2012 Daytime Operations	TFCA Award	Agreement Executed	1/5/12	05/07/12	Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 52,154	Project Start	Dec-12	Jan-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 13,039	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA11	Pleasanton	Pleasanton Trip Reduction Program (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 52,816	Project Start	Dec-12	Sep-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA12	San Leandro	San Leandro LINKS Shuttle (FYs 11/12 & 12/13)	TFCA Award	Agreement Executed	1/5/12	11/08/11	Project to start by Dec '12 Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 59,500	Project Start	Dec-12		
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
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 Nov '13 FMR due date Feb '14
			\$ 245,000	Project Start	Dec-12	Jan-12	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ -	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA14	LAVTA	Route 9 Shuttle BART/Hacienda Business Park (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 42,947	Project Start	Dec-12	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 37,328	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
11ALA15	LAVTA	Route 10 - Dublin/Pleasanton BART to Livermore ACE Station (FY 11/12)	TFCA Award	Agreement Executed	1/5/12	10/24/11	Expenditure deadline Nov '13 FMR due date Feb '14
			\$ 141,542	Project Start	Dec-12	Jul-11	
			TFCA Expended	Final Reimbursement	12/31/14		
			\$ 92,710	FMR	Feb-14		
				Expend Deadline Met?	11/14/13		
Completed Projects (will be removed from the next monitoring report)							
09ALA04	Berkeley	Citywide Bicycle Parking Program	TFCA Award	Agreement Executed	1/7/10	1/5/10	Expenditures complete FMR received Final Invoice paid \$1,470 relinquished
			\$ 45,417	Project Start	Mar-10	Jul-10	
			TFCA Expended	Final Reimbursement	12/31/13	Apr-12	
			\$ 45,417	FMR	Mar-12	Mar-12	
				Expend Deadline Met?	01/13/12	Yes	
08ALA03	Berkeley	9th Street Bicycle Boulevard	TFCA Award	Agreement Executed	1/8/09	1/14/09	Expenditures complete FMR received Final Invoice paid \$2,044 relinquished
			\$ 245,272	Project Start	Jan-09	Jan-09	
			TFCA Expended	Final Reimbursement	12/31/12	Apr-12	
			\$ 245,272	FMR	Mar-12	Mar-12	
				Expend Deadline Met?	12/22/11	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: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

RE: **Approval of Transportation Fund for Clean Air (TFCA) Draft FY 2012/13 Program**

Recommendation:

It is recommended the Commission approve the TFCA Draft FY 2012/13 draft program. Attachment A details the draft program.

Summary:

A total of \$364,982 in TFCA funding is available to program to projects for FY 2012/13. Six applications were received requesting a total of \$451,484. The draft program is based on the initial project evaluation for TFCA eligibility and cost-effectiveness and staff will confirm project eligibility and cost effectiveness prior to the approval of a final program.

Information:

TFCA is a local fund source of the Bay Area Air Quality Management District (Air District). As the TFCA program manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the four dollar vehicle registration fee that is collected in Alameda County for this program. Eligible projects are those that conform to the provisions of the TFCA Guidelines and meet the requirement of achieving a cost-effectiveness, on an individual project basis, of equal to or less than \$90,000 of TFCA funds per ton of total reactive organic gases (ROG), oxides of nitrogen (NO_x), and weighted particulate matter 10 microns in diameter and smaller (PM₁₀) emissions reduced (\$TFCA/ton emissions reduced). Additionally, TFCA funded projects are required to collect data for monitoring requirements and submit annual and final project reports.

Per the current Alameda CTC TFCA Guidelines, 70% of the available funds are to be allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. The remaining 30% of the funds are to be allocated to transit-related projects on a discretionary basis. A city or the county, with approval from the Alameda CTC Board, may choose to roll its annual "70%" allocation into a future program year. Since all available TFCA funds are to be programmed each year, a jurisdiction may borrow against its projected future year share in order to use rolled over funds in the current year. The preferred minimum TFCA request is \$50,000.

The Fund Estimate for the FY 2012/2013 program includes approximately \$1,775,000 in new programming capacity. This amount includes the five percent of available funding that is

reserved for program administration. A total of \$1,430,000 of the FY 12/13 funding was previously programmed by the Alameda CTC in January 2012. The remaining \$364,982 available to program has been prioritized for transit and program operations. Consistent with this prioritization, all of the received funding requests are from current TFCA projects.

Attachment A details the draft program. Staff continues to work with Sponsors and Air District staff to confirm project eligibility and cost effectiveness. A primary consideration in the amount of TFCA funding recommended for each project is the result of a project's cost-effectiveness evaluation.

The FY 2012/13 Expenditure Plan, which determines the amount of TFCA funding available to program was adopted by the Air District May 2, 2012. The Air District's programming guidelines allow up to 6 months from the date of the Air District's approval of the Expenditure Plan to approve additional projects if a balance of funds remains. Any remaining balance not programmed by the end of the 6-month period, November 2, 2012, will be returned to the Air District. A final FY 12/13 program recommendation is scheduled to be considered in July.

Attachments:

Attachment A: TFCA FY 2012/13 Draft Program

**FY 2012/13 TFCA County Program Manager Fund
Draft Program**

Sponsor	Project Name	Project Description	Total Project Cost	TFCA \$ Requested	TFCA \$ Recommended	Draft Cost-effectiveness
30% Transit Discretionary Share						
California State University, East Bay	CSUEB Second (Peak Hours) Shuttle - Increased Service Hours	The shuttle connects the Cal State University East Bay campus to the Hayward BART station. TFCA currently funds a second shuttle bus for peak hour service from 7am-10am and 3pm-7pm. TFCA request is for expansion of service hours for the second shuttle to include operations during 10am - 3pm, allowing for continuous operations from 7am - 7pm for FY12/13.	\$313,350	\$56,350	\$ 56,350	\$51,290
LAVTA	Route 10 Service - BART to ACE to LLNL	Route 10 provide service between Dublin/Pleasanton BART, Livermore ACE and Lawrence Livermore Lab (LLNL). Route operates 7 days/week. TFCA request is for FY 12/13 operations.	\$4,301,183	\$100,000	\$ 100,000	\$18,991
LAVTA	Route 53 ACE Shuttle Service	Local feeder bus service that provides service to the Altamont Commuter Express (ACE) Pleasanton Station and the West Dublin/Pleasanton BART Station, and the Stoneridge mall. TFCA request is for FY 12/13 operations.	\$136,718	\$34,180	\$ 34,180	\$51,507
LAVTA	Route 54 ACE Shuttle Service	Local feeder bus service that provides service between the Altamont Commuter Express (ACE) Pleasanton Station, the Dublin/Pleasanton BART Station and major employment centers including Stoneridge Mall, Bernal Business Park and Hacienda Business Park. TFCA request is for FY 12/13 operations.	\$149,198	\$37,299	\$ 37,299	\$21,768
City of Oakland	Broadway Shuttle - Fri and Sat evening Extended Service	The Free Broadway Shuttle operates between the Jack London Oakland Amtrak Station and Broadway at 27th Street at 1-16 minute frequencies Monday-Thursday 7am-7pm; Friday 7am-1am; and Saturday 6pm-1am. TFCA request is for a second year of Fri-Sat evening service operations.	\$166,148	\$166,148	\$23,500	\$88,258
City of Pleasanton	Pleasanton Trip Reduction Program	The project consists of a three-pronged approach to reducing trips including employer-based, residential-based and school-based programs. The project includes monitoring efforts through surveys. TFCA request is for FY 12/13 program operations.	\$179,000	\$57,507	\$57,507	\$71,093
Subtotal			\$5,245,597	\$451,484	\$ 308,836	
			TFCA Balance Available	\$364,982	\$364,982	
			(Over)/Under Amount Available	(\$86,502)	\$ 56,146	

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of Measure B Countywide Discretionary Funding (CDF) Grant Extension requests; Bike Safety Education Program and Tri-City Senior Walks Club Program**

Recommendation

It is recommended that the Commission take the following actions related to the extension of two existing Measure B Countywide Discretionary Grant-funded programs. (East Bay Bicycle Coalition's Bike Safety Education Program and City of Fremont's Tri-City Senior Walks Club Program)

1. Approve extending above referenced Measure B Bicycle/Pedestrian program grants for one year, to June 30, 2013.
2. Allocate up to \$128,000 in additional funding to continue operations, as shown below:
 - a. Bicycle Safety Education Program (grant # A09-0025), for up to \$100,000.
 - b. Tri-City Senior Walk Clubs (grant # A09-0026), for up to \$28,000.

Summary

Staff is recommending that two of the currently operating CDF grant-funded programs receive a one year time extension, with additional funding to continue operations at the current levels: the Bicycle Safety Education program (operated by the East Bay Bicycle Coalition) for up to \$100,000 and the Tri-City Senior Walk Clubs (operated by the City of Fremont) for up to \$28,000.

Background

The Measure B Bicycle and Pedestrian Safety Fund includes funding for a competitive grant program, called the Bicycle/Pedestrian Countywide Discretionary Fund (CDF). To date, there have been four funding cycles, the last of which was Cycle 4, which was allocated in 2009. The Bicycle Safety Education program (operated by the East Bay Bicycle Coalition) and the Tri-City Senior Walk Clubs (operated by the City of Fremont) were allocated CDF grants in the last funding cycle (Cycle 4). Both these programs were originally scheduled to end on June 30, 2011. As there was no funding cycle in fall 2010 due to lower funding amounts as a result of the

economic downturn, neither of these programs were able to apply and compete for continued Measure B funding. Without funding, the programs would have to stop operating or severely reduce services. At the May 2011 meeting, the Alameda CTC Commission extended grant funding for both of these programs through June 30, 2012. The Bike Safety Program was granted an extension of up to \$100,000 and the Tri-City Walk Club Program was granted an extension of up to \$25,000.

The call for projects for Measure B CDF Cycle 5 is proposed to be released in Fall 2012. In order to continue ongoing operations of both programs, staff recommends extending these programs for another year.

Bicycle Safety Education: The current grant program provides bicycle safety education classes through a variety of classroom and on-road classes primarily to adults and also to some children. The program operates throughout the county.

On March 23, 2012, the EBBC requested a one year extension and proposed a scope of work for the next fiscal year (Attachment A). Because this is considered a program that provides a core service of bicycle safety education to county residents, staff recommends extending the program for one year with up to \$100,000 in CDF funds. The proposed level of funding is consistent with last year's grant extension recommended by the BPAC and approved by the Alameda CTC Board in May 2011. While the Board authorized up to \$100,000 in FY 2011/12, \$44,983 in Measure B funds were allocated which was combined with \$55,017 in grant funds rolled over from the initial bicycle safety education grant, totaling a \$100,000 program for the fiscal year.

Tri-City Senior Walk Clubs: This program, originally approved under cycle 4 funding , proposed to establish 12 walking clubs that teach seniors in the Fremont, Newark and Union City area, safe walking skills and encourage them to walk more through a 16-week course. Last year the program was extended for a year and six new walking courses were offered, expanding the program to a total of 20 walking courses offered. This program has been highly successful over the past 2.5 years of operations. Staff has confirmed that the project sponsor (City of Fremont) would like to continue the program in the upcoming fiscal year. Staff recommends extending the program for one year with up to \$28,000 in CDF funds.

Staff has been working with the City of Fremont to determine what would be offered in this fourth year of funding. The project sponsor would add an additional eight walking clubs, bringing the total to 28 clubs over a four year period.

Fiscal Impacts:

The one-year extension of the two grants will allocate up to \$128,000 in Measure B Bicycle and Safety Funds, to come from the Bicycle/Pedestrian Countywide Discretionary Fund.

Attachments

Attachment A: Bicycle Safety Education Program: Year 4 Funding Request

Attachment B: Summary Report and Recommendations for Tri-City Senior Walk Clubs Program



EAST BAY BICYCLE COALITION

Working for safe, convenient and enjoyable bicycling for all people in the East Bay

March 23, 2012

Vivek Bhat
Senior Transportation Engineer
Alameda County Transportation Commission
1333 Broadway, Suite 300
Oakland, CA 94612

Re: Extension of Bicycle Safety Education Program A90-0025 for 2012 – 2013 Grant Year

Dear Vivek,

I am following up on your conversations with Dave Campbell on extending our current contract beyond the expiration of the current grant cycle on June 30, 2012, for an additional year. We propose a new year of funding from July 1, 2012 to June 30, 2013 at the same level of funding of \$100,000 per year.

We have committed funding through Safe Routes to School for Kids Bike Rodeos and Family Cycling Workshops for Alameda County. We also anticipate the renewal of contracts with University of California Berkeley and California State University East Bay Hayward for additional Traffic Skills 101 classes and Lunchtime Commute Workshops. Based on this funding we propose offering the following classes/programs for the 2012-2013 grant year:

Bicycle Safety Education Programs proposed for Alameda County July 2012 to June 2013

Program:	Proposed ACTC funding	Other committed funding	Anticipated funding	Total Programs
Traffic Skills 101 Classroom (3.5 hrs)	22		4	26
Traffic Skills 101 Classroom (2 hrs)	0		14	14
Traffic Skills 101 Road Courses	6		1	7
Lunchtime Commute Workshops (1 hr)	15		8	23
How to Ride a Bike	3			3
Family Cycling Workshops	5	4		9
Train the Trainer	2			2
Skillz Drills Rodeos	4	6		10
Mock City Rodeo	3			3
Total Programs	60	10	27	97

Total Program Budget \$ 100,000 \$ 30,000 \$ 9,500 \$ 139,500

Thank you for your help in extending our contract for the 2012-2013 grant year.

Sincerely,


Renee Rivera
Executive Director

Bicycle Safety Education Programs proposed for Alameda County July 2012 to June 2013

Alameda CTC Proposed Programs and Targets 2012-2013

Bicycle Safety Education Program									
Performance Measure	Attendees Target	Proposed # of Programs	Other Committed Attendees	Other Committed Programs	Anticipated Funding Attendees	Anticipated Funding Programs	Total Attendees	Total Programs	
Day 1, Adult Bicycle Safety Classes (English, Spanish and Chinese) 3.5 hour class	300	22	0	0	0	0	300	22	
Day 1, Adult Bicycle Safety Classes (English) 2 hour class	0	0	0	0	168	14	168	14	
Day 2, Adult Bicycle Safety Road Classes 5.5 hour class	90	6	0	0	15	1	105	7	
Number of attendees at all Family Cycling Workshops	125	5	100	4	0	0	225	9	
Number of attendees at all How-to-Ride-a-Bike Classes	30	3	0	0	0	0	30	3	
Number of trained Bike Instructors	30	2	0	0	0	0	30	2	
Number of attendees at all Lunchtime workshops	180	15	0	0	80	8	260	23	
Number of attendees at all Kids Skillz Drills Bike Rodeos	140	4	210	6	0	0	350	10	
Number of attendees at all Kids Mock City Bike Rodeos	s	3	0	0	0	0	180	3	
Totals	895	60	310	10	263	23	1648	93	
Total Program Budget	\$100,000		\$30,000		\$9,500		\$139,500		



Human Services Department – Paratransit Program
3300 Capitol Avenue, P.O. Box 5006
Fremont, CA 94537-5006
510 574-2053 phone / 510-574-2054 fax
www.fremont.gov

April 2, 2012

Vivek Bhat
Alameda County Transportation Commission (Alameda CTC)
1333 Broadway, Suite 300
Oakland, CA 94612
510.208.7454 (Direct)

Dear Mr. Bhat:

This letter is a follow-up to my telephone conversation with you last week regarding a request for continued funding of the Tri-City Senior Walk Club Program (Alameda CTC Agreement # A09-0026) for Fiscal Year 2012 – 2013. The City of Fremont is requesting an extension of our current agreement with the Alameda CTC and an additional \$28,000 to fund program activities for next fiscal year.

With the additional funding the City of Fremont in conjunction with our community program partner, Generations Community Wellness, will implement eight (8) sixteen week Walk This Way Program sessions and provide support and continuing education for the team of peer leaders who are facilitating weekly, alumni group sessions for program graduates.

Attached please find the program's summary report and recommendations for the BPAC and CTC staff to consider in evaluating the request for service agreement extension and additional funding.

Please feel free to contact me at (510) 574-2033 or via email (sfong@fremont.gov) if there are any questions related to this request. I plan to be present for the BPAC meeting on April 12th.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Fong".

Shawn Fong
Program Manager

TRI-CITY WALK THIS WAY PROGRAM

SUMMARY REPORT AND RECOMMENDATIONS

The Tri-City Senior Walk Clubs program, currently implemented as the Tri-City Walk This Way Program, is in its third year of operation. The Program is a collaboration between the City of Fremont and Generations Community Wellness, a non-profit organization whose mission focuses on promoting physical fitness for all age groups, including older adults.

The Walk This Way Program currently uses a 16 week curriculum. Older adults at each program site meet weekly with a certified fitness instructor for a 90 minute session that includes an educational discussion, warm up exercises, walking, games that promote balance, coordination, strength, flexibility and brain fitness, and cool down exercises. The curriculum is broken down into four major sections:

- 1) How to improve physical fitness, including endurance, balance, strength and flexibility;
- 2) How good nutrition plays a critical role in living a healthy lifestyle;
- 3) How physical activity is directly tied to the prevention and management of chronic health conditions; and,
- 4) How walking is one mode of travel and how community mobility is dependent on pedestrian safety, driving safety, accessible community transportation options for seniors and persons with disabilities, and infrastructure design that meets the needs of pedestrians and bicyclists as well as drivers.

During the eighth or ninth week of the program, the fitness instructor leads the class on a walk to a farmers market or local grocery store for an educational session on nutrition/healthy eating and pedestrian safety.

Feedback from the participants has been extremely positive with 100% of participants rated their overall experience of the Walk This Way Program as “excellent” or “good”. Over 90% of participants improved their fitness level over the course of the program. (For more details, please refer to survey and assessment results included in past progress reports).

To date, the Walk This Way Program has accomplished the following:

- 17 program sessions of the Walk This Way Program have been completed, including 2 program sessions that were specifically targeted to ethnic minority communities (one Chinese/Mandarin-speaking and one Afghan/Farsi-speaking). Sessions have an average of 20 participants.

- 4 Program sessions are currently underway at the Newark Silliman Center, Union City Kennedy Center, Fremont Centerville Community Center and Fremont Centerville Presbyterian Church.
- Peer leaders were recruited and trained and are now leading Walk This Way Alumni Groups (continuing program for graduates of the 16-week program session) at the following locations: Newark Senior Center, Fremont Senior Center, Union City Senior Center, Afghan Elderly Association and Tropics Mobile Home Park in Union City.
- An “alumni” Walk This Way special healthy living celebration event was held in January 2012, in which 86 program graduates attended and learned new exercises, including strength training exercises with exercise bands.

SUMMARY OF LESSONS LEARNED

The Walk This Way Program model we are currently employing has been extremely successful at helping older adults start and maintain a physical activity program that focuses on not just walking but an inclusive framework of exercise, nutrition and walking, including “pleasure” walking and walking as a mode of travel.

Because the program takes a holistic view of health and community mobility for older adults, we have also seen high participation in other programs that are promoted alongside our Walk This Way Program. Participants have participated in such “adjunct” programs as:

- Older Driver Safety Workshops
- Travel Training Workshops: Two-day workshops with classroom instruction that covers topics such as the use of Clipper Cards, planning transit trips, and accessibility features of transit and a field outing on the bus and BART to gain first-hand experience of using transit.
- Transit Adventure Program: Outings on transit to interesting community destinations such as the de Young Museum, the Tech Museum, Santa Clara Convention Center, San Francisco Ferry Building, Oakland Museum and Chinatown, etc. These outings involve walking to transit and building familiarity with multiple transit systems, including: AC Transit, BART, MUNI, VTA , Oakland/Alameda Ferry, UC Berkeley Bear Transit, Stanford University Marguerite Shuttle.
- Clipper Card Outreach Events

Although the base 16-week program has been very successful, we have encountered a few challenges along with way. These challenges and some of our solutions are outlined below:

Managing different fitness levels among program participants

We promote the Walk This Way Program as a low-intensity, beginner-level fitness program, however over the years we have encountered vast differences in program participants' functional abilities and their corresponding fitness levels. This wide range of fitness levels presents a difficulty in teaching a class that can be challenging for all participants yet maintains a level of safety for all. Given the challenge of different fitness levels, it has been essential to have a certified fitness instructor that leads the class safely through the various exercises, can identify when participants are having difficulty and/or not performing exercises with the proper techniques, and can modify exercises based on the abilities of the participants.

Although we had a certified fitness instructor for our 16-week initial program, it was still necessary to set a minimum functional level for seniors to participate. Teaching a fitness class to seniors comes with inherent risks that result from the myriad of issues that many seniors face as they age, namely, decreased muscle strength, diminished balance and chronic conditions that make walking/exercise more difficult. Setting minimal functional level criteria was critical for ensuring that participants were matched to a program that was structured meet their abilities. The minimal functional level criteria was tied to the two assessments that we conduct at the beginning of every new program session: all participants must be able to complete a timed quarter mile walk within 7 minutes and must be able to complete 7 chair stands within 30 seconds. Seniors who do not meet these criteria are referred to other community exercise programs that meet their needs.

Providing program for limited English speaking participants

At the first ethnic program site with primarily Mandarin-speaking seniors, it was difficult to teach the class, even with the help of participants who were providing interpretation assistance. The following factors made for complicated and difficult program implementation: the class being taught in English with interpretation, program materials not being available in the participants' native language, no designated group leader from within the ethnic group and the cultural differences in approaches and attitudes towards exercise and healthy living. When we provided our next Walk This Way Program to an ethnic community, we employed the following strategies:

- We recruited a program site where educational and outreach activities were already taking place – the Afghan Elderly Association's weekly program for seniors in Fremont.

- We identified key paid staff that would not only provide interpretation assistance but would become peer leaders after the formal, instructor-led program was completed.
- Given our ability to embed our classes in an existing program with formal staff support, we were more attuned to cultural issues and could effectively set up a structure to continue alumni, staff-led classes for program graduates.

Recruiting peer leaders for continuing alumni groups

Recruiting peer leaders was much more difficult than we originally imagined. Finding older adults who were retired was the easy part, but many of those seniors had no interest in committing to lead a weekly alumni class and many felt that such a class required a certified fitness instructor. Having alumni groups that are open to program graduates only ensures that the participants have already received sound instruction in exercise techniques and have progressed beyond their original fitness levels thereby providing a level of comfort to peer leaders who are not formally trained as fitness instructors.

Additionally, limiting the alumni groups to program graduates helps to keep the size of the alumni program manageable. Some program graduates choose to continue their physical activity programs on their own or take a higher intensity fitness class. Those that like the camaraderie and support of the group class are often motivated to seek out an alumni group to participate in. This self-selection process coupled with the program graduate's familiarity with the program model and their knowledge of their own strengths and limitations makes the job of teaching these alumni classes easier and the recruitment of the peer leaders much more successful.

After our first round of program sessions in 2009, we were able to recruit one volunteer peer leader who took charge of the Fremont and Newark alumni groups and one peer leader who took charge of the Tropics mobile home park. Eventually we were able to recruit one leader for the Union City alumni group. Having just one peer leader was not reasonable for each group, given the lack of a leader substitute for vacations/illnesses and potential leader burnout.

We are now employing a strategy of recruiting a team of four volunteer peer leaders to lead each alumni group and have been able to institute those teams for the Fremont and Newark Alumni groups. Additionally, we are holding quarterly peer leader meetings where we provide support and continuing education to the peer leaders. In order to recognize the efforts of the peer leaders, we have instituted a yearly Walk This Way Alumni event that serves the dual purpose of re-invigorating our alumni groups' goals around fitness and community mobility and recognizing the volunteer efforts of the peer leaders.

We are currently trying to develop additional volunteer roles for the Walk This Way Program, such as monthly walk leaders for trail walks. We are hoping to have these additional opportunities implemented in the next fiscal year.

OUTLOOK FOR PROGRAM SUSTAINABILITY

Although there were initial discussions with the BPAC about having Peer Leaders lead the entire program in the future, it is clear from our experience that senior participants in our Walk This Way Program have benefitted greatly from an initial 16-week program that is led by a certified fitness instructor followed by an opportunity to participate in peer-led weekly, on-going sessions. The current model provides a safe and comprehensive way to engage seniors in fitness, healthy living and community mobility issues.

The City of Fremont requests additional funding to continue our Walk This Way Program in the cities of Fremont, Newark and Union City, using the current model. The Walk This Way Program is a small monetary investment that pays off dividends in maintaining the mobility of older adults in our community.

SUGGESTIONS FOR PROGRAM REPLICATION COUNTYWIDE

The Walk This Way Program model is structured in such a way that allows easy replication to different parts of Alameda County. The key components to making replication successful include having a single entity, like the City of Fremont that is charged with the outreach and oversight of the program, and a community partner, like Generations Community Wellness, that has the knowledge base and expertise in delivering fitness programs to all ages, including older adults. Centralized program outreach and oversight ensures curriculum and program implementation integrity.

The City of Fremont is open to providing technical assistance to any organization looking to implement the Walk This Way Program model. We are currently working with Generations Community Wellness to provide technical assistance for possible program replication in Santa Clara County in the near future.

Generations Community Wellness is based in Santa Clara County but has expressed a desire in helping to replicate the Walk This Way Program model in other parts of Alameda County should the Alameda CTC wish to pilot the project in other geographic areas.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Project Committee

SUBJECT: **Approval of Measure B Paratransit Pass-Through Program Plans and Minimum Service Level Grants for Fiscal Year 2012/2013**

Recommendation

It is recommended that the Commission:

- Approve the Measure B paratransit pass-through program plans, for both mandated and non-mandated programs, for 13 recipients in Alameda County for \$9.4 million.
- Approve two Minimum Service Level Grants for a total of \$100,000.

Summary

Each year, all paratransit programs that receive Measure B pass-through funds are required to submit a paratransit plan and budget for the forthcoming fiscal year. The Alameda CTC provides estimated annual revenues to each paratransit program. The Alameda CTC's Paratransit Advisory and Planning Committee (PAPCO) reviews and provides a recommendation for all Measure B Paratransit Program Claims for funding. PAPCO also reviews and provides a recommendation for the distribution of up to \$100,000 in Minimum Service Level Grants (MSL). PAPCO does not dictate individual paratransit programs, but rather encourages the best overall service in the County through coordination, a focus on cost effectiveness, ensuring consumer involvement, and offering their own experiences for making programs more responsive to consumer needs. PAPCO reviews all applications and makes recommendations to the Commission for funding. Attachment A includes a detailed summary of PAPCO's recommendations for these programs.

Background

PAPCO members reviewed all thirteen Measure B program plan claims for fiscal year 2012/13 in five subcommittee meetings over two days and at the May PAPCO meeting. PAPCO members were asked to volunteer to be appointed to review subcommittee meetings. A few members attended multiple meetings to increase their understanding of the diversity of programs in the County. Following a brief presentation by each program manager – including an overview of their program, budget highlights, planning process overview and challenges faced by the program – each PAPCO Subcommittee made comments/suggestions to the individual program managers and made a recommendation for approval which was forwarded to the entire PAPCO on May 21. It is estimated that funding for these programs in FY 12/13 will result in approximately 975,000 rides for paratransit users in Alameda County.

At PAPCO's May 21st meeting, members also approved all city-based program plans, the base funding for the programs, and requested quarterly updates from the Livermore Amador Valley Transit Authority (LAVTA) and monthly written updates from the City of Hayward. In addition PAPCO approved a \$75,000 Minimum Service Level Grant for the City of San Leandro, and a \$25,000 Minimum Service Level Grant for the City of Oakland for a total of \$100,000.

Fiscal Impacts

These recommended actions will authorize implementation of 13 paratransit programs for \$9.4 Million in pass-through funds and approve two Minimum Service Level Grants for a total of \$100,000 discretionary Measure B funds. The projected Measure B pass-through funds for FY 12/13 and Minimum Service Level Grants funds have sufficient capacity to fund the proposed projects.

Attachment

Attachment A: Paratransit Program Plans and Budgets Summary

Measure B Paratransit PAPCO Program Plan Review

Fiscal Year 2012/13

The table below summarizes PAPCO's recommendation to the Commission for Measure B paratransit claims for fiscal year 2012/13 for base funding and Minimum Service Level (MSL) grants. Programs whose services fell below PAPCO-defined Minimum Service Levels were eligible to apply for MSL grants.

Detailed comments were made by PAPCO members regarding each program. Please see the next section of this document for a summary of their comments.

Paratransit Programs Approved May 2012	Measure B Funding Allocation FY 12/13	MSL Request FY 12/13	Other Funding for FY 12/13 ¹	Total Budget FY 12/13	Projected Trips (Door-to-Door, Shuttle, and Taxi)
City of Alameda	\$144,496		\$39,504	\$184,000	10,300
City of Albany	\$27,402		\$11,260	\$38,662	4,900
City of Berkeley	\$224,007		\$120,000	\$344,007	11,450
City of Emeryville	\$22,062		\$278,082	\$300,144	7,450
City of Fremont	\$704,309		\$23,770	\$728,079	18,500
City of Hayward ³	\$664,422		\$195,261	\$859,683	28,100
City of Newark	\$141,961		\$37,938	\$179,899	5,400
City of Oakland	\$872,804	\$25,000	\$139,395	\$1,012,199	23,500
City of Pleasanton	\$83,713		\$460,874	\$544,587	15,000
City of San Leandro	\$254,752	\$75,000	\$93,175	\$347,927	13,500
City of Union City	\$257,130		\$559,870	\$817,000	19,750
LAVTA ⁴	\$134,886		\$1,293,293	\$1,428,179	45,600
East Bay Paratransit	\$5,860,549 ²		\$30,802,513	\$36,663,062	769,787
TOTALS	\$9,392,493	\$100,000	\$34,054,935	\$43,447,428	973,237

¹ Programs may also receive funding from fares, Gap funding, reserves, General Fund, and other sources

²AC Transit allocated \$4,309,533 and BART allocated \$1,551,016

³ Conditional funding based on monthly written updates from the City of Hayward

⁴ Conditional funding based on quarterly updates from LAVTA

PAPCO Recommendation Process

PAPCO members reviewed all Measure B program plan claims for fiscal year 2012/13 over a period of six meetings (five subcommittee meetings over two days and the May PAPCO meeting). PAPCO members were asked to volunteer for subcommittee meetings of particular interest to them. Some members attended multiple meetings to increase their understanding of the diversity of programs in the County. Following a brief presentation by each program manager – including an overview of their program, budget highlights, planning process overview, and challenges faced by the program – each PAPCO Subcommittee made comments/suggestions to the individual program managers and made a recommendation for approval which was forwarded to the entire PAPCO on May 21.

Subcommittees May 4, 2012

East Bay Paratransit

The following PAPCO members were present:

- Larry Bunn
- Sandra Johnson Simon
- Gaye Lenahan
- Jonah Markowitz
- Betty Mulholland
- Rev. Carolyn Orr
- Sharon Powers
- Will Scott
- Sylvia Stadmire
- Hale Zukas

East Bay Paratransit's Plan was presented by:

- *Mark Weinstein*, presenter

South County Programs

The following PAPCO members were present:

- Larry Bunn
- Joyce Jacobson
- Rev. Carolyn Orr
- Sharon Powers
- Carmen Rivera-Hendrickson
- Michelle Rousey
- Will Scott
- Sylvia Stadmire
- Esther Waltz

The following Program Plans were presented:

- City of Union City, *Wilson Lee*, presenter
- City of Fremont, *Shawn Fong*, presenter
- City of Newark, *David Zehnder*, presenter

East County Programs

The following PAPCO members were present:

- Larry Bunn
- Joyce Jacobson
- Rev. Carolyn Orr
- Sharon Powers
- Carmen Rivera-Hendrickson
- Michelle Rousey

- Will Scott
- Sylvia Stadmire
- Esther Waltz

The following Program Plans were presented:

- Livermore Amador Valley Transit Authority, *Paul Matsuoka, Kadri Külm*, presenters
- City of Pleasanton, *Pam Deaton*, presenter

Subcommittees May 7, 2012

North County Programs

The following PAPCO members were present:

- Aydan Aysoy
- Sandra Johnson Simon
- Gaye Lenahan
- Jonah Markowitz
- Betty Mulholland
- Rev. Carolyn Orr
- Vanessa Proee
- Michelle Rousey
- Harriette Saunders
- Will Scott

The following Program Plans were presented:

- City of Oakland, *Hakeim McGee and Mia Thibeaux*, presenters
- City of Berkeley, *Leah Talley, Saulo Villatoro and Beverly Bolden*, presenters
- City of Alameda, *Gail Payne*, presenter
- City of Albany, *Isabelle Leduc*, presenter
- City of Emeryville, *Kevin Laven*, presenter

Central County Programs

The following PAPCO members were present:

- Aydan Aysoy
- Shawn Costello
- Joyce Jacobson
- Sandra Johnson Simon
- Rev. Carolyn Orr
- Vanessa Proee
- Michelle Rousey
- Harriette Saunders
- Will Scott

The following Program Plans were presented:

- City of San Leandro, *Joann Oliver and Louie Despeaux*, presenters
- City of Hayward, *Anne Culver*, presenter

Overall Trends Noted by Committee Members and Staff:

- Outreach is needed, as well as more follow up on complaints.
- Many programs are the same as previously, so there is more focus on customer service.
- More programs are seeking to be green.
- The presentations are better.
- Like grandfathering, the new issue for us is how to make transitions.
- There are more taxi programs available today.
- There is a need for same-day service, especially accessible service.

- People have concern for low-income needs and how to accommodate them.
- People are asking about reciprocity and using other cities' programs.

PAPCO Meeting May 21, 2012

On May 21, 2012, the full PAPCO Committee considered and moved on Minimum Service Level applications, grandfathering, and recommendations from the PAPCO Program Plan Review subcommittees.

The following PAPCO members were present:

- | | |
|-----------------------|------------------------|
| • Aydan Aysoy | • Sharon Powers |
| • Larry Bunn | • Vanessa Proee |
| • Herb Hastings | • Harriette Saunders |
| • Gaye Lenahan | • Will Scott |
| • Jane Lewis | • Sandra Johnson Simon |
| • Jonah Markowitz | • Sylvia Stadmire |
| • Betty Mulholland | • Esther Waltz |
| • Rev. Carolyn M. Orr | • Hale Zukas |

Minimum Service Level Measure B Claims for FY 11/12 – City of Oakland \$25,000; City of San Leandro \$75,000

Will Scott made a motion to approve both requests for MSL grant funding; Esther Waltz seconded the motion; the motion carried with one abstention (Stadmire).

Grandfathering Policy

Staff suggested that PAPCO adopt the following interim grandfathering policy for FY 12/13. “For City-based Door-to-Door Service and Taxi Subsidy Service, Cities may offer “grandfathered” eligibility to program registrants below a newly established eligibility age (70-80), who have used the program regularly in FY 11/12, and so long as it does not impinge on the City’s ability to meet the Implementation Guidelines.” Jonah Markowitz made a motion to approve the interim grandfathering policy; Sharon Powers seconded the motion; the motion carried unanimously.

Base Program Funding

A motion to approve the subcommittee recommendations on base program funding for all programs except Hayward and LAVTA was made by Will Scott and seconded by Harriette Saunders. The motion was carried unanimously. The committee then considered conditional funding for LAVTA requiring in-person quarterly reporting to address progress on customer service issues. Hale Zukas made a motion for conditional funding; Jonah Markowitz seconded the motion; the motion carried with three opposed (Hastings, Powers, and Waltz). The committee then considered conditional funding for Hayward requiring monthly paper reporting, availability for on-call in-person reporting, and a corrected budget. Jonah Markowitz made a motion for conditional funding; Sandra Johnson Simon seconded the motion; the motion carried unanimously.

City of Alameda – Measure B Claim for FY 12/13 is \$144,496

Overview of Services provided for application year

- Taxi program
- Shuttle
- Group Trips
- Scholarship

PAPCO's Comments:

- The program is solid. Continue to get information out.
- The program is really good – I appreciate the medical return service.
- Good job. I commend you.
- The program is great. Post information at local stores, also. I appreciate the changes.
- I would like to see the shuttle run more.
- I agree: Provide more shuttle service to increase ridership. Otherwise, the program is good.
- The innovative outreach is good, especially the banner theater.
- The program has been doing great with reporting. Keep going in the right direction. Good job.
- Post information at the local college.

Subcommittee Recommendation:

Michelle Rousey made a motion for full funding; Sandra Johnson Simon seconded the motion; the motion passed (9 yes/Harriette Saunders recused herself).

City of Albany – Measure B Claim for FY 12/13 is \$27,402

Overview of Services provided for application year

- Taxi program
- Shuttle
- Group Trips
- Meal delivery
- Gap Grant funded walking trips

PAPCO's Comments:

- The program is good.
- Keep up the good work.
- I love the shopping shuttle, especially the diversity of destinations. Advertise more.
- The program covers many different needs – Keep up the good work.
- This program is doing as good as or better than bigger programs.
- I liked the senior center fair.

Subcommittee Recommendation:

Harriette Saunders made a motion for full funding; Michelle Rousey seconded the motion; the motion passed (8 yes/Jonah Markowitz recused himself).

City of Berkeley – Measure B Claim for FY 12/13 is \$224,007

Overview of Services provided for application year

- Taxi program
- Wheelchair van program
- Scholarship

PAPCO's Comments:

- The program is number one. Kudos.
- Keep the general public informed about services and changes.
- Keep up the good work.
- Make sure the requirements are clear – These can be confusing (especially, the graduated benefits).
- Thanks for continuing to improve the program.
- You are executing the fundamentals well.

Subcommittee Recommendation:

Jonah Markowitz made a motion for full funding; Will Scott seconded the motion; the motion passed (9 yes/Aydan Aysoy recused herself).

City of Emeryville – Measure B Claim for FY 12/13 is \$22,062

Overview of Services provided for application year

- Taxi program
- Group Trips
- Scholarship
- Meal delivery
- Gap Grant funded same-day door-to-door

PAPCO's Comments:

- Continue with the great services. Keep up the good work. I especially like the volunteer programs for Meals on Wheels.
- Keep up the good job.
- The program is great. It creates opportunities for a lot of people.
- Good job.
- Group trips provide a great reason to get out. The program has many benefits – Meals on Wheels is great. It's good to offer reimbursement as a reward.
- The program has great same-day eligibility/enrollment.
- I hope everyone else (the other cities) appreciates group trips.

- The volunteer driver meals program is great! It allows for a feeling of purpose.

Subcommittee Recommendation:

Will Scott made a motion for full funding; Jonah Markowitz seconded the motion; the motion passed (9 yes).

City of Fremont – Measure B Claim for FY 12/13 is \$704,309

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Group Trips
- Meal delivery
- Gap Grant funded Travel Training
- Gap Grant funded Volunteer Driver program
- Gap Grant funded taxi program

PAPCO's Comments:

- I am glad you participated in a BART outreach event.
- The grant-funded travel training is very good.
- Travel training is a great idea – very important.
- Wonderful program – great to have multiple language options.
- Applause.
- As always, the program is good.
- I am very impressed and glad you serve minors.
- Your progressive service (especially to minors) could be a model.
- I am impressed by your command of statistics and your attention to detail and individuals.
- A+: You clearly care from the heart about your program.
- As usual, good job. Thank you.
- I am eager to see how the satellite office works.

Subcommittee Recommendation:

Michelle Rousey made a motion for full funding; Will Scott seconded the motion; the motion passed (7 yes/Larry Bunn and Sharon Powers recused themselves).

City of Hayward – Measure B Claim for FY 12/13 is \$664,422

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Grant funded taxi program
- Group Trips
- Scholarship
- Travel Training

- Meal delivery

PAPCO's Comments:

- Focus a lot on outreach in starting the new program, especially with the change in door-to-door service. I really like what you have been doing.
- You have taken constructive criticism well and responded.
- People need trips to Chabot for jobs, also.
- I applaud how you have faced difficulties and offer services to those who need it.

Subcommittee Recommendation:

Michelle Rousey made a motion for conditional funding with 1) a corrected budget, 2) monthly written reports, and 3) available on-call for reports to PAPCO; Shawn Costello seconded the motion; the motion passed (6 yes/Vanessa Proee recused herself).

City of Newark – Measure B Claim for FY 12/13 is \$141,961

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Meal delivery
- Gap Grant funded taxi program

PAPCO's Comments:

- It's a good program – Keep up good work.
- It's good that your complaint process is posted on vehicles.
- The program is going well, managed effectively.
- I am impressed.
- I am glad to see Sunday service back.
- Make sure people know about changes.
- I would like to see you serving more people, especially children.
- I would like to see the survey.
- The program is small, but efficient and powerful.
- I am impressed with the outreach at the senior center. Good job.
- I am glad the senior center is open again.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Will Scott seconded the motion; the motion passed (8 yes/Larry Bunn recused himself).

City of Oakland – Measure B Claim for FY 12/13 is \$872,804

Overview of Services provided for application year

- Taxi program
- Wheelchair van program

- Gap Grant funded shuttle program

PAPCO's Comments:

- You are doing a great job with what you have.
- The program is great and necessary.
- If possible, offer additional medical vouchers as dollars allow.
- The program provides lots of service. I have no complaints.
- Please expand the accessible cabs availability so that it's easy to get to areas like San Francisco.
- Keep up the good work.
- Support your envisioned additional services if the transportation sales tax measure passes.
- Hakeim is the man for the job.

Subcommittee Recommendation:

Michelle Rousey made a motion for full funding; Sandra Johnson Simon seconded the motion; the motion passed (9 yes/Rev. Carolyn Orr recused herself).

City of Pleasanton – Measure B Claim for FY 12/13 is \$83,713

Overview of Services provided for application year

- Pre-scheduled door-to-door program
- Gap Grant funded shuttle
- Gap Grant funded Volunteer Driver program

PAPCO's Comments:

- The program is doing very well, especially the accommodation of multiple languages.
- Good job.
- I like the emphasis on customer service.
- The presentation was very informative.
- The program is excellent – using the program to help seniors get out of the house to socialize, and to keep from being institutionalized unnecessarily.
- I like the folder of materials.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Michelle Rousey seconded the motion; the motion passed (8 yes/Carmen Rivera-Hendrickson recused herself).

City of San Leandro – Measure B Claim for FY 12/13 is \$254,752

Overview of Services provided for application year

- Pre-scheduled door-to-door program for medical trips
- Shuttle
- Grant funded taxi program

PAPCO's Comments:

- I am happy there is flag stop. I am glad the people of San Leandro are being taken care of.
- I wish there was still shuttle reciprocity with Hayward.
- Good job at serving personal needs.
- I like the program a lot.
- Good job with the flag stops. Make sure outreach covers this aspect.
- It's great you are covering taxi vouchers now also.
- I am impressed that you dealt with the budget problem while expanding ridership. Good job educating riders as well as drivers.
- Kudos on the work you are doing, especially the flagging.
- The presentation was great– I am a new San Leandro resident and am eager to follow up on services offered.

Subcommittee Recommendation:

Michelle Rousey made a motion for full funding; Sandra Johnson Simon seconded the motion; the motion passed (9 yes).

City of Union City – Measure B Claim for FY 12/13 is \$257,130

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program
- Premium door-to-door program
- Gap Grant funded taxi program

PAPCO's Comments:

- Fill your PAPCO vacancy.
- I am very proud of the program, especially the “green” efforts. Keep up the good work.
- The facility looks really nice.
- Kudos.
- I am impressed by the efficiency of housing operations and administration together.
- I am very impressed.
- I am glad to be a Union City resident.
- Congratulations on a good program.
- I would like to see a survey.
- It is a blessing to see something good in the news.
- The program is well organized.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Michelle Rousey seconded the motion; the motion passed (8 yes/Larry Bunn recused himself).

Livermore Amador Valley Transit Authority (LAVTA) – Measure B Claim for FY 12/13 is \$134,886

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program
- New Freedom Grant funded taxi program

PAPCO's Comments:

- I worry it is difficult to work with multiple contractors.
- We should do better service for our consumers.
- Keep up on complaints – address them in a timely manner. With that, it's a fairly decent program. Keep weeding out problems.
- With all the issues/changes, you have done a remarkable job.
- The program balances being cost effective with good service – good job.
- Good job on providing more printed data.
- Good job. I would like to see results of the customer service survey. It's good to see continually improving service.

Subcommittee Recommendation:

Will Scott made a motion for full funding; Larry Bunn seconded the motion; the motion passed (5 yes/2 no/Note: 2 members wanted to propose conditional funding with quarterly reports but did not amend the original motion; Carmen Rivera-Hendrickson and Ester Waltz recused themselves).

East Bay Paratransit – Measure B Claim for FY 12/13 is \$5,860,549 (AC Transit allocated \$4,309,533 and BART allocated \$1,551,016)

Overview of Services provided for application year

- Pre-scheduled ADA door-to-door program

PAPCO's Comments:

- I have seen tremendous positive changes in services, for example, the pick-up window is better. On a recent regional trip to San Francisco, the driver was delightful, and provided great service. The only remaining concern is customer service training and re-training.
- Still not seeing comment cards. There is still inconsistency in driver commendation.
- Need centralized dispatch center change – I support!
- Request consideration of accessible cabs as backup service.
- Things are running well for the most part.
- Paratransit is about the best thing going – It is critical to quality of life. I never could have gotten to some places without paratransit.
- Request a cell phone call on vehicle arrival. Sometimes I wait in the lobby for my security and can't see the vehicle.
- The service is a lot better.
- The program is good on fundamentals. Keep it up. Substantial improvements since 1995.

Subcommittee Recommendation:

Sylvia Stadmire made a motion for full funding; Jonah Markowitz seconded the motion; the motion passed (8 yes/Sandra Johnson Simon and Hale Zukas recused themselves).



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of FY 2012/13 Measure B Capital Program Strategic Plan Update**

Recommendation

It is recommended that the Commission approve the following actions related to the FY 2012/13 Measure B Capital Program Strategic Plan Update:

1. Approve a Program Escalation Factor (PEF) of 1.0 to convert the FY 2011/12 Ending 2000 Measure B Programmed Balance to the FY 2012/13 Beginning 2000 Measure B Programmed Balance;
2. Confirm the Measure B commitments to the individual capital projects included in the 1986 and 2000 Measure B Capital Programs, including the transfer of \$2.188 million of the 2000 Measure B commitment for the Westgate Parkway Extension Stage 2 project (ACTIA No. 18B) to the East 14th Street/Hesperian Boulevard/150th Street Improvements project (ACTIA No. 19) as requested by the City of San Leandro in compliance with the requirements set forth in the 2000 Measure B Expenditure Plan;
3. Approve the 2000 Measure B Capital Project Allocation Plan included in Attachment C;
4. Confirm the Measure B commitments to the advances, exchanges and loans previously authorized on a case-by-case basis as reflected in the Program Financial Plans for the 1986 and 2000 Measure B Capital Programs included in Attachment B and Attachment D, respectively; and
5. Approve the adoption of the thirteen (13) capital projects included in the 2012 STIP Exchange shown in Attachment D into the CMA TIP program of projects and the associated payment(s) of the \$37.03 million of exchanged 2000 Measure B Capital Program funding into the Local Fund Exchange Program which funds the CMA TIP projects.

Summary

The FY 2012/13 Measure B Strategic Plan Update addresses both the 1986 Measure B Capital Program and the 2000 Measure B Capital Program. While the governing boards for each measure have merged, the requirements related to each measure remain in effect and continue to apply to the programming, allocation and expenditure of Measure B funds made available through each of the Measures. The assumptions related to the FY 2012/13 Measure B Capital

Program Strategic Plan Update (FY 2012/13 SPU) were reviewed and approved by the Alameda CTC during May, 2012. The attachments to this memorandum consist of the financial information necessary for the fiscal management of the capital program accounts, including the Measure B commitments to each individual capital projects, the anticipated timing of future allocations and expenditures, the purposes of the future allocations and expenditures as they relate to project implementation, and information regarding the various advances and exchanges currently approved by the Alameda CTC which involve the expenditure of Measure B Capital Account funding and subsequent repayment for Measure B Capital Account expenditures in accordance with approved advances, exchanges and transfers.

Approval of the recommended actions will provide the basis for proceeding with delivery of the remainder of both capital programs, which will require financing and borrowing in the near-term. The remaining projects from the 1986 Measure B Capital Program along with all of the projects from the 2000 Measure B Capital Program, including completed projects, are summarized in Attachment A.

Discussion or Background

The Alameda CTC updates the Measure B Capital Program Strategic Plan annually to confirm the commitments of Measure B capital projects funding to individual capital projects included in the 1986 Measure B Transportation Expenditure Plan (1986 MB) or in the 2000 Measure B Transportation Expenditure Plan (2000 MB). While the merger of the Alameda County Transportation Authority (ACTA) into the Alameda County Transportation Improvement Authority (ACTIA), and subsequent merger with the Alameda County Congestion Management Agency (ACCMA) into the Alameda County Transportation Commission (Alameda CTC) has combined the two sales tax agencies into one, the 1986 MB and 2000 MB capital programs must continue to adhere to the requirements and policies of the respective Measures. The assumptions approved by the Alameda CTC in May, 2012 and incorporated into the development of the FY 2012/13 SPU are divided into three categories:

- Assumptions pertaining to both the 1986 MB and 2000 MB Capital Programs;
- Assumptions pertaining only to the 1986 MB Capital Program; and
- Assumptions pertaining only to the 2000 MB Capital Program.

Assumptions pertaining to both the 1986 MB and 2000 MB Capital Programs

The following assumptions related to both the 1986 MB and 2000 MB Capital Programs have been incorporated into the FY 2012/13 SPU:

1. The financial accounts and Measure B commitments for both the 1986 MB and 2000 MB Capital Programs will be kept independent for the purposes of the FY 2012/13 SPU;

2. The assumptions related to the timing of the need for Measure B funds for each capital project will be based on existing and anticipated encumbrances of Measure B funds, and the most current information available from the project sponsors related to the project status and schedule;
3. Projects will be implemented and funded sequentially in phases as prescribed in the individual Master Project Funding Agreements and other funding agreements in accordance with the adopted capital project funding procedure for each Capital Program;
4. The commitment of Measure B funds for each capital project will reflect the Cost Allocation Policy adopted by the ACTIA Board in October, 2009 which allows for the classification of all direct project costs and assignment of these costs to the appropriate capital project;
5. The financing and borrowing assumptions included in the FY 2012/13 SPU include borrowing between the 1986 MB and 2000 MB Capital Accounts to defer the need for outside debt financing to the extent practicable without adverse impacts to the delivery of the 1986 MB capital projects; and
6. Any future advances or exchanges not included in the FY 2012/13 SPU involving Measure B Capital Account funding will be considered on a case-by-case basis and be the subject of separate actions by the Commission.

Assumptions pertaining only to the 1986 MB Capital Program

The following assumptions related to the 1986 MB Capital Program have been incorporated into the FY 2012/13 SPU:

1. The commitment of 1986 Measure B funds to the remaining capital projects will maintain the commitments approved in the FY 2011/12 Strategic Plan Update. The timing of the anticipated expenditures of the remaining commitments of 1986 Measure B funding have been adjusted to reflect current project status;
2. The 1986 Measure B commitments to capital projects that have begun a fully funded construction phase will be adjusted to reflect the construction phase funding plan. Any surplus Measure B funds, i.e. in excess of the amount in the construction phase funding plan including contingency, will be reassigned to the 1986 Measure B Capital Projects Reserve;
3. The 1986 Measure B commitment to any capital project for which the final project phase (typically construction except for “Study Only” projects) has been closed out with an unexpended balance of 1986 Measure B funds will be adjusted to reflect the costs savings. Any surplus 1986 Measure B funds will be reassigned to the 1986 Measure B Capital Projects Reserve;

4. The 1986 Measure B Capital Projects Reserve will be held in reserve to fund additional construction phase capital costs for approved project scopes and will be allocated to individual capital projects by separate Commission action as qualifying needs are identified;
5. The 1986 Measure B Capital Projects Reserve is reflected in the 1986 Measure B Capital Program Financial Plan as the end of the Program balance currently projected for the end of FY 2015/16.
6. The Local Match requirements prescribed by the 1986 MB for individual capital projects will remain in effect;
7. The rate of return on the investment funds in the current portfolio is 1% per annum;
8. The projected 1986 Measure B Capital Account cash balance at the beginning of FY 2012/13 is \$126.9 million; and
9. The Alameda CTC currently owns property that was acquired for 1986 MB capital project rights-of-way which is now considered surplus. The FY 2012/13 SPU assumes that sales of the surplus property will yield \$3.0 million of proceeds in FY 2014-15 into the 1986 Measure B Capital Account.

Assumptions pertaining only to the 2000 MB Capital Program

The following assumptions related to the 2000 MB Capital Program have been incorporated into the FY 2012/13 SPU:

1. The ending FY 2011/12 2000 Measure B Programmed Balance for each capital project will be derived by deducting any amounts allocated during the current fiscal year, FY 2011/12, from the FY 2011/12 Beginning 2000 Measure B Programmed Balance approved in the FY 2011/12 SPU;
2. The Program Escalation Factor (PEF) used to convert the FY 2011/12 Ending 2000 Measure B Programmed Balance to the FY 2012/13 Beginning 2000 Measure B Programmed Balance is 1.0;
3. The total of all 2000 Measure B funding commitments to individual capital projects will remain at \$756.5 million;
4. The FY 2012/13 SPU will include an 2000 Measure B Capital Project Allocation Plan which lays out specific allocations expected from the remaining 2000 Measure B Programmed Balance for each capital project and will serve as the basis of the program-wide financial model;

5. The cash demand for the remaining capital projects will necessitate some type of debt financing or borrowing between the 2000 Measure B Capital Program and the 1986 Measure B Capital Program in the FY 2012/13 timeframe;
6. The projected 2000 Measure B Capital Account cash balance at the beginning of FY 2012/13 is \$58.1 million;
7. The estimated portion of the 2000 Measure B revenues in FY 2012/13 for the Capital Account is \$44.8 million. The growth rate for projected revenue in future fiscal years is two percent (2%) per year;
8. The rate of return on the investment funds in the current portfolio is 0.5% per annum;
9. The rate of return on any bond proceeds is 2% per annum;
10. The \$37.030 million exchange related to the 2012 State Transportation Improvement Program (STIP) and the Route 84 Expressway Widening Project (Project No. ACTIA 24) is reflected in the FY 2012/13 SPU. The 2012 STIP was adopted by the California Transportation Commission and includes \$37.03 million of STIP funding programmed to the Route 84 Expressway Widening Project in the construction phase in FY 2016/17. An equivalent amount from the 2000 Measure B Commitment to ACTIA No. 24 will be paid to the Local Fund Exchange Program administered by the Alameda CTC and made available to the 13 projects included in the 2012 STIP Exchange as approved by the Alameda CTC and as shown in Attachment D. The exchanged funds will be distributed to the 13 projects through the CMA TIP Program administered by the Alameda CTC;
11. The advance of \$8.5 million of Measure B funding from the remaining Measure B Programmed Balances for several capital projects to the I-580 Eastbound HOV/Auxiliary Lane Project and the I-580 Eastbound Express Lanes Project is reflected in the FY 2012/13 SPU as approved by the Alameda CTC in September, 2011. The total of \$8.5 million is intended to be split between the two I-580 Eastbound projects as needed for the individual projects such that the combined amount of the advance for both projects does not exceed \$8.5 million without further Alameda CTC action. The advance is expected to be repaid from the toll revenues generated by the Express Lane operations. The timings of the advances and the repayments are based on the current project delivery status and schedules for the individual projects involved;
12. The remaining balance of the advance of 2000 Measure B capital funding per the Letter of No Prejudice (LONP) related to funding from the Traffic Congestion Relief Program (TCRP), a state level program, for the I-680 Southbound HOV Lane project along the Sunol Grade is estimated at \$2 million and expected to be repaid during FY 2012/13; and

13. The transfer of \$2.188 million of the 2000 Measure B commitment for the Westgate Parkway Extension Stage 2 project (ACTIA No. 18B) to the East 14th Street/Hesperian Boulevard/150th Street Improvements project (ACTIA No. 19) is reflected in the FY 2012/13 SPU. The City of San Leandro, the sponsor for both ACTIA No. 18B and ACTIA No. 19, has requested the transfer and satisfied the requirement to secure the concurrence of other agencies within the same Planning Area before the transfer can be approved. (Note: the other agencies in the same Planning Area as the City of San Leandro are the City of Hayward and Alameda County.)

Measure B Capital Programs

The summary of Measure B Capital Projects included in Attachment A shows the total Measure B commitment for the remaining active capital projects from the 1986 MB (ACTA) capital program, and all of the capital projects from the 2000 MB (ACTIA) capital program, including completed projects. The remaining commitments from the 1986 Measure B Capital Account were established primarily through two amendments to the 1986 Expenditure Plan approved in FY 2005/06. The amendments deleted projects that could not be delivered and redirected the 1986 Measure B commitments for the projects that were deleted to replacement projects.

The total 1986 Measure B commitment for the five individual replacement projects and a program-wide closeout “project” equals \$204.0 million as shown in Attachment A.

The total 2000 Measure B commitment for the 27 projects included in the 2000 Measure B Expenditure Plan is \$756.5 million as shown in Attachment A (rounded to 756.6 in Attachment A). One capital project, the I-580 Castro Valley Interchanges Improvements project, has both 1986 MB and 2000 MB funding as shown in Attachment A (ACTA MB 239 and ACTIA No. 12).

1986 Measure B Capital Program

The total commitment of 1986 Measure B funds to the remaining projects included in Attachment A is shown in more detail in Attachment B1. Attachment B1 shows the timing of the anticipated expenditure of the remaining 1986 Measure B commitments. The remaining 1986 Measure B commitments shown in Attachment B1 are anticipated for the following purposes:

1. I-880 to Mission Boulevard East-West Connector (MB226) – The remaining 1986 Measure B commitment is for completing the on-going design, right-of-way, and utility relocation phases, and for the subsequent construction phase which is currently underfunded.
2. Route 238/Mission-Foothill-Jackson Corridor Improvement (MB238) - The remaining 1986 Measure B commitment is for completing the on-going construction phase and closing out prior phases.

3. I-580/Redwood Road Interchange (MB239) – The 1986 Measure B commitment for this project is a funding contribution to the I-580 Castro Valley Interchange Improvement Project (ACTIA No. 12) included in the 2000 MB Capital Program. The remaining 1986 Measure B commitment is for completing the construction phase, including the three-year landscape maintenance obligation, and closing out prior phases.
4. Central Alameda County Freeway System Operational Analysis (MB240) – The remaining 1986 Measure B commitment is for completing the on-going scoping phase. The project does not currently include project-specific implementation beyond the planning/scoping phase.
5. Castro Valley Local Area Traffic Circulation Improvement (MB 241) – The remaining 1986 Measure B commitment is for the scoping, design and construction phases.
6. Program-wide and Project Closeout Costs (MB Var) - The Program-wide and Project Closeout Costs include miscellaneous costs related to program-wide activities and post-construction commitments such as follow up landscaping projects, required landscape maintenance, right-of-way settlements, right-of-way close-out, interagency agreement closeout, etc. Once project construction is closed out, any remaining 1986 Measure B commitment for the project is moved to this line item for budgeting and cashflow purposes until the project is completely closed out financially.
7. The 1986 Measure B commitment to the BART Warm Springs Extension project is fulfilled completely by the 2000 Measure B commitment under project ACTIA No. 02.

The 1986 Measure B Capital Account includes more funding than the total of the remaining unexpended 1986 Measure B commitments to capital projects. The uncommitted funding is held in a Capital Projects Reserve. The FY 2012/13 SPU includes the following assumptions related to the 1986 Measure B Capital Projects Reserve:

1. The 1986 Measure B commitments to capital projects that have begun a fully funded construction phase will be adjusted to reflect the construction phase funding plan and any surplus 1986 Measure B funds, i.e. in excess of the amount in the construction phase funding plan including contingency, will be reassigned to the 1986 Measure B Capital Projects Reserve;
2. The 1986 Measure B commitments to capital projects that have closed out the final project phase, (typically construction except for “Study Only” projects) with 1986 Measure B funds remaining will be adjusted to reflect the costs savings and any surplus 1986 Measure B funds will be reassigned to the 1986 Measure B Capital Projects Reserve; and
3. The 1986 Measure B Capital Projects Reserve funding will be held in reserve to fund additional construction phase capital costs for approved project scopes and will be allocated to individual capital projects by separate Commission action as qualifying needs are identified.

The 1986 Measure B Capital Program Financial Plan included in Attachment B2 does not include any future allocations from the 1986 Measure B Capital Projects Reserve. Allocations of

funding from the 1986 Measure B Capital Projects Reserve will be considered on a case-by-case basis as the needs are identified. The value of the 1986 Measure B Capital Projects Reserve is reflected as the Ending Cash Balance of the 1986 Measure B Capital Account at the end of the Program as shown in Attachment B2. It should be noted that the value shown on Attachment B2 is dependent on a number of variables included in the 1986 Measure B Capital Program Financial Plan, including the timing of the actual expenditures compared to the timing shown in Attachments B1 and B2 which are used for planning purposes.

2000 Measure B Capital Program

The procedures for managing the 2000 Measure B commitments are centered around allocations from the 2000 Measure B “Programmed Balance” for each capital project. The original Programmed Balance was established in the 2000 Expenditure Plan, which was used as the basis for establishing the “Initial Programmed Balance” at the beginning of revenue collection in 2002. Since 2002, the Programmed Balance for each capital project has been adjusted each FY using a “Program Escalation Factor (PEF)” typically adopted by the Board with the other Strategic Plan assumptions. During the FY 2009-10 Strategic Plan process, the Board approved a PEF of 1.0 to be used for the remainder of the 2000 Measure B Capital Program, which effectively holds the total of all the 2000 Measure B commitments to individual projects in the 2000 Capital Program at \$756.5 million. The downward trend in annual revenues that began in FY 2008-09 prompted the freeze on the PEF, and the recent upturn in the latest revenue projections for FY 2012/13 is not enough to warrant an escalation of the Programmed Balances for the remaining projects.

The total commitments of 2000 Measure B funds to the individual projects included in Attachment A are shown in more detail in Attachment C1 and reflect a PEF equal to 1.0 for the FY 2012/13 SPU. The FY 2012/13 Beginning Programmed Balance for each project is equal to the Remaining Programmed (Un-Allocated) Balance shown Attachment C1 and represents the amount available for future allocation. The FY 2012/13 2000 Measure B Allocation Plan Schedule shown Attachment C2 lays out the timing of the anticipated future allocations for the remainder of the 2000 Measure B Capital Program. The future 2000 Measure B allocations are anticipated for the following purpose(s) as shown in the FY 2012/13 2000 Measure B Allocation Plan Notes in Attachment C3:

1. Altamont Commuter Express (ACE) Improvements (ACTIA No. 01) – This project is a programmatic project that funds individual improvements proposed by the San Joaquin Regional Rail Commission which operates the ACE service. The eligible project list is updated regularly. The availability of \$2 million of the remaining Programmed Balance is delayed due to the advance for the I-580 Eastbound HOV/Aux Lane and Express Lane projects approved by the Alameda CTC in September, 2011.
2. Telegraph Avenue Corridor Bus Rapid Transit (ACTIA 07A) -- The future 2000 Measure B allocations are anticipated for on-going project development work to prepare the project for construction and to secure construction phase funding.
3. I-680 Sunol Express Lanes – Northbound (ACTIA 08B) - The future 2000 Measure B allocations are anticipated for project development, system management and

integration, right of way and construction phases. The availability of \$4.5 million of the remaining Programmed Balance is delayed due to the advance for the I-580 Eastbound HOV/Aux Lane and Express Lane projects approved by the Alameda CTC in September, 2011.

4. Iron Horse Transit Route (ACTIA 09) -- The future 2000 Measure B allocations are anticipated for project development, right of way and construction phases.
5. I-880/Route 92/Whitesell Drive Interchange (ACTIA 15) – The future 2000 Measure B allocation is anticipated for the construction phase.
6. Westgate Parkway Extension – Stage 2 (ACTIA 18B) – This project is the second stage of the overall project and is being reconsidered in the context of a project along the mainline of I-880 which will impact the I-880/Davis Street interchange adjacent to the project limits. The FY 2012/13 SPU reflects the transfer of a portion of the remaining 2000 Measure B commitment from this project to the East 14th Street/Hesperian Boulevard/150th Street Improvements project (ACTIA No. 19) also sponsored by the City of San Leandro. The 2000 Measure B commitment for ACTIA No. 18B is reduced to \$600 thousand which will be made available for costs incurred directly by the Alameda CTC as part of the I-880 Southbound HOV Lane project that will reconfigure the I-880/Davis Street interchange. The I-880 project will include improvements included in the scope for ACTIA No. 18B. The remainder of the 2000 Measure B commitment for ACTIA No. 18B, \$2.188 million, will be transferred and made available for allocation on ACTIA No. 19.
7. East 14th Street/Hesperian Boulevard/150th Street Improvements project (ACTIA No. 19) - The future 2000 Measure B allocations for this project are made available by the transfer of 2000 Measure B commitment from the Westgate Parkway Extension – Stage 2 project (ACTIA No. 18B) and are anticipated for project development, right of way and construction phases.
8. Dumbarton Corridor Improvements – Newark and Union City (ACTIA No. 25) - The future 2000 Measure B allocations are anticipated for on-going project development phases and for implementation of potential phased improvements while funding for the planned overall corridor is identified. Future allocations will be made available to implementing agencies, including \$1 million for costs incurred directly by the Alameda CTC.
9. I-580 Corridor/BART to Livermore Studies (ACTIA No. 26) - The future 2000 Measure B allocations are anticipated for costs incurred directly by the Alameda CTC to support project delivery.

Project expenditures for projects included in the 2000 Measure B Capital Program include expenditures incurred by the Alameda CTC. The ACTIA Board adopted a Cost Allocation Policy in October, 2009 to address the allocation of ACTIA-incurred expenses against project funding. The Cost Allocation Policy is being revisited in light of the merger to the Alameda CTC and will be incorporated into the Alameda CTC policies and procedures, including the policies and procedures related to capital project funding. The FY 2012/13 SPU includes the assumption that the Cost Allocation Policy applies to Alameda CTC-incurred expenses in the same fashion as it applied to ACTIA-incurred expenses.

Capital Program Financial Plans for the 1986 and 2000 Measure B Capital Programs

Without an ongoing revenue stream, the commitments of the 1986 MB funds are constrained by the balance of the 1986 MB Capital Accounts and any interest revenue earned until the account is completely drawn down for project expenditures (currently anticipated to occur in the FY 2015/16 timeframe). In other words, the remaining commitments to the 1986 MB Capital Program are constrained by the amount of funding currently “in the bank,” so debt financing will not be needed to provide the remaining 1986 Measure B commitments for the 1986 MB Capital Program. Attachment B1 shows the 1986 Measure B commitments to the remaining 1986 MB capital projects and the anticipated timing of the drawdowns based on current project schedules. The 1986 Measure B Capital Program Financial Plan, included in Attachment B2 reflects the borrowing from the 1986 Measure B Capital Program fund for the 2000 Measure B Capital Program delivery described below. The 1986 Measure B Capital Program Financial Plan also reflects anticipated loans from the 1986 Measure B Capital Account to the Alameda County Congestion Management Agency (ACCMA) account and the associated repayment of the loans.

By the end of the current FY, i.e. June 30, 2012, more than \$696 million of 2000 Measure B funding will be allocated and ready for encumbrance for capital project expenditures (i.e. 92% of the total of the 2000 Measure B commitments to individual capital projects of \$756.5 million). Once the encumbrances, e.g. funding agreements, contracts, etc., for the allocated funds are approved, the Alameda CTC will have encumbered more 2000 Measure B funds than can be provided to the projects on a “pay-as-you-go basis.” Attachment D4 shows the 2000 Measure B Capital Program Financial Plan based on the assumptions described above without any financing or borrowing. The 2000 Measure B Capital Account fund balance shown in Attachment D14 goes negative before the end of FY 2012/13.

The alternative to pay-as-you-go is some type of debt financing or borrowing to effectively make future revenues available sooner to reimburse eligible project expenditures as they are incurred. The amounts encumbered will not be expended immediately. The encumbrances for the larger projects take years to fully expend, but with the encumbrances in place, the financial management of the capital program accounts intensifies. The timing of the anticipated expenditures has a significant effect on the financing options and costs. Attachment D5 shows the 2000 Measure B Capital Program Financial Plan based on the assumptions described above with a sample financing and borrowing scenario to maintain a positive 2000 Measure B Capital Program fund balance each fiscal year until the end of the Program. The 2000 Measure B Capital Program Financial Plan in Attachment D5 shows a combination of borrowing from the 1986 Measure B Capital Account in the near-term and some type of debt financing from outside sources beginning in FY 2013/14.

Debt Financing for the 2000 Measure B Capital Program

The most likely types of debt financing will involve the issuance of bonds and/or commercial paper. The process for issuing bonds secured by the sales tax, referred to as “limited tax bonds,” is prescribed by the California Public Utilities Commission (PUC) Code and expanded upon in guidelines prepared by the California Debt and Investment Advisory Commission (CDIAC).

The required process includes the Alameda CTC adopting a resolution authorizing the issuance of bonds. The resolution authorizing the issuance of bonds must address the following (from the PUC):

- 1) The purposes for which the proposed debt is to be incurred, which may include all costs and estimated costs incidental to, or connected with, the accomplishment of those purposes, including, without limitation, engineering, inspection, legal, fiscal agents, financial consultant and other fees, bond and other reserve funds, working capital, bond interest estimated to accrue during the construction period and for a period not to exceed three years thereafter, and expenses of all proceedings for the authorization, issuance, and sale of the bonds.
- 2) The estimated cost of accomplishing those purposes.
- 3) The amount of the principal of the indebtedness.
- 4) The maximum term the bonds proposed to be issued shall run before maturity, which shall not be beyond the date of termination of the imposition of the retail transactions and use tax.
- 5) The maximum rate of interest to be paid, which shall not exceed the maximum allowable by law.
- 6) The denomination or denominations of the bonds, which shall not be less than five thousand dollars (\$5,000).
- 7) The form of the bonds, including, without limitation, registered bonds and coupon bonds, to the extent permitted by federal law, and the form of any coupons to be attached thereto, the registration, conversion, and exchange privileges, if any, pertaining thereto, and the time when all of, or any part of, the principal becomes due and payable.

The resolution may also contain other matters authorized by the applicable PUC Code chapter or any other law.

The process for issuing bonds involves identifying a Financing Team which includes a Financial Advisor, an Underwriter (one or more), and Bond Counsel, to determine the specifics related to the bond issuance required to develop the bond package, market the bonds, sell the bonds and secure the proceeds. Once the bonds are issued, the Alameda CTC will be responsible for monitoring and tracking the activities related to the expenditure, investment and accounting of the bond proceeds, including the final accounting. Staff estimates that the lead time required to select the Financing Team will be six to nine months.

The 2000 Measure B Capital Program Financial Plan shown in Attachment D4 is based on the details about capital project line item expenditures included in Attachment D1 and the details about advances, exchanges and paybacks included in Attachment D2. The 2000 Measure B Capital Program Financial Plan will serve as the basis for the financial analysis and cash management efforts related to determining the method, or methods of debt financing best suited to allow the Alameda CTC to provide the commitments of 2000 Measure B funding as they are needed for project delivery. The focus of the financial analysis and management is to provide the 2000 Measure B commitments to the capital projects at the time they are needed to reimburse

eligible project expenditures incurred by the implementing agencies. Once debt financing is initiated, fluctuations to the timing of the need for Measure B funds will have to be considered in the detailed context of cash management in order to maintain minimum balances required to prioritize obligations stemming from the debt financing.

Fiscal Impact

There is no direct fiscal impact expected to result from the recommended action.

Attachments:

- A Summary of Measure B Capital Projects Current Phase and Measure B Funding
- B1 1986 Measure B Remaining Capital Project Commitments and Line Item Expenditures
- B2 1986 Measure B Capital Program Financial Plan
- C1 2000 Measure B Capital Project Commitment Summary
- C2 2000 Measure B Capital Project Allocation Plan Schedule
- C3 2000 Measure B Capital Project Allocation Plan Notes
- D1 2000 Measure B Capital Project Line Item Expenditures
- D2 2000 Measure B Capital Program Advances and Repayments
- D3 2000 Measure B Capital Program Advances 2012 STIP Exchange Project Detail Sheet
- D4 2000 Measure B Capital Program Financial Plan – Without Financing or Borrowing
- D5 2000 Measure B Capital Program Financial Plan – With Sample Financing and Borrowing Scenario

Summary of Measure B Capital Projects Current Status and Measure B Funding									
	Project Title	Project Type (Note 1)	Agency of Origin Project Number	Current Phase	Construction Schedule (Note 2)		Measure B Funding (\$ x million)		
Index					Begin	End	1986 MB (ACTA)	2000 MB (ACTIA)	
1	I-880 to Mission Blvd East-West Connector	LSR	MB 226	Design	Nov 2014	May 2017	88.8	0.0	
2	Route 238/Mission-Foothill-Jackson Corridor Improvement	LSR	MB 238	Construction	Apr 2010	Jul 2013	80.0	0.0	
3	Central Alameda County Freeway System Operational Analysis	Hwy	MB 240	Scoping	N/A	N/A	5.0	0.0	
4	Castro Valley Local Area Traffic Circulation Improvement	LSR	MB 241	Environmental	TBD	TBD	5.0	0.0	
5	Program-Wide and Project Closeout Costs	Var	MB Var	Var	NA	NA	10.2	0.0	
6	Altamont Commuter Express Rail	MT	ACTIA 01	Construction	TBD	TBD	0.0	13.2	
7	BART Warm Springs Extension	MT	ACTIA 02	Construction	Sep 2009	Dec 2015	0.0	224.4	
8	BART Oakland Airport Connector	MT	ACTIA 03	Construction	Sep 2010	Dec 2013	0.0	89.1	
9	Downtown Oakland Streetscape Improvement	BP	ACTIA 04	Construction	Sep 2007	Jun 2015	0.0	6.4	
10	Fruitvale Transit Village	MT	ACTIA 05	Complete			0.0	4.4	
11	Union City Intermodal Station	MT	ACTIA 06	Construction	Jun 2007	Mar 2012	0.0	12.6	
12	Telegraph Avenue Bus Rapid Transit	MT	ACTIA 07A	Environmental	Oct 2014	Apr 2016	0.0	11.5	
13	San Pablo Avenue Corridor Transit	MT	ACITA 07B	Complete			0.0	2.3	
14	Telegraph Avenue Rapid Bus Service	MT	ACTIA 07C	Complete			0.0	10.7	
15	I-680 Sunol Express Lanes - Southbound	Hwy	ACTIA 08A	Construction	Oct 2008	Jun 2012	0.0	15.2	
16	I-680 Sunol Express Lanes - Northbound	Hwy	ACTIA 08B	Environmental	TBD	TBD	0.0	20.0	
17	Iron Horse Transit Route	MT	ACTIA 09	Design	TBD	TBD	0.0	6.3	
18	I-880/Broadway-Jackson Interchange Improvement (Study Only)	Hwy	ACTIA 10	Scoping	N/A	N/A	0.0	8.1	
19	I-880/Washington Ave I/C	Hwy	ACTIA 11	Complete			0.0	1.3	
20	I-580 Castro Valley Interchanges Improvements (Note 3)	Hwy	ACTIA 12	Plant Establishment	Jun 2008	Jun 2011	15.0	11.5	
21	Lewelling/East Lewelling Blvd Widening	LSR	ACTIA 13	Construction	Jul 2009	Aug 2012	0.0	13.1	
22	I-580 Auxiliary Lane Westbound (Fallon Road to Tassajara Road)	Hwy	ACTIA 14A	Complete			0.0	2.5	
23	I-580 Auxiliary Lane Westbound (Airway Blvd to Fallon Road)	Hwy	ACTIA 14B	Design	Jul 2012	Nov 2014	0.0	2.7	
24	I-580 Auxiliary Lane Eastbound (El Charro Road to Airway Blvd) (Note 4)	Hwy	ACTIA 14C	Complete			0.0	7.8	
25	Route 92/Clawiter - Whitesell Interchange and Reliever Route	Hwy	ACTIA 15	Design	Jul 2013	Jul 2015	0.0	27.0	
26	Oakland Local Streets and Roads	LSR	ACTIA 16	Complete			0.0	5.3	
27	Hesperian Boulevard/Lewelling Boulevard Widening (Stage 1)	LSR	ACTIA 17A	Complete			0.0	0.6	

Summary of Measure B Capital Projects Current Status and Measure B Funding									
Index	Project Title	Project Type (Note 1)	Agency of Origin Project Number	Current Phase	Construction Schedule (Note 2)		Measure B Funding (\$ x million)		
					Begin	End	1986 MB (ACTA)	2000 MB (ACTIA)	
28	Hesperian Boulevard/Lewelling Boulevard Widening (Stage 2) (Note 5)	LSR	ACTIA 17B	Construction	Jan 2010	Aug 2012	0.0	0.7	
29	Westgate Parkway Extension (Wal-Mart to Williams Street)	LSR	ACTIA 18A	Complete			0.0	7.9	
30	Westgate Parkway Extension (Davis Street) (Note 6)	LSR	ACTIA 18B	Design	Jul 2012	May 2015	0.0	0.6	
31	East 14th St/Hesperian Blvd/150th St Improvements (Note 6)	LSR	ACTIA 19	Design	Sep 2013	May 2015	0.0	3.2	
32	Newark Local Streets	LSR	ACTIA 20	Complete			0.0	1.4	
33	I-238 Widening (Note 4)	Hwy	ACTIA 21	Complete			0.0	81.0	
34	I-680/I-880 Cross Connector Studies (Study Only)	Hwy	ACTIA 22	Scoping	N/A	N/A	0.0	1.2	
35	Isabel Avenue - Route 84/I-580 Interchange	Hwy	ACTIA 23	Construction	Jan 2009	Apr 2012	0.0	26.5	
36	Route 84 Expressway Widening	Hwy	ACTIA 24	Construction	Mar 2012	Feb 2016	0.0	96.5	
37	Dumbarton Corridor Improvements (Newark and Union City)	MT	ACTIA 25	Environmental	TBD	TBD	0.0	19.4	
38	I-580 Corridor/BART to Livermore Studies (Study Only)	MT	ACTIA 26	Environmental	N/A	N/A	0.0	11.8	
39	Vasco Road Safety Improvements	LSR	ACTIA 27A	Complete			0.0	1.5	
40	I-80 Integrated Corridor Mobility Project	Hwy	ACTIA 27B	Construction	Jun 2011	Apr 2015	0.0	2.8	
41	I-880 Corridor Improvements in Oakland and San Leandro (Note 7)	Hwy	ACTIA 27C	Design	Aug 2012	Apr 2016	0.0	2.3	
42	CWTP/TEP Development	Hwy	ACTIA 27D	Scoping	NA	NA	0.0	0.1	
43	Studies for Congested Segments/Locations on the CMP Network	Hwy	ACTIA 27E	Scoping	Oct 2014	Nov 2015	0.0	3.7	
					TOTALS		204.0	756.6	
Notes:									
1. Project Types: Hwy = Highway; LSR = Local Streets and Roads; MT = Mass Transit; and BP = Bicycle and Pedestrian.									
2. Construction schedules shown are subject to change based on project delivery activities. Begin Construction date shown is typically the expected contract award date.									
3. The I-580 Castro Valley Interchanges Improvements project is included in both the 1986 MB Program (MB 239) and the 2000 MB Program (ACTIA No. 12). The 1986 MB commitment is treated as a contribution to the 2000 MB project.									
4. The 2000 MB commitment for ACTIA No. 14C was exchanged for other funds in the I-580 Corridor. The ACTIA 14C commitment is treated as a contribution to the I-238 Widening Project included in the 2000 MB Program, ACTIA No. 21.									
5. The second stage of the Hesperian Boulevard/Lewelling Boulevard Widening project (ACTIA No. 17B) is being implemented with the Lewelling/East Lewelling Blvd Widening project (ACTIA No. 13) by Alameda County.									
6. The Draft FY 2012/13 SPU reflects the transfer of a portion of the 2000 MB commitment for the second stage of the Westgate Parkway Extension project (ACTIA 18B) to the East 14th St/Hesperian Blvd/150th St Improvements project (ACTIA 19) per the request of the City of San Leandro and the concurrence of the other agencies in the same Planning Area, i.e. the City of Hayward and Alameda County.									
7. The I-880 North Safety and Operational Improvements at 23rd and 29th Avenues project and the North and South Segments of the I-880 Southbound HOV Lane project, including follow on landscaping, are eligible for the 2000 MB commitment to the I-880 Corridor Improvements in Oakland and San Leandro project (ACTIA No. 27 C).									

Attachment B1

FY 2012/13 Measure B Capital Program Strategic Plan Update 1986 Measure B Remaining Capital Project Commitments and Line Item Expenditures June 2012										
			\$ x 1,000 in the FY Shown (Note 1)							
No.	Project Title	Prior to FY 12/13	FY 12/13	FY 13/14	FY 14/15	FY 15/16	Totals			
MB226	I-880 to Mission Boulevard East-West Connector	\$ 14,492	\$ 20,000	\$ 15,000	\$ 30,000	\$ 9,379	\$			\$ 88,871
MB238	Route 238/Mission-Foothill-Jackson Corridor Improvement	\$ 65,709	\$ 13,000	\$ 1,291	\$ -	\$ -	\$			\$ 80,000
MB239	I-580/Redwood Road Interchange (contribution to ACTIA 12)	\$ 9,124	\$ 300	\$ 1,000	\$ 1,000	\$ 3,576	\$			\$ 15,000
MB240	Central Alameda County Freeway System Operational Analysis	\$ 1,822	\$ 975	\$ 2,203	\$ -	\$ -	\$			\$ 5,000
MB241	Castro Valley Local Area Traffic Circulation Improvement	\$ 50	\$ 2,100	\$ 2,850	\$ -	\$ -	\$			\$ 5,000
IMB Var	Program-wide and Project Closeout Costs (Note 2)	\$ 161	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$			\$ 10,161
Totals		\$ 91,358	\$ 38,875	\$ 24,844	\$ 33,500	\$ 15,455	\$			\$ 204,032
Notes:										
1. The amounts shown per FY represent the maximum amount of 1986 Measure B assumed to be expended by the Alameda CTC in the FY shown. These amounts are used as a constraint for the most aggressive spending scenario of the program-wide cashflow model used to analyze the overall 1986 MB Capital Program from a financial perspective. The difference between the actual amount expended by the Alameda CTC in a given FY, including prior FY's, and the maximum shown are assumed available in any subsequent FY without having to recalibrate the program-wide cashflow model for approval to expend any carryover amounts. Before the actual amount expended in a given FY can exceed the maximum shown, the program-wide cashflow model will need to be revisited, and possibly recalibrated, before any amount in excess of the maximum shown can be approved.										
2. The Program-wide and Project Closeout Costs include miscellaneous costs related to program-wide activities and post-construction commitments such as follow up landscaping projects, landscaping maintenance, right of way settlements, right of way close-out, interagency agreement closeout, etc. for 1986 MB capital projects not listed separately. Once project construction is closed out, any remaining amount of 1986 Measure B commitment for the project is moved to this line item for budgeting and cashflow purposes. Individual encumbrances for 1986 Measure B commitments will continue to be brought before the Alameda CTC for approval before expenditures are approved.										

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Attachment B2

FY 2012/13 Measure B Capital Program Strategic Plan Update 1986 Measure B Capital Program Financial Plan June 2012									
		\$ x 1,000 in the FY Shown							
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	Totals			
Beginning Cash Balance (Capital Account)		\$	126,912	\$	35,565	\$	2,860	\$	1,910
Sources of Funds (Capital Account)									
1	Sales Tax Revenues (Net - Capital Account)	\$	-	\$	-	\$	-	\$	-
2	Interest Revenues (Capital Account)	\$	1,028	\$	139	\$	50	\$	40
3	Reimbursements for MB Capital Expenditures	\$	-	\$	-	\$	-	\$	-
4	Repayment from 2000 Measure B (ACTIA)	\$	-	\$	20,500	\$	39,000	\$	3,500
5	Repayment from ACCMA	\$	-	\$	-	\$	-	\$	25,000
6	Proceeds from Sales of Excess Property	\$	-	\$	-	\$	3,000	\$	-
7	Total Sources of Funds (Capital Account)	\$	1,028	\$	20,639	\$	42,050	\$	28,540
Uses of Funds (Capital Account)									
8	1986 Measure B Capital Project Expenditures	\$	38,875	\$	24,844	\$	33,500	\$	15,455
9	1986 MB Administration (inc. Professional Services)	\$	4,500	\$	4,500	\$	4,500	\$	4,500
10	Loan to 2000 Measure B (ACTIA)	\$	44,000	\$	19,000	\$	-	\$	-
11	Loan to ACCMA	\$	5,000	\$	5,000	\$	5,000	\$	-
12	Total Uses of Funds (Capital Account)	\$	92,375	\$	53,344	\$	43,000	\$	19,955
13	Annual Excess/(Deficit)	\$	(91,347)	\$	(32,705)	\$	(950)	\$	8,585
14	Ending Cash Balance (Capital Account)	\$	35,565	\$	2,860	\$	1,910	\$	10,495

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Attachment C1

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Commitment Summary June 2012					
		Total Measure B Commitment (\$ x 1,000)	Total Amount Allocated To Date (\$ x 1,000)		Remaining Programmed (Un-Allocated) Balance (\$ x 1,000)
01	ACE Capital Improvements	\$ 13,184	\$ 7,671		\$ 5,513
02	BART Warm Springs Extension	\$ 224,448	\$ 224,448		\$ -
03	BART Oakland Airport Connector	\$ 89,052	\$ 89,052		\$ -
04	Oakland Downtown Streetscape Project	\$ 6,358	\$ 6,358		\$ -
05	Fruitvale Transit Village - 5A/5B	\$ 4,435	\$ 4,435		\$ -
06	Union City Intermodal Station	\$ 12,561	\$ 12,561		\$ -
07A	Telegraph Avenue Corridor Transit Project	\$ 11,510	\$ 10,182		\$ 1,328
07B	San Pablo Avenue Corridor Transit Improvement Project	\$ 2,262	\$ 2,262		\$ -
07C	Telegraph Avenue Corridor Transit Project - Stage 2	\$ 10,672	\$ 10,672		\$ -
08A	I-680 Express Lane - Southbound	\$ 15,197	\$ 15,197		\$ -
08B	I-680 Express Lane - Northbound	\$ 20,000	\$ 5,500		\$ 14,500
09	Iron Horse Transit Route	\$ 6,267	\$ -		\$ 6,267
10	I-880/Broadway-Jackson Interchange	\$ 8,101	\$ 8,101		\$ -
11	I-880/Washington Avenue Interchange	\$ 1,335	\$ 1,335		\$ -
12	I-580 Interchange Improvements in Castro Valley (Note 1)	\$ 11,525	\$ 11,525		\$ -
13	Lewelling Boulevard/East Lewelling Boulevard (Note 2)	\$ 13,104	\$ 13,104		\$ -
14A	I-580 Auxiliary Lane Westbound (Fallon Road to Tassajara Road)	\$ 2,500	\$ 2,500		\$ -
14B	I-580 Auxiliary Lane Westbound (Airway Blvd to Fallon Road)	\$ 2,686	\$ 2,686		\$ -
14C	I-580 Auxiliary Lane Eastbound (El Charro Road to Airway Blvd) (Note 3)	\$ 7,843	\$ 7,843		\$ -
15	I-880/Route 92/Whitesell Drive Interchange	\$ 27,037	\$ 12,605		\$ 14,432

Attachment C1 (cont.)

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Commitment Summary June 2012					
		Total Measure B Commitment (\$ x 1,000)	Total Amount Allocated To Date (\$ x 1,000)		Remaining Programmed (Un-Allocated) Balance (\$ x 1,000)
16	Oakland Local Streets and Roads	\$ 5,278	\$ 5,278		\$ -
17A	Hesperian Boulevard/Lewelling Boulevard Widening (Stage 1)	\$ 578	\$ 578		\$ -
17B	Hesperian Boulevard/Lewelling Boulevard Widening (Stage 2) (Note 2)	\$ 686	\$ 686		\$ -
18A	Westgate Parkway Extension (Wal-Mart to Williams Street)	\$ 7,918	\$ 7,918		\$ -
18B	Westgate Parkway Extension (Davis Street) (Note 4)	\$ 600	\$ 503		\$ 97
19	East 14th St/Hesperian Blvd/150th St Improvements (Note 4)	\$ 3,218	\$ 1,030		\$ 2,188
20	Newark Local Streets	\$ 1,422	\$ 1,422		\$ -
21	I-238 Widening (Note 3)	\$ 81,022	\$ 81,022		\$ -
22	I-680/I-880 Cross Connector Studies	\$ 1,233	\$ 1,233		\$ -
23	Isabel Avenue - Route 84/I-580 Interchange	\$ 26,529	\$ 26,529		\$ -
24	Route 84 Expressway Widening	\$ 96,459	\$ 96,459		\$ -
25	Dumbarton Corridor Improvements (Newark and Union City)	\$ 19,367	\$ 6,078		\$ 13,289
26	I-580 Corridor/BART to Livermore Studies	\$ 11,831	\$ 9,699		\$ 2,132
27A	Vasco Road Safety Improvements	\$ 1,500	\$ 1,500		\$ -
27B	I-80 Integrated Corridor Mobility Project	\$ 2,800	\$ 2,800		\$ -
27C	I-880 Corridor Improvements in Oakland and San Leandro (Note 5)	\$ 2,250	\$ 2,250		\$ -
27D	CWTP/TEP Development	\$ 50	\$ 50		\$ -
27E	Studies for Congested Segments/Locations on the CMP Network	\$ 3,651	\$ 3,651		\$ -
Totals		\$ 756,469	\$ 696,723		\$ 59,746

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Commitment Summary	
June 2012	
Notes:	<ol style="list-style-type: none">1. The I-580 Castro Valley Interchanges Improvements project is included in both the 1986 MB Program (MB 239) and the 2000 MB Program (ACTIA No. 12). The 1986 MB commitment is treated as a contribution to the 2000 MB project.2. The second stage of the Hesperian Boulevard/Lewelling Boulevard Widening project (ACTIA No. 17B) is being implemented with the Lewelling/East Lewelling Blvd Widening project (ACTIA No. 13) by Alameda County.3. The 2000 MB commitment for ACTIA No. 14C was exchanged for other funds in the I-580 Corridor. The ACTIA 14C commitment is treated as a contribution to the I-238 Widening Project included in the 2000 MB Program, ACTIA No. 21.4. The FY 2012/13 SPU reflects the transfer of a portion of the 2000 MB commitment for the second stage of the Westgate Parkway Extension project (ACTIA 18B) to the East 14th St/Hesperian Blvd/150th St Improvements project (ACTIA 19) per the request of the City of San Leandro with the concurrence of the other agencies in the same Planning Area, i.e. the City of Hayward and Alameda County.5. The I-880 North Safety and Operational Improvements at 23rd and 29th Avenues project and the North and South Segments of the I-880 Southbound HOV Lane project, including follow on landscaping, are eligible for the 2000 MB commitment to the I-880 Corridor Improvements in Oakland and San Leandro project (ACTIA No. 27 C).

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Attachment C2

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Allocation Plan Schedule June 2012												
				\$ x 1,000								
	Total 2000 MB Commitment	Total Amount Allocated To Date	Remaining 2000 MB Programmed Balance	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Totals (Future Allocations)			
01	ACE Capital Improvements	\$ 13,184	\$ 7,671	\$ 5,513	3,513			2,000		\$ 5,513		
07A	Telegraph Avenue Corridor Transit Project	\$ 11,510	\$ 10,182	\$ 1,328		1,328				\$ 1,328		
08B	I-680 Express Lane - Northbound	\$ 20,000	\$ 5,500	\$ 14,500	5,000	5,000		4,500		\$ 14,500		
09	Iron Horse Transit Route	\$ 6,267	\$ -	\$ 6,267	1,000	5,267				\$ 6,267		
15	I-880/Route 92/Whitesell Drive Interchange	\$ 27,037	\$ 12,605	\$ 14,432		1,500	12,932			\$ 14,432		
18B	Westgate Parkway Extension (Davis Street)	\$ 600	\$ 503	\$ 97	97					\$ 97		
19	East 14th St/Hesperian Blvd/150th St Improvements	\$ 3,218	\$ 1,030	\$ 2,188	2,188					\$ 2,188		
25	Dumbarton Corridor Improvements (Newark and Union City)	\$ 19,367	\$ 6,078	\$ 13,289	1,000	3,000	9,289			\$ 13,289		
26	I-580 Corridor/BART to Livermore Studies	\$ 11,831	\$ 9,699	\$ 2,132	1,000	1,132				\$ 2,132		
Totals (Projects This Sheet)				\$ 113,014	\$ 53,268	\$ 59,746	\$ 13,798	\$ 17,227	\$ 12,932	\$ 9,289	\$ 6,500	\$ 59,746

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Attachment C3

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Allocation Plan Notes June 2012					
		\$ x 1,000			
		Total 2000 MB Commitment	Total Amount Allocated To Date	Remaining 2000 MB Programmed Balance	
01	ACE Capital Improvements	\$ 13,184	\$ 7,671	\$ 5,513	Allocation Plan Notes Remaining 2000 Measure B allocations are anticipated for the Alameda County share of ACE capital costs for various projects approved annually in a list recommended by the SJRRC. The availability of \$2M of the remaining Programmed Balance is delayed due to an advance approved in September 2011 for the I-580 EB Aux/HOT Lane project to be paid back with toll revenues.
07A	Telegraph Avenue Corridor Transit Project	\$ 11,510	\$ 10,182	\$ 1,328	Remaining Measure B allocations are anticipated for reimbursement of future project development costs incurred directly by the Alameda CTC and/or the implementing agency(ies).
08B	I-680 Express Lane - Northbound	\$ 20,000	\$ 5,500	\$ 14,500	Remaining 2000 Measure B allocations are anticipated for future project development phase costs incurred directly by the Alameda CTC. The availability of \$4.5M of the remaining Programmed Balance is delayed due to an advance approved in September 2011 for the I-580 EB Aux/HOT Lane project to be paid back with toll revenues.
09	Iron Horse Transit Route	\$ 6,267	\$ -	\$ 6,267	Remaining 2000 Measure B allocations are anticipated for reimbursement of future project development and capital phase costs incurred by the implementing agency(ies).
15	I-880/Route 92/Whitesell Drive Interchange	\$ 27,037	\$ 12,605	\$ 14,432	Remaining 2000 Measure B allocations are anticipated for reimbursement of future project development and capital phase costs incurred by the implementing agency(ies).
18B	Westgate Parkway Extension (Davis Street)	\$ 600	\$ 503	\$ 97	The Total 2000 Measure B Commitment for ACTIA 18B (amount shown reflects the transfer of \$2.188 million of ACTIA 18B 2000 Measure B Commitment to ACTIA 19) will be made available for project development and capital phase costs incurred directly by the Alameda CTC in conjunction with the I-880 Southbound HOV project per agreement with City of San Leandro.
19	East 14th St/Hesperian Blvd/150th St Improvements	\$ 3,218	\$ 1,030	\$ 2,188	Remaining 2000 Measure B allocations (amount shown reflects the transfer of \$2.188 million of ACTIA 18B 2000 Measure B Commitment to ACTIA 19) are anticipated for reimbursement of future project development and capital phase costs incurred by the implementing agency(ies).
25	Dumbarton Corridor Improvements (Newark and Union City)	\$ 19,367	\$ 6,078	\$ 13,289	Remaining 2000 Measure B allocations are anticipated for reimbursement of future project development and capital phase costs incurred by the implementing agency(ies), including \$1 million for costs incurred directly by the Alameda CTC to support project development.
26	I-580 Corridor/BART to Livermore Studies	\$ 11,831	\$ 9,699	\$ 2,132	Remaining 2000 Measure B allocations are anticipated for costs incurred directly by the Alameda CTC.
Totals (Projects This Sheet)		\$ 113,014	\$ 53,268	\$ 59,746	

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FY 2012/13 Measure B Capital Program Strategic Plan Update											
2000 Measure B Capital Project Line Item Expenditures											
June 2012											
		\$ x 1,000 in the FY Shown									
No.	Project Title	Prior to FY 12/13	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Totals	
1	ACE Capital Improvements	\$ 3,684	\$ 3,500	\$ 2,000	\$ 2,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 13,184	
2	BART Warm Springs Extension	\$ 94,048	\$ 31,000	\$ 30,000	\$ 40,000	\$ 25,000	\$ 4,401	\$ -	\$ -	\$ 224,449	
3	BART Oakland Airport Connector	\$ 25,950	\$ 48,000	\$ 15,101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,051	
4	Downtown Oakland Streetscape	\$ 762	\$ -	\$ 1,750	\$ 3,846	\$ -	\$ -	\$ -	\$ -	\$ 6,358	
5	Fruitvale Transit Village	\$ 4,435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,435	
6	Union City Intermodal Station	\$ 12,561	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,561	
7A	Telegraph Avenue Bus Rapid Transit	\$ 6,006	\$ 3,000	\$ 2,504	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,510	
7B	San Pablo Avenue Corridor Transit	\$ 2,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,262	
7C	Telegraph Avenue Rapid Bus Service	\$ 10,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,672	
8	I-680 Express Lane	\$ 14,297	\$ 2,500	\$ 3,000	\$ 900	\$ 5,000	\$ 8,000	\$ 2,000	\$ 1,500	\$ 37,197	
9	Ironhorse Trail	\$ -	\$ 500	\$ 2,500	\$ 2,000	\$ 1,267	\$ -	\$ -	\$ -	\$ 6,267	
10	I-880/Broadway-Jackson I/C	\$ 2,190	\$ 2,500	\$ 3,412	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,102	
11	I-880/Washington Ave I/C	\$ 1,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,334	
12	I-580 Castro Valley I/C	\$ 11,524	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,524	
13	Lewelling/East Lewelling	\$ 12,166	\$ 939	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,105	
14A	I-580 Auxiliary Lanes - W/B Fallon to Tassajara	\$ 1,798	\$ 702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	
14B	I-580 Auxiliary Lanes - W/B Airway to Fallon	\$ 1,511	\$ 1,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,686	
14C	I-580 Auxiliary Lanes - E/B El Charro to Airway	\$ 7,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,844	
15	Rte 92/Clawiter-Whitesell I/C	\$ 915	\$ 3,750	\$ 7,000	\$ 10,000	\$ 5,372	\$ -	\$ -	\$ -	\$ 27,037	

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Project Line Item Expenditures June 2012													
\$ x 1,000 in the FY Shown													
No.	Project Title	Prior to FY 12/13	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Totals			
16	Oakland Local Streets	\$ 5,278	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,278			
17	Hesperian/Lewelling Widening	\$ 1,264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,264			
18	Westgate Extension	\$ 7,955	\$ 563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,518			
19	E. 14th/Hesperian/150th Improvements	\$ 645	\$ 1,886	\$ 688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,219			
20	Newark Local Streets	\$ 1,422	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,422			
21	I-238 Widening	\$ 81,023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,023			
22	I-680/I-880 Cross Connector Study	\$ 765	\$ 468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,233			
23	Isabel - Route 84/I-580 I/C	\$ 19,755	\$ 6,774	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,529			
24	Route 84 Expressway	\$ 15,781	\$ 11,000	\$ 22,500	\$ 30,000	\$ 16,500	\$ 678	\$ -	\$ -	\$ 96,459			
25	Dumbarton Corridor	\$ 2,562	\$ 3,000	\$ 2,000	\$ 1,000	\$ 2,000	\$ 5,000	\$ 3,805	\$ -	\$ 19,367			
26	I-580 Corridor/BART to Livermore	\$ 7,901	\$ 2,000	\$ 1,800	\$ 131	\$ -	\$ -	\$ -	\$ -	\$ 11,832			
27	Congestion Relief Emergency Fund - Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
27A	Vasco Road	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500			
27B	I-80 ICM	\$ 2,057	\$ 742	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,799			
27C	I-880 Corridor Improvements in Oakland and San Leandro	\$ 1,626	\$ 624	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,250			
27D	CWTP/TEP Development	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50			
27E	Studies for Congested Segments/Locations on the CMP	\$ -	\$ 800	\$ 1,000	\$ 1,000	\$ 851	\$ -	\$ -	\$ -	\$ 3,651			
Totals		\$ 363,493	\$ 125,473	\$ 95,255	\$ 90,877	\$ 55,990	\$ 19,079	\$ 6,805	\$ 1,500	\$ 758,472			

Attachment D2

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Program Advances and Repayments June 2012													
		\$ x 1,000 in FY Shown											
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	Totals		
Sources of Funds (Repayments of Advances/Loans)													
1	I-680 Sunol Southbound TCRP LONP Payback	\$ 2,000										\$ 2,000	
2	I-580 EB Aux/HOT Payback from Toll Revenues			\$ 250	\$ 500	\$ 1,000	\$ 1,500	\$ 2,000	\$ 2,000	\$ 1,250		\$ 8,500	
3	2012 STIP Exchange (Route 84 Expressway - South Segment)					\$ 37,030						\$ 37,030	
4	Total Sources of Funds (Repayments)	\$ 2,000	\$ -	\$ 250	\$ 500	\$ 38,030	\$ 1,500	\$ 2,000	\$ 2,000	\$ 1,250		\$ 47,530	

Uses of Funds (Expenditures for Advances)													
		\$ x 1,000 in FY Shown											
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	Totals		
Uses of Funds (Expenditures for Advances)													
5	I-580 EB Aux Lane	\$ 4,000	\$ 3,050									\$ 7,050	
6	I-580 EB HOT Lane		\$ 1,000	\$ 450								\$ 1,450	
7	2012 STIP Exchange (See Project Detail Sheet)	\$ 8,000	\$ -	\$ -	\$ -	\$ 29,030	\$ -	\$ -	\$ -	\$ -		\$ 37,030	
8	Total Uses of Funds (Expenditures)	\$ 12,000	\$ 4,050	\$ 450	\$ -	\$ 29,030	\$ -	\$ -	\$ -	\$ -		\$ 45,530	

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Program Advances - 2012 STIP Exchange Project Detail Sheet									
June 2012		\$ x 1,000 in FY Shown							
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	Totals		
STIP Exchange Projects									
1	East Bay Bus Rapid Transit (AC Transit)					\$ 5,000	\$ 5,000	\$ 5,000	
2	I-880/Broadway-Jackson (Alameda)					\$ 2,500	\$ 2,500	\$ 2,500	
3	Crow Canyon Road Safety Improvements (Ala. County)					\$ 1,000	\$ 1,000	\$ 1,000	
4	Niles Canyon Rd (Rte 84), Paloma Rd and Pleasanton-Sunol Rd Intersection (Ala. County)	\$ 1,500				\$ -	\$ -	\$ 1,500	
5	East-West Connector (Alameda CTC)	\$ -				\$ 14,300	\$ 14,300	\$ 14,300	
6	I-880 I-Bond Projects in Oakland and San Leandro	\$ 1,000				\$ -	\$ -	\$ 1,000	
7	I-880/Mission Blvd (Rte 262) Phase 1B/2 Interchange Completion (VTA)	\$ 3,500				\$ -	\$ -	\$ 3,500	
8	Automall Parkway Project (Fremont)	\$ -				\$ 3,500	\$ 3,500	\$ 3,500	
9	42nd Ave/High St Access Improvement (Oakland)	\$ -				\$ 2,000	\$ 2,000	\$ 2,000	
10	Route 85/Hesperian Blvd/150th Ave Channelization Improvements (San Leandro)	\$ 1,000				\$ -	\$ -	\$ 1,000	
11	RIP-TE Payback of TE Capacity to San Mateo County (TBD)	\$ -				\$ 200	\$ 200	\$ 200	
12	RIP-TE Reserve (Alameda CTC)	\$ -				\$ 530	\$ 530	\$ 530	
13	RIP-TE I-880 SB HOV Lane Widening Project Landscape/Hardscape at Marina/Davis I/C (Alameda CTC)	\$ 1,000						\$ 1,000	
14	Totals	\$ 8,000	\$ -	\$ -	\$ -	\$ 29,030	\$ 29,030	\$ 37,030	

Attachment D4

FY 2012/13 Measure B Capital Program Strategic Plan Update																							
2000 Measure B Capital Program Financial Plan - Without Financing or Borrowing																							
June 2012		2000 Measure B Capital Program Financial Plan (\$ x 1,000)																					
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Totals											
Beginning Cash Balance (Capital Account)		\$	58,091	\$	(33,619)	\$	(88,645)	\$	(134,979)	\$	(144,716)	\$	(108,038)	\$	(65,855)	\$	(17,150)	\$	34,597	\$	86,656		
Sources of Funds (Capital Account)																							
1	Sales Tax Revenues (Net - Capital Account)	\$	44,755	\$	45,651	\$	46,564	\$	47,495	\$	48,445	\$	49,414	\$	50,402	\$	51,410	\$	52,438	\$	41,973	\$	478,547
2	Interest Revenues (Capital Account)	\$	167	\$	38	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	205
3	Reimbursements for MB Capital Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
4	Borrowing from 1986 Measure B (ACTA)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
5	Financing Proceeds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
6	Repayment of Advances/Loans (See Detail)	\$	2,000	\$	-	\$	250	\$	500	\$	38,030	\$	1,500	\$	2,000	\$	2,000	\$	1,250	\$	-	\$	47,530
7	Total Sources of Funds (Capital Account)	\$	46,922	\$	45,689	\$	46,814	\$	47,995	\$	86,475	\$	50,914	\$	52,402	\$	53,410	\$	53,688	\$	41,973	\$	526,282
Uses of Funds (Capital Account)																							
8	2000 Measure B Capital Project Expenditures	\$	125,000	\$	95,000	\$	91,000	\$	56,000	\$	19,000	\$	7,000	\$	2,000	\$	-	\$	-	\$	-	\$	395,000
9	2000 MB Administration (inc. Prof. Services)	\$	1,632	\$	1,665	\$	1,698	\$	1,732	\$	1,767	\$	1,731	\$	1,697	\$	1,663	\$	1,629	\$	1,597	\$	16,811
10	Payback to 1986 Measure B (ACTA)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11	Financing Costs (Non-Principal)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
12	Financing Principal Payments	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
13	Advances/Loans (See Detail)	\$	12,000	\$	4,050	\$	450	\$	-	\$	29,030	\$	-	\$	-	\$	-	\$	-	\$	-	\$	45,530
14	Total Uses of Funds (Capital Account)	\$	138,632	\$	100,715	\$	93,148	\$	57,732	\$	49,797	\$	8,731	\$	3,697	\$	1,663	\$	1,629	\$	1,597	\$	457,341
15	Annual Excess/(Deficit)	\$	(91,710)	\$	(55,026)	\$	(46,334)	\$	(9,737)	\$	36,678	\$	42,183	\$	48,705	\$	51,747	\$	52,059	\$	40,376		
16	Ending Cash Balance (Capital Account)	\$	(33,619)	\$	(88,645)	\$	(134,979)	\$	(144,716)	\$	(108,038)	\$	(65,855)	\$	(17,150)	\$	34,597	\$	86,656	\$	127,032		

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Attachment D5

FY 2012/13 Measure B Capital Program Strategic Plan Update 2000 Measure B Capital Program Financial Plan - With Sample Financing and Borrowing Scenario														
June 2012														
		\$ x 1,000 in FY Shown												
		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Totals		
Beginning Cash Balance (Capital Account)		\$ 58,091	\$ 10,381	\$ 111,430	\$ 3,295	\$ 61,424	\$ 56,092	\$ 56,921	\$ 64,406	\$ 75,165	\$ 86,682			
Sources of Funds (Capital Account)														
1	Sales Tax Revenues (Net - Capital Account)	\$ 44,755	\$ 45,651	\$ 46,564	\$ 47,495	\$ 48,445	\$ 49,414	\$ 50,402	\$ 51,410	\$ 52,438	\$ 41,973	\$ 478,547		
2	Interest Revenues (Capital Account)	\$ 167	\$ 38	\$ 1,348	\$ -	\$ 885	\$ 1,513	\$ 1,618	\$ 1,820	\$ 2,235	\$ 3,597	\$ 13,221		
3	Reimbursements for MB Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
4	Borrowing from 1986 Measure B (ACTA)	\$ 44,000	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,000		
5	Financing Proceeds	\$ -	\$ 165,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,000		
6	Repayment of Advances/Loans (See Detail)	\$ 2,000	\$ -	\$ 250	\$ 500	\$ 38,030	\$ 1,500	\$ 2,000	\$ 2,000	\$ 1,250	\$ -	\$ 47,530		
7	Total Sources of Funds (Capital Account)	\$ 90,922	\$ 229,689	\$ 48,162	\$ 147,995	\$ 87,360	\$ 52,427	\$ 54,020	\$ 55,230	\$ 55,923	\$ 45,570	\$ 867,298		
Uses of Funds (Capital Account)														
8	Measure B Capital Project Expenditures	\$ 125,000	\$ 95,000	\$ 91,000	\$ 56,000	\$ 19,000	\$ 7,000	\$ 2,000	\$ -	\$ -	\$ -	\$ 395,000		
9	2000 MB Administration (inc. Prof. Services)	\$ 1,632	\$ 1,665	\$ 1,698	\$ 1,732	\$ 1,767	\$ 1,731	\$ 1,697	\$ 1,663	\$ 1,629	\$ 1,597	\$ 16,811		
10	Payback to 1986 Measure B (ACTA)	\$ -	\$ 20,500	\$ 39,000	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,000		
11	Financing Costs (Non-Principal)	\$ -	\$ 7,425	\$ 6,242	\$ 10,011	\$ 8,450	\$ 7,045	\$ 5,583	\$ 4,063	\$ 2,482	\$ 838	\$ 52,139		
12	Financing Principal Payments	\$ -	\$ -	\$ 17,907	\$ 18,623	\$ 34,445	\$ 35,822	\$ 37,255	\$ 38,745	\$ 40,295	\$ 41,908	\$ 265,000		
13	Advances/Loans (See Detail)	\$ 12,000	\$ 4,050	\$ 450	\$ -	\$ 29,030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,530		
14	Total Uses of Funds (Capital Account)	\$ 138,632	\$ 128,640	\$ 156,297	\$ 89,866	\$ 92,692	\$ 51,598	\$ 46,535	\$ 44,471	\$ 44,406	\$ 44,343	\$ 837,480		
15	Annual Excess/(Deficit)	\$ (47,710)	\$ 101,049	\$ (108,135)	\$ 58,129	\$ (5,332)	\$ 829	\$ 7,485	\$ 10,759	\$ 11,517	\$ 1,227			
16	Ending Cash Balance (Capital Account)	\$ 10,381	\$ 111,430	\$ 3,295	\$ 61,424	\$ 56,092	\$ 56,921	\$ 64,406	\$ 75,165	\$ 86,682	\$ 87,909			

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Review of California Transportation Commission (CTC) May 2012 Meeting Summary**

Recommendations:

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

Background:

The California Transportation Commission is responsible for programming and allocating funds for the construction of highway, passenger rail, and transit improvements throughout California. The CTC consists of eleven voting members and two non-voting ex-officio members. The San Francisco Bay Area has three (3) CTC members residing in its geographic area: Bob Alvarado, Jim Ghielmetti, and Carl Guardino.

The May 2012 CTC meeting was held at Sacramento, CA. There were ten (10) items on the agenda pertaining to Projects / Programs within Alameda County (Attachment A).

Attachments:

Attachment A: May CTC Meeting Summary for Alameda County Projects /Programs

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May 2012 CTC Summary for Alameda County Projects/ Programs

Sponsor	Program / Project	Item Description	CTC Action / Discussion
Alameda CTC	Proposition 1B Corridor Mobility Improvement Account (CMIA) Program / Route 84 Expressway Widening project	De-allocate \$3,943,000 in CMIA funds CON Phase , thereby reducing the original CMIA construction allocation of \$17,050,000 to \$13,107,000 to reflect contract award savings.	Approved
Alameda CTC	Corridor Mobility Improvement Account (CMIA) Program / I-880 Southbound HOV Lane Extension Project - North Segment (Davis Street to Hegenberger Road)	Allocation of \$36 Million for CON phase	Approved
Alameda CTC	Corridor Mobility Improvement Account (CMIA) Program / I-80 ICM Adaptive Ramp Metering Project	Allocation of \$10.9 Million for CON phase	Approved
Alameda CTC	Corridor Mobility Improvement Account (CMIA) Program / I-80 ICM Active Traffic Management Project	Allocation of \$28.9 Million for CON phase	Approved
MTC	Corridor Mobility Improvement Account (CMIA) Program / Freeway Performance Initiative - Traffic Operation Systems (TOS) and Ramp Metering	Allocation of \$3.9 Million for CON phase	Approved
MTC	Corridor Mobility Improvement Account (CMIA) Program / Freeway Performance Initiative - Traffic Operation Systems (TOS) and Ramp Metering	Allocation of \$23.5 Million for CON phase	Approved
Alameda CTC	Corridor Mobility Improvement Account (CMIA) Program / I-580 Westbound HOV Lane Project (Segment 1) - Greenville Rd. to Isabel Ave.	Allocation of \$49.3 Million for CON phase	Approved
Alameda CTC	Corridor Mobility Improvement Account (CMIA) Program / I-580 Eastbound HOV Lane Project (Segment 3) - Aux Lanes from Isabel to N. Livermore and from N. Livermore to First Street.	Allocation of \$21.6 Million for CON phase	Approved
Alameda CTC	State Transportation Improvement Program (STIP) / I-580 San Leandro Landscape Project	3 Month Award Deadline Extension	Approved
Alameda CTC	State Transportation Improvement Program (STIP) / I-680 Sunol Grade Southbound HOV Lane Phase 3 Project	12 Month Project Completion Deadline Extension	Approved

http://www.dot.ca.gov/hq/transprog/ctcbooks2012/0512/000_Timed.pdf

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **I-580 Corridor/BART to Livermore Studies Project (ACTIA Project No. 26)
- Approval of Amendment No. 6 to the Project Specific Funding Agreement
with San Francisco Bay Area Rapid Transit District (BART) (Agreement No.
CMA A08-0048)**

Recommendation:

It is recommended that the Commission approve the following actions related to the Measure B I-580 Corridor/BART to Livermore Studies Project (ACTIA Project No. 26):

- Authorize the execution of Amendment No. 6 to the Project Specific Funding Agreement with the San Francisco Bay Area Rapid Transit District (Agreement No. CMA A08-0048) for a time extension from June 30, 2012 to December 31, 2014 for the completion of the project-level Environmental Impact Report (EIR)/Environmental Impact Statement (EIS) and additional conceptual engineering and technical studies.
- Authorize the adjustment of the Measure B funding obligations included in Project Specific Funding Agreement No. A08-0048, as allowed for in the agreement, to reflect the current project status and delivery plan.

Summary:

The Alameda County Transportation Improvement Authority (ACTIA) and the San Francisco Bay Area Rapid Transit District (BART) entered into Project Specific Agreement No. A08-0048 for the Preliminary Engineering/Environmental Phase of ACTIA Project No. 26, I-580 Corridor/BART to Livermore Studies. The purpose of the Study is to evaluate improvements in the I-580 corridor including highway, rail, transit or other parallel route improvements and right-of-way (ROW) preservation for a future rail corridor. A Program EIR for this project was certified by the BART Board of Directors in July 2010. Progress on the work authorized by the Project Specific Agreement is continuing and additional time will be needed to complete the Preliminary Engineering/Environmental Phase. BART has requested a time extension of thirty months to allow for advancement of the project-level EIR/EIS, and additional conceptual engineering and technical studies. The preparation, review and approval of an EIR/EIS is a very complex process, involving numerous Federal and State Agencies and the need to satisfy both the National Environmental Protection Act (NEPA) and the California Environmental Protection

Act (CEQA). This project will be subject to review and approval by either the Federal Highway Administration (FHWA) or Federal Transit Agency (FTA).

The original Project Delivery Plan had seven Specific Cost Elements and the current Project Delivery Plan has six. The remaining budget capacity in the Project Specific Agreement is being rolled into a new “Project-Level Environmental Studies” element. This new element is where the majority of the project-level Preliminary Engineering and Environmental work will take place. The expenditure of these already encumbered funds, in conjunction with funds from other sources, will allow for the completion of a project level EIR/EIS.

Background:

In May 2008, the Alameda County Transportation Improvement Authority (ACTIA) Board authorized a Project Specific Funding Agreement (PSFA A08-0048) with BART for the Preliminary Engineering (PE)/Environmental Phase of the I-580 Corridor/BART to Livermore Studies Project (ACTIA 26).

On June 25, 2009, Amendment No. 1 to the PE/Environmental PSFA authorized expenditure of additional funds, for a total of \$4.531 million, to complete the Program EIR for the BART to Livermore Project.

On June 24, 2010, Amendment No. 2 was authorized by the ACTIA Board to extend the termination date of the agreement to June 30, 2012.

On December 2, 2010, Amendment No. 3 was authorized by the ACTIA Board to allocate \$1.668 million in Measure B funds for activities related to early implementation such as establishing the parameters for right-of-way protection in the corridor; refining the alignment; determining the yard and shop facility needs; and updating the implementation phasing and funding strategies for the PROJECT.

On April 1, 2011, Amendment No. 4 addressed changes in the amounts allocated to Specific Cost Element Alignment Engineering Support. The Amendment moved \$2,000.00 from the staff support budget to the consultant budget. The original PFSA showed a breakdown of this element as \$96.0 under Contracts and \$30.0 under Sponsor Staff. This amendment changes the breakdown to \$98.0 under Contracts and \$28.0 under Sponsor Staff.

On July 18, 2011, Amendment No. 5 addressed changes in the ACTIA participation PHASE limitation. The changes involved ACTC – Provided Services in the amount of \$23,000 for the Yard and Shop Needs Analysis Specific Cost Element and a reduction of \$23,000 in Sponsor Staff for the Real Estate Procedures Specific Cost Element.

Fiscal Impacts:

The recommended action will have no financial impact and there will be no need to amend the budget.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **East Bay SMART Corridors - Authorization to Negotiate and Execute a Contract for Management of ATMS Field Elements of the East Bay SMART Corridor**

Recommendation

It is recommended that the Commission authorize the Executive Director to negotiate and execute a contract for maintenance of the Advanced Transportation Management Systems (ATMS) field elements for the East Bay SMART Corridor.

Background

The East Bay SMART Corridors program is a cooperative effort by the Alameda County Transportation Commission (Alameda CTC) and 17 other partner agencies to operate and manage a multi-modal advanced transportation management system (ATMS) on four corridors:

- Interstate 80 /San Pablo Avenue Corridor,
- Interstate 880 Corridor,
- International Boulevard/Telegraph Avenue/East 14th Street (INTEL) Corridor, and,
- Interstate 580/680 Tri-Valley Corridor

On March 8, 2010, the former ACCMA released RFP No. A10-004 to obtain maintenance services for ATMS field elements installed on specific East Bay roadway corridors. The required maintenance services include annual cleaning, calibration, semi annual inspection and troubleshooting and performing emergency repair of ATMS field elements. Proposals were received in April 2010, from Republic ITS, DKS & Associates, and Team Econolite (now called "Aegis ITS", an Econolite group company). A three person selection panel, comprising of representatives from AC Transit, Caltrans, and ACCMA, reviewed the proposals and conduct interviews. The selection panel concluded, and legal counsel concurred, that two proposals were not responsive and the proposal from Aegis ITS (i.e. Team Econolite) was determined to be responsive and responsible. Due to insufficient funds in the past, a contract could not be implemented, but with the forthcoming approval of the Vehicle Registration Fee (VRF) program, sufficient funds will be available to enter into a contract with Aegis ITS.

In addition, I-680 Sunol Express Lane program is in need of an emergency on-call repair service to expeditiously repair damages to its electronic and electrical equipment, including conduits, due to either incident or vandalism. Sufficient funding is included in current project financial plan.

Staff recommends that the Committee authorize the Alameda CTC executive director to negotiate and execute a contract with Aegis ITS for management of ATMS Field Elements for an amount not to exceed \$350,000 per fiscal year.

Fiscal Impacts

\$250,000 in funding for the East Bay Smart Corridor ATMS maintenance services contract is included VRF Strategic Plan approved by the Commission this month, and \$100,000 is included in the operating budget of the I-680 Sunol Express Lane operations.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Southbound I-680 Sunol Express Lanes Project (ACTIA No. 08A) - Approval of Amendments to Specific Professional Services Agreements with Novani, LLC. and Wilbur Smith Associates**

Recommendation

It is recommended the Commission approve authorization for the Alameda CTC Executive Director to execute the following items in support of the FY 2012/13 Operations and Maintenance of the Southbound I-680 Sunol Express Lane Project (“the Project”):

1. Amendment No. 3 to the Agreement (CMA#A09-028) with Novani, LLC to: 1) extend the term of the Agreement for one year, from June 30, 2012 to June 30, 2013, and, 2) include additional compensation for its continued services in FY 2012/13, in the amount of \$67,000, for a total not to exceed amount of \$148,100. The time extension and additional compensation are needed to provide IT technical, hardware and communication support, in addition to host the computer servers for the Project’s Toll Data Center at the Server Center.
2. Amendment No. 7 to Consultant Services Agreement (CMA#A04-007) with Wilbur Smith Associates, to: 1) extend the term of the Agreement for one year, from June 30, 2012 to June 30, 2013, and, 2) include additional compensation for its continued services in FY 2012/13, in the not-to-exceed amount of \$144,000. This would bring the total Agreement amount to \$2,207,821. The time extension and additional compensation are needed to continue the system manager oversight services for managing the toll system operation and processing trip/revenue data analysis for trends/reporting to Sunol Smart Carpool Lane JPA (“JPA”).
3. Extend the eligibility date for Measure B expenditures on the Project (I-680 Sunol Express Lane Project - ACTIA 08A) until December 2014.

Sufficient funding for Commission’s actions on Items 1) and 2) are included in current project financial plan.

Summary

The Southbound I-680 Express Lane, which opened to traffic in September 2010, is the first operational express lane facility in Northern California. The Alameda CTC, acting as the managing agency of the JPA, accepted the final systems from the System Integrator on April 30, 2012. The Project since moved into the operation and maintenance phase. The FY 2012/13 will be the first year when the toll funds will support the majority of the Project's operating expenses, while part of the expenses will be subsidized by Project grant funds. In early summer 2012, staff will present a breakeven analysis to the JPA, outlining when and how the Project will become financially self-sustained, i.e.) when the Project expenditures will fully be absorbed by toll revenue.

Discussion/Background

Novani, LLC has been assisting the agency with IT technical, hardware and communication support and hosting the servers for the Toll Data Center (TDC), where all traffic data from the Project are sent and processed through the dynamic pricing algorithm application. The TDC also hosts the servers for the East Bay Smart Corridor where all traffic data is sent and processed before it is sent back to the cities. The servers are placed in a secured, environmentally controlled and structurally sound building with 24 hour power supply and communication redundancy.

The agency has been utilizing consultant services for the specialized system management and operations services. Wilbur Smith Associates staff has been retained to provide these specialized services. During early stages of the current Operations and Maintenance phase, their staff's continued services are necessary to oversee and manage system related issues. The agency staff has already embarked on a transition plan and is expected to assume full system management responsibilities within the FY 2012/13. Wilbur Smith Associates staff has also been facilitating the analysis of toll/revenue data and presenting Project and Industry trends to the Sunol JPA.

Action 1:

Novani LLC has been providing services since 2009 for hosting the servers including providing communication bandwidth. Their staff services are necessary for continuing the toll operations. A summary of amendments is provided as Attachment A to this item.

Staff recommends that the Commission authorize the Executive Director of Alameda CTC to amend the Agreement with Novani LLC (CMA#A09-028), for extending the term of the Agreement to June 30, 2013 and including additional compensation of \$67,000.

Action 2:

Wilbur Smith Associates previous tasks included validation of the System Integrator dynamic pricing algorithm for its capability to meet the contract's requirements and the development of the Express Lane Operations Manual needed to document all policies, procedures, parameters and functional requirements of how the express lane operates. Their staff services are required to manage routine system maintenance issues that require careful attention in this early stage of toll facility operations and maintenance. A summary of amendments is provided as Attachment A to this item.

Staff recommends that the Commission authorize the Executive Director of Alameda CTC to amend the Agreement with Wilbur Smith Associates (CMA#A04-007), for extending the term of the Agreement to June 30, 2013 and including additional compensation of \$144,000.

Action 3:

Staff recommends that the Commission extends the eligibility date for Measure B expenditures on the Project (I-680 Sunol Express Lane Project - ACTIA 8A) until December 2014.

Fiscal Impact

Action 1:

Approval of the requested action will encumber additional \$67,000 of Measure B funds. The existing allocated amount of Measure B funds for the Project includes sufficient capacity.

Action 2:

Approval of the requested action will encumber additional \$144,000 of Measure B funds. The existing allocated amount of Measure B funds for the Project includes sufficient capacity.

Action 3:

Approval of the requested action will extend the eligibility date for Measure B expenditures and will have no financial impact. The existing allocated amount of Measure B funds for the Project includes sufficient capacity, and this action does not authorize any new Measure B fund allocation.

Attachments

Attachment A: Summary of amendments

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Summary of Amendments
Southbound I-680 Sunol Express Lane Project - Consulting Services Agreements

Agreement No.	Date	Original/ Amendment	Amount of Amendment	Total Contract Amount	Description
CMA#A09-028 w/ Novani LLC	January 2010	Original		\$ 23,800	Provide technical assistance with Project systems
	April 2010	Amend. 1	0	\$ 23,800	Extend the term of the original agreement by 15 months, for no additional compensation.
	June 2011	Amend. 2	\$ 57,300	\$ 81,100	Host computer server (colocation) for Project traffic/revenue data management
	June 2012	Proposed Amend. 3	\$ 67,000	\$ 148,100	Host computer server (colocation) for Project traffic/revenue data management & dashboard reporting upgrades
CMA#A04-007 w/ Wilbur Smith	December 2004	Original		\$ 647,365	Provide advise on toll systems and facilitate civil design
	July 2007	Amend. 1	\$ 193,836	\$ 841,201	Provide additional toll system management services
	September 2008	Amend. 2	\$ 45,000	\$ 886,201	Provide system integrator phase services, including selection of an completing detail design documentation
	August 2009	Amend. 3	\$ 249,620	\$ 1,135,821	Provide system management oversight services, pre-operational field testing conducted by the system integrator
	May 2010	Amend. 4	\$ 350,000	\$ 1,485,821	Provide revenue forecasting and continued system management oversight services
	April 2011	Amend. 5	\$ 400,000	\$ 1,885,821	Provide systems operations and performance monitoring, testing for system acceptance
	January 2012	Amend. 6	\$ 178,000	\$ 2,063,821	Provide systems oversight, final system acceptance and maintenance/operation monitoring services
	June 2012	Proposed Amend. 7	\$144,000	\$ 2,207,821	Provide oversight on system maintenance and operation data manipulation

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **I-880 Operational and Safety Improvements at 23rd and 29th Avenue Project –Approval of Amendment No. 3 to the Professional Services Agreement with RBF Consulting (Agreement No. CMA A10-013)**

Recommendation

It is recommended that the Commission approve the following action related to the I-880 Operational and Safety Improvements at 23rd and 29th Avenue Project:

- Authorize the execution of Amendment No. 3 to the professional services agreement with the RBF Consulting (Agreement No. CMA A10-013) in a not-to-exceed amendment amount of \$1,324,437 to provide additional Final Design and Right of Way Engineering and Acquisition Services, and to extend the termination date of the professional services agreement to December 31, 2012.

NOTE: The recommendations approved by the Programs and Projects Committee (PPC) included approval of a resolution and funding request to MTC for \$455,000 to cover a portion of the recommended RBF Amendment No. 3. Subsequent to the PPC Meeting, it was determined that sufficient CMA TIP funding is available to cover the \$455,000 (approved as part of Item 5N on this agenda) and based on that determination, the funding allocation request to MTC is no longer required.

Summary

The Alameda CTC is the implementing agency for Final Design and R/W Phases for the I-880 Operational and Safety Improvements at 23rd and 29th Avenue Project, in Oakland. The project is mostly funded with the Trade Corridor Improvements Fund (TCIF) from the state-wide Proposition 1B bond funds. The former ACCMA retained a consultant team led by the RBF Consulting to provide Final Design and R/W Engineering and Acquisition Services. On June 29, 2010, the former ACCMA executed a limited professional services agreement (Agreement No. CMA A10-013) with RBF Consulting for an amount not to exceed \$ 1,774,605 to complete only the 35% PS&E and preliminary R/W Services. The project implementation strategy at the time was to pursue contract amendments for the subsequent milestones of 65%, 95%, 100% PS&E and Final Design, as the agency continue to find the necessary funding to complete the final design phase. At this point, Amendments No. 1 and No 2 have been issued to move the project into Final Design. Amendment No. 3 will provide funding to complete Final Design and to bring the project to the Ready-to-List (RTL) milestone.

Table 1 below summarizes the contract actions to date related to Agreement No. CMA A10-013, including Amendment No. 3, which is the subject of this staff report.

Table 1: Summary of Agreement No. CMA A10-013 with RBF Consulting		
Description	Amendment Amount	Total Contract Not to Exceed Amount
Professional Services Agreement (PSA) with RBF Consulting (CMA A10-013) for 35% Final Design and R/W Engineering and Acquisition Services dated June 29, 2010.	NA	\$ 1,774,605
Amendment No. 1 to CMA A10-013 for 65% and 95% Final Design and R/W Engineering and Acquisition Services, dated April 25, 2011.	\$ 5,021,280	\$ 6,795,885
Amendment No. 2 to CMA A10-013 for 100% Final Design and R/W Engineering and Acquisition Services, effective date February 1, 2012.	\$ 926,516	\$ 7,722,400
Recommended Amendment No. 3 to CMA A10-013 to complete 100% Final Design and R/W Engineering and Acquisition Services – Ready to List (RTL) Milestone (This Agenda Item)	\$ 1,324,437	\$ 9,046,837
Total Amended Contract Not to Exceed Amount		\$ 9,046,837
Notes: 1. This amendment will bring the project to the Ready to List (RTL) milestone. There will be a future amendment for Design Services During Construction.		

Amendment No. 3 is needed to complete Final Design and bring the project to the Ready-to-List (RTL) milestone. The project is currently scheduled to RTL on or before September 30, 2012. It is then anticipated that the project will receive a funding allocation for construction at the California Transportation Commission (CTC) meeting in December 2012, with construction contract award expected in before the end of April 2013.

RBF Consulting has submitted a cost estimate in the amount of \$1,324,437 for the additional work needed to complete the Final Design and R/W Engineering Services. ACTC staff is currently reviewing the cost estimate, but in order to ensure this TCIF Bond project remains on schedule, staff is recommending approval of Amendment No. 3 in an amount not-to-exceed \$1,324,437. Funding for this amendment will be provided from a combination of Measure B funds and CMA TIP funds.

Background

Project Purpose and Need:

A Caltrans study identified the 29th Avenue/23rd Avenue area as a major bottleneck on I-880 due to low vertical clearances of the overcrossings, nonstandard interchange spacing, less-than-desire ramp geometric configurations, and limited ability to widen the freeway. Replacement of these overcrossings to attain the standard vertical clearances will allow fully loaded trucks to use the I-880 corridor safely and efficiently. In addition, lengthening the auxiliary lanes would improve the flow of vehicles along the mainline, thus reducing the rate of congestion-related accidents and improving the traffic flow and safety through the I-880 corridor, particularly to truck traffic.

The purpose of the Project is:

- To correct existing geometric deficiencies of the overcrossings at 29th Avenue and 23rd Avenue along I-880
- To improve the safety and operation of I-880 from PM 28.4 to PM 29.2
- To improve operational deficiencies of the northbound ramps at 29th Avenue and 23rd Avenue for I-880
- To provide I-880 noise protection to adjacent residential neighborhood.

The proposed Project is necessary because the existing I-880 interchanges at 29th Avenue and 23rd Avenue are currently heavily congested and have high collision rates as a result of nonstandard roadway designs. The interchanges are currently spaced at 1,400 feet which is nonstandard interchange spacing. In addition, the mainline freeway alignment includes numerous non-standard curves. The existing overcrossings have multiple columns supporting each bridge and the vertical clearances over I-880 are less than the current Caltrans Design Standard of 16.5 feet. These bridge columns are oriented in such a way as to prevent widening of the mainline freeway to accommodate standard lane widths, standard shoulders, or to incorporate auxiliary lane extensions. The inside and outside mainline shoulders do not meet current design standards and the width of the number one (inside) lane in the northbound direction is less than the 12-foot design standard. These conditions all contribute to the poor operations of this section of I-880 as well as contribute to the high rate of accidents (approximately five times the state-wide average).

Project Description:

This project proposes to construct operational and safety improvements on I-880 at the existing overcrossings of 23rd Avenue and 29th Avenue in the City of Oakland. Improvements include replacement of the freeway overcrossing structures, improvements to the northbound on- and off-ramps as well as the freeway mainline. The majority of the project is funded with \$73 million from the Trade Corridor Improvements Fund (TCIF) of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006; approved by the voters as Proposition 1B in November 2006.

Environmental Review:

Caltrans approved the Project Study Report (PSR) for the Project in November of 2007. The environmental impacts of the Project were analyzed under both the California Environmental

Quality Act (CEQA) and the National Environmental Protection Act (NEPA). In April 2010, Caltrans gave environmental clearance to the Project through the adoption of a Negative Declaration pursuant to CEQA, and FHWA gave environmental clearance to the Project under NEPA through the approval of a Finding of No Significant Impact.

Fiscal Impact

The recommended action will authorize the encumbrance of additional project funding for subsequent expenditure. The required additional project funding is included in the current project funding plan.

Attachments:

Attachment A: Project Fact Sheet

PROJECT FACT SHEET

PROJECT TITLE:

I-880 North Safety Improvements - Operational and Safety Improvements at 29th Avenue and 23rd Avenue in Oakland

PROJECT LOCATION:

The project is located in Oakland in the vicinity of 29th Avenue and 23rd Avenue (I-880 from PM 28.4 to 29.2).

GENERAL PROJECT DESCRIPTION:

This project will remove and reconstruct the OC Structure at 29th Ave. and two OC Structures at 23rd Ave. Widening the mainline right shoulders and lengthening the existing northbound auxiliary lanes within the project limits are part of this project.

PURPOSE AND NEED:

This project will improve the mobility and traffic safety through the I-880 corridor in the vicinity of the 29th Ave. and 23rd Ave. Interchanges. The existing 29th Ave. and 23rd Ave. Interchanges are closely spaced. The vertical clearance underneath these OC Structures, and the horizontal alignment transitions on the mainline do not meet current Caltrans' Design Standards. The existing multiple columns are oriented in such a way to prevent widening of the mainline to accommodate standard shoulders or to incorporate auxiliary lane extensions. The project will correct existing geometric deficiencies of the I-880 overcrossings at 29th Avenue and 23rd Avenue, improve the safety and operations of I-880, improve operational deficiencies of the I-880 northbound ramps at 29th Avenue and 23rd Avenue; and provide noise protection to the neighboring community.

PROJECT STATUS

The Environmental Document and the Project Report have been approved. The final design and the right of way process has been initiated.

Phase	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$4,200
Design - Plans, Specifications and Estimates (PS&E)	\$8,942
Right-of-Way Activities /Acquisition (R/W)	\$5,150
Construction / Rolling Stock Acquisition (CON)	\$80,000
Total Project Budget (in thousands)	\$98,292

PROPOSED FUNDING:**FUNDING:**

This project will be funded by the following sources:

1. RM 2 - \$10 million,
2. SAFETEA - \$1.787 million,
3. State Funds - \$12 million,
4. TCIF (Trade Corridor Improvement Fund) – \$73 million;
5. Local - \$1.505 million.

PROJECT SCHEDULE

Phase-Milestone		
	Start Date	Completion Date
Environmental Document	5/08	4/10
Final Design - Plans, Specs. & Estimates (PS&E)	4/10	9/12
Right-of-Way Activities /Acquisition (R/W)	4/10	4/13
Construction (CON)	10/12	4/17



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Update on Agency Offices Consolidation and Creation of a Sub-Committee for Office Relocation**

Recommendation

It is recommended that the Commission approve the creation of an administrative Sub-Committee to guide staff through the process for planning and evaluation of potential office relocation alternatives. It is proposed that this Sub-Committee be composed of the Alameda CTC Chair, Vice Chair, and the Chair of Finance and Administration Committee.

Summary

Alameda CTC currently leases offices on the 2nd and 3rd floors of 1333 Broadway, Oakland. The leases on both floors will expire on September 30, 2013 and November 30, 2013, respectively. It is the agency's desire to consolidate both offices within one single floor to increase productivity, and enhance collaboration between staff and consultants. Office consolidation will also potentially result in reduced costs. If the current building owner will not be able to consolidate the agency offices within one single floor, the agency must be prepared to relocate to an alternative location. The planning effort must start now to well position the agency in any future negotiations with the current building's owner, or with other parties.

The basic criteria for the consolidated offices are: 1) it must have adequate space to accommodate a Board room efficiently and comfortably, with maximum accommodation and accessibility for public participation; 2) it must have adequate space to accommodate staff and co-located consultants efficiently allowing for effective and unobstructed collaboration and communication, and maximum productivity; 3) it must be easily accessible by frequent, reliable and good public transportation, especially BART; 4) it must be located in proximity to other partnering agencies that the Alameda CTC frequently coordinate with, such as the County, regional transportation and planning agencies, Caltrans, BART, and AC Transit; and, 5) it must be financially economical and sustainable.

Discussion

The building lease agreements for the 2nd floor and 3rd floor offices of Alameda CTC will expire on September 2013 and November 2013, respectively. The following lists the square footage of office space currently leased, cost per square feet, monthly rent, monthly operating expenses and other monthly expenses:

	Total Square Footage Rented	Monthly Rent	Operating Expenses	Storage	Others *	Total Monthly Expense
2 nd Floor	14,279	\$39,695.62	\$2,452.51	\$196.00	\$1,136.84	\$43,480.97
3 rd Floor	11,959	\$32,887.25	\$1,803.05	\$533.00	\$2,324.78	\$37,548.08
TOTAL	26,238	\$72,582.87	\$4,255.15	\$729.00	\$3,461.62	\$81,029.05

* Other monthly expenses are Taxes, Above Standard Electric Usage and after office hours HVAC

Last September 2011, staff initiated discussions with CIM Group, the current building owner, informing them about the merger of ACTIA and ACCMA. Staff also conveyed to them the desire to consolidate the offices and be located in a single floor.

Consistent with the overall agency merger plan, a space planning program consultant was engaged to assist in the initial assessment of the agency's office space needs. This preliminary assessment indicated that the agency would need about 20,000 to 24,000 square feet of space, which is 2,000 to 6,000 square feet less than what the agency is currently leasing on both floors.

Staff also engaged the firm of Cornish & Carey Commercial to assist staff with the following:

a) continue dialogue with the current building owner, CIM Group, to explore a single floor options within 1333 Broadway; b) expand dialogue with CIM Group to include options within their investment portfolio; c) survey and present additional properties available in the market; d) conduct building tours with staff and the Sub-Committee; e) solicit and analyze proposals from building owners; f) assist in the negotiation and structuring the final transaction with the owner of the chosen office location; g) work with the Sub-Committee and Agency's legal counsel throughout the process; and, h) Secure certificate of occupancy.

An initial survey of buildings with vacant office space that meet the initial requirements was done by the broker in the cities of Oakland, San Leandro, and Hayward. The survey indicated that in the cities of San Leandro and Hayward there are no available office space that meet the ACTC requirements. There were several buildings in the City of Oakland that have vacancies and they are listed as follows:

Class A Top Tier Category	Class A Peripheral Category
1221 Broadway – Clorox Building	1999 Harrison Street – Lake Merritt Plaza
1111 Broadway – APL Building	155 Grand Avenue – Lake Merritt Tower
555 12 th Street - “Ask” Building	180 Grand Avenue -
2100 Franklin – Center 21	300 Frank Ogawa Plaza – Rotunda Building
1333 Broadway – 10 th Floor	1000 Broadway – Transpacific Center

Fiscal Impact

There is no direct fiscal impact anticipated from the recommended action.



Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: CWTP-TEP Steering Committee

SUBJECT: Final 2012 Alameda Countywide Transportation Plan

Recommendation

It is recommended that the Commission approve the Final 2012 Alameda Countywide Transportation Plan. This item was discussed and acted upon at the May 24, 2012 CWTP-TEP Steering Committee meeting, where a recommendation for the Commission to approve the Final Plan was made.

Summary

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

- Under the guidance of a Steering Committee, Community Advisory Working Group (CAWG) and Technical Advisory Working Group (TAWG);
- With extensive public input, including outreach through public workshops, polls, online questionnaires and in-person small group dialogues using an outreach toolkit;
- Simultaneously with the development of a new transportation sales tax expenditure plan (TEP), which was adopted by the Alameda CTC on May 24, 2012;
- In a new policy environment, including AB 32 and SB 375 which requires the development of the Sustainable Communities Strategy;
- Using a performance based approach;
- By a new sponsoring agency, Alameda County Transportation Commission.

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

Background on Development of the 2012 Alameda Countywide Transportation Plan

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

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

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

The Countywide Transportation Plan was developed in conjunction with a new Alameda County Transportation Expenditure Plan, which will provide significant investments in projects and program funding. The ballot measure supported by the TEP will augment and extend the existing half-cent sales tax for transportation in Alameda County, authorizing an additional half-cent sales tax through 2022 and extending the full cent in perpetuity. Recognizing that transportation needs, technology, and circumstances change over time, the expenditure plan covers the period from approval in 2012 and subsequent sales tax collection through June 2042, programming a total of \$7.8 billion in new transportation funding. Voters will have the opportunity to review and approve comprehensive updates to this plan in the future every 20 years thereafter. The passage of the TEP would mean that 77 percent of Alameda County's discretionary budget is self-funded through local sales tax and vehicle registration fee.

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

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

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

- Chapter 3: Updates were made to the data presented in the bicycle and pedestrian section to incorporate the most recent collision data and provide clarification.
- Chapter 4: The Jobs-Housing Scenario was added to Figure 4-6; the demographic estimates were made consistent between Chapters 3 and 4; the most up to date Priority Development Area listings and maps were obtained from ABAG and replaced in Chapter 4.

- Chapter 5: Minor Changes were made to regional revenue projections in Figure 5-2 to be consistent with regional estimates.
- Chapter 6: Minor changes were made to the lists (Figures 6-1 to 6-5) to conform CWTP lists with the Regional Transportation Plan and the corresponding updates were made to charts and graphs; maps of the projects were added; additional language was added to clarify that while the Community Based Transportation Plan category was eliminated as an independent category, all of the investments identified in those plans remain eligible for funding under other categories; additional language was added to summarize what the investment strategies identified in the community based transportation plans are and to reference the projects contained within the CBTP plans in the Final Draft CWTP Appendix H; additional language added to programmatic categories to clarify that “need” was based on the call for projects and programs or other local and regional studies and does not represent a comprehensive estimate of need for programmatic categories.
- Chapter 6 & 7: Language was added to address Title VI requirements and equity analysis.

Next Steps

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

Fiscal Impact

There is no fiscal impact at this time.

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Alameda CTC Bicycle and Pedestrian Advisory Committee Meeting Minutes Thursday, April 12, 2012, 5:30 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

P Midori Tabata, Chair
P Alex Chen
P Lucy Gigli
A Jeremy Johansen
P Preston Jordan

A Glenn Kirby
P Diana LaVigne
P Tom Van Demark
P Ann Welsh
P Sara Zimmerman

Staff:

P Beth Walukas, Deputy Director of Planning
P Rochelle Wheeler, Bicycle and Pedestrian
Coordinator

P Vivek Bhat, Senior Transportation Engineer
P Vida LePol, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Midori Tabata, BPAC Chair, called the meeting to order at 5:30 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: John Beutler; Paul Keener, Alameda County Public Works Agency (ACPWA); Jumana Nabti, SwitchPoint Planning

2. Public Comment

There were no public comments.

3. Approval of December 15, 2011 Minutes

Preston Jordan moved to approve the December 15, 2011 minutes as they appeared in the meeting packet, and Tom Van Demark seconded the motion. The motion carried unanimously (8-0).

4. Countywide Pedestrian and Bicycle Plan Updates: Status

Rochelle Wheeler gave an update on the status of the Countywide Pedestrian and Bicycle Plan updates. She stated that staff and the consultant team have been working on the implementation chapters for each plan. The current timeline is to release the draft Pedestrian and Bicycle Plans, with the implementation chapters, for public review and comments in late June, and to receive BPAC feedback on these draft plans at their July meeting. Alameda CTC will incorporate all comments in August, and then in September, staff will bring the final drafts to BPAC to make a recommendation that the Commission adopt them in September.

Rochelle also gave a brief update on the upcoming grant call for projects that will be a bundled grant program and include Measure B Countywide Discretionary Funds (CDF); Vehicle Registration Fee (VRF) funds, which generates about \$500,000 a year for bicycle and pedestrian improvements; and bicycle/pedestrian funds from the One Bay Area Grant (OBAG) program. The MTC is distributing OBAG regional funds to the counties to implement many different projects including bicycle and pedestrian, and local streets and roads projects. The current MTC draft OBAG program allocates \$61 million to Alameda County, for a four year period. The Alameda CTC Board will determine how much of this amount is allocated toward bicycle and pedestrians projects. The OBAG program also includes a local complete streets policy requirement. MTC will finalize the OBAG program, including funding amounts and policy requirements, in May 2012.

Alameda CTC has started to do preliminary work on its own complete streets policy requirements for Alameda County jurisdictions, which are included in the Master Funding Agreements between local jurisdictions and Alameda CTC, and govern the Measure B and VRF pass-through funding. Staff will bring future recommendations regarding the combined bicycle/pedestrian grant cycle to the committees and the Commission, as well as keep the BPAC informed about the development of the complete streets policy and requirements.

Questions/input from the members and staff responses:

- Will Alameda CTC bring the recommendation on the distribution of the OBAG funds to the BPAC to review? Beth stated that it would.
- Do the local Complete Streets ordinances need to be in place before a call for projects is issued? Beth stated that ideally they would be, but that may not be possible, depending on when the MTC ordinance requirement is, and when the final list of projects must be submitted to MTC.
- Will the Complete Streets requirement change the scope of what BPAC does? Beth said that she does not know the answer, but she will bring back information on the issue to the next meeting.
- Can staff provide background information on the Complete Streets requirements from the state and MTC? Rochelle stated that regarding MTC's requirements, if a local jurisdiction would like to receive regional funds, the jurisdiction would have to have an adopted Complete Streets ordinance in place. For state funds, the requirement is that local jurisdictions add complete streets to their general plan the next time they update their circulation element. Rochelle said Alameda CTC's Complete Streets requirement is that a policy must be adopted by June 30, 2013. Staff will bring more information on Complete Streets to the BPAC in the coming months for discussion.

5. Countywide Transportation Plan/Transportation Expenditure Plan Update, and other Board Actions/Staff Reports

Countywide Transportation Plan/Transportation Expenditure Plan Update:

Beth gave a presentation on the Countywide Transportation Plan (CWTP) and draft Transportation Expenditure Plan (TEP). Beth stated that the CWTP is a long-range planning document that allocates funding for transportation investment in Alameda County through

2040. The plan specifies federal, state, as well as funding from the Transportation Expenditure Plan, which is a large part of the funding sources. Alameda CTC has coordinated development of the CWTP with MTC's Regional Transportation Plan, and for the first time, Alameda CTC has also coordinated the plan with development of a Sustainable Communities Strategy (SCS), which integrates transportation and land use. The CWTP is updated every four years.

Beth stated that the total estimated funding available to Alameda County increased from \$6.8 to \$9.5 billion as a result of the TEP call for projects and programs that resulted in over \$30 billion in "need." Beth described how the CWTP includes new performance measures and key benefits, access improvements, greenhouse gas (GHG) reductions, congestion relief, and safer bicycle and pedestrian routes. Ten city councils have approved the TEP, and staff will bring both the draft CWTP and the final Transportation Expenditure Plan, along with the ordinance to place it on the ballot, to the Commission in May 2012 for approval. Alameda CTC will request that at June 5, 2012 meeting, the Board of Supervisors place the TEP on the November 6, 2012 ballot for approval by voters.

Questions/input from the members and staff responses:

- A member asked for clarification regarding Tier 1 and Tier 2 projects. Beth stated that Tier 1 projects are assumed to be fully funded and are ready for construction, and Tier 2 projects are in project development. Vision projects are not yet started.
- A member asked for further explanation of the PowerPoint slide on greenhouse gas (GHG) reductions from the CWTP. Beth stated that there is a certain amount of GHG reduction that occurs due to cleaner vehicles and fuel, which the county cannot count toward its goals.
- A member requested clarification on the per-capita GHG emission reductions, and stated that total GHG emissions would increase if population increases. Beth stated that this is true and that it is one of the strongest criticisms of the per-capita GHG emission goal.
- A member asked if the BPAC's role would expand to include reviewing the pass-through bike/ped funding and the local streets and roads funding dedicated to bike/ped projects, if the TEP passes. This will be a very large pot of money, and he would like to see the BPAC have some oversight over it. Beth stated that this would need to be discussed, if the TEP passes.

Other Board Actions/Staff Reports

Rochelle reported on the groundbreaking for the Alamo Canal Regional Trail Project on April 9, 2012 and said it was a well-attended event. The project is expected to be completed this year, and the grand opening will be in October 2012.

Rochelle also reported on the BikeMobile viewing on Thursday, April 26, 2012 in downtown Oakland. She also mentioned that Bike to Work Day will take place on May 10, 2012 with events and energizer stations around the county.

Rochelle reminded members of the transit representative vacancy, and that Alameda CTC is specifically looking for someone from District 1 to balance the BPAC geographic representation. The agency would like to receive applications before the May Board meeting. She said applications are available and if members know an interested candidate, they should let her know.

6. Transportation Expenditure Plan Communication Toolkit

Beth distributed the Transportation Expenditure Plan (TEP) Communication Toolkit and informed the group that the purpose of the toolkit is to serve as a reference guide to help BPAC members share information about Alameda CTC and the 2012 TEP. She said the toolkit also contains materials that will help members successfully engage stakeholders in learning about the TEP.

Question/input from the members and staff responses:

- With the recession, why was the 60 percent of the half-cent sales tax revenues dedicated to programs hurt more than the 40 percent dedicated to capital projects? Beth stated that she would look into this question, and bring a response back to the BPAC at its next meeting.

7. Presentation on 2012 Bicycle/Pedestrian Count Report with 2011 Count Data

Rochelle distributed and made a presentation on the Preliminary Draft Pedestrian and Bicycle Manual Count Report. She stated that Alameda CTC has been conducting annual bicycle and pedestrian counts since 2008 at locations throughout the county, and the 2011 counts took place in September and October at 63 locations. Alameda CTC counts bicyclists and pedestrians in an effort to assess countywide trends, planning area trends, acquire timely data, improve transportation modeling, assess return on investments, and understand collision rates in walking and bicycling.

Rochelle said the report was developed by adding the new 2011 data to the existing data and illustrating the trends over time. She said overall, the data continues to show a trend of increasing walking and bicycling in the county.

In general, the BPAC provided positive feedback on the report. Questions/input from the members and staff responses:

- Why doesn't the Alameda CTC count on weekends and in the morning? Rochelle stated that the agency has counted these periods in the past. They are not unimportant, but are a lower priority. There are also automated counters in place owned by both Alameda CTC and the East Bay Regional Park District that count bikes and pedestrians 24 hours a day, 7 days a week. This information will be incorporated into future reports. Staff has heard this comment before and it will be addressed further under the next agenda item.
- Please clarify what collision data is used. Rochelle reported that it comes from local police departments and is compiled by the California Highway Patrol, in the Statewide Integrated Traffic Records System (SWITRS).

- The SWITRS collision data will not cover all collisions, including some where bicyclists are hospitalized. Rochelle said it will be noted in the report that SWITRS does not include unreported collisions.
- The possible reduction in pedestrian collision rates is a significant piece of information and should be included in the Executive Summary. Rochelle said it would be added.
- It would be helpful to track the count trends against gas prices and population, to put the data in context. Rochelle said the population changes would be added, and that staff will add the gas price data if it is easily available.

Rochelle asked members to provide any additional comments on the report to her by April 30, 2012.

8. 2012 Countywide Pedestrian and Bicycle Manual Count Program

Rochelle reported that Alameda CTC is planning to conduct the annual bicycle pedestrian counts in fall 2012. She stated that approximately \$15,000 in funding will cover the cost for counting at 50 locations, and MTC will cover the costs for 13 additional locations through its regional count program, for a total of 63 sites, as has been done in the past.

In an effort to respond to input received from the BPAC, the Alameda County Technical Advisory Committee (ACTAC) and the Commission in 2011, as well as input from local jurisdictions, staff are revisiting the count locations, as well as possibly counting at a higher number of count sites and counting on weekends. At a future BPAC meeting, staff will prepare a funding level recommendation for the 2012 count program and a revised list of count locations to reflect the input received. At this meeting, Rochelle requested feedback on the various funding options presented in the staff report.

Input from the members:

- Support for counting at more sites.
- It would be fine to count less often, perhaps every two years, but have more targeted data plan and analysis of the data.
- Support for weekend counts, possibly focused on both recreational and shopping trips.
- No support for decreasing frequency, for the price of the counts, and compared to other Alameda CTC programs, it is relatively inexpensive. The concern is that rain, or other variables, could create “bad data” which would mean data would be available even less frequently. This data is too important to count less frequently. (Multiple BPAC members voiced this opinion.)
- Include sites that show access to transit, including buses and BART. This could help determine the effectiveness of programs such as Safe Routes to Transit
- Morning counts, particularly in school areas, should be added. They can be very different from the afternoon counts at schools. (Multiple BPAC members voiced this opinion.)

Midori ended the discussion, due to the late hour, but encouraged further discussion when this item returns to the BPAC.

9. Review of TDA Article 3 Projects

Paul Keener of the Alameda County Public Works Agency (ACPWA) gave a presentation on the Transportation Development Act (TDA) Article 3 projects for the next funding period. He said BPAC is being requested to review the projects submitted by the ACPWA for the unincorporated parts of the county, for funding in fiscal Year 2012-2013. He said the TDA Article 3 funding source, administered by MTC, is an annual funding source for local agencies to use for bicycle and pedestrian projects. He reviewed the three projects that were described in the BPAC memo.

Questions/input from the members and staff responses:

- A member encouraged the ACPWA to be sensitive to using correct design standards when the projects are designed. He has seen projects that are installed incorrectly.
- How wide will the Fairmount bicycle lanes be? Paul said he does not have the design with him, but that he can provide this information.
- Why did some cities like Alameda, Piedmont, and Emeryville not submit projects for funding? Paul said they are allowed to roll over funds, to build up funding for a larger project

10. CDF Cycle 3 and 4 Grants: Semi-annual Progress Reports

(This item was moved up on the agenda, and discussed after item #3.) Rochelle Wheeler introduced Vivek Bhat, Senior Transportation engineer at Alameda CTC, who is now managing grant project administration and working with the project sponsors. Rochelle stated that the progress reports, for the period ending December 31, 2011, for all Cycle 3 and 4 active Countywide Discretionary Fund Bicycle and Pedestrian Grant Projects were included in the BPAC packet, and that Vivek Bhat was available to answer any questions.

Questions/input from the members and staff responses:

- Alamo Canal Trail Project:
 - Preston asked for further information on this project: number of bids received and names of bidders; engineer's estimate; lowest bid; and construction start and end dates. Vivek stated that the project is scheduled to begin construction in May 2012, and that he would request responses to the remaining questions from the project sponsor and provide these to BPAC members.
- Lakeshore/Lake Park Avenue Completes Streets Project:
 - Similar questions were asked regarding the number of bids and project timeline. Vivek will also follow-up with this project sponsor and report back to BPAC.
- Bicycle Safety Education Program:
 - Members asked about additional performance metrics, including the average number of attendees for each class type and cost per attendee. Rochelle and Vivek said the project sponsor, the East Bay Bicycle

Coalition, is working on providing additional information for the BPAC's next meeting, and that the Alameda CTC will request this information from them.

11. BPAC Members Reports

Preston stated that a member of the Albany Strollers and Rollers had designed and produced a cling decal for the inside of car windows to remind drivers to look for bicycles before opening their car doors. Anyone can order these stickers at checkforbikes.org.

Lucy said the City of Alameda is working on a prioritized list of all transportation projects, from all city plans, for the City to use for future grant and other call for projects.

Midori informed members of the East County Transportation Forum in Dublin on April 19, 2012, and encouraged all members to attend. She also announced that, at the next BPAC meeting, members will nominate and elect the chair and vice chair.

12. Meeting Adjournment

The meeting adjourned at 8 p.m.

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**Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2011/2012
Meeting Date: May 31, 2012**

	Suffix	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since Jul '11*
1	Ms.	Tabata, Chair	Midori	Oakland	Alameda County Mayors' Conference, D-4	Jul-06	Oct-11	Oct-13	0
2	Ms.	Welsh, Vice-Chair	Ann	Pleasanton	Alameda County Mayors' Conference, D-1	Oct-09	Oct-11	Oct-13	0
3	Mr.	Chen	Alexander	Fremont	Alameda County Supervisor Scott Haggerty, District 1	Oct-09	Jan-12	Jan-14	2
4	Ms.	Gigli	Lucy	Alameda	Alameda County Supervisor Wilma Chan, District 3	Jan-07	Jan-09	Jan-11	1
5	Mr.	Johansen	Jeremy	San Leandro	Alameda County Mayors' Conference, D-3	Sep-10	Oct-11	Oct-13	3
6	Mr.	Jordan	Preston	Albany	Alameda County Supervisor Keith Carson, District 5	Oct-08	Sep-10	Sep-12	0
7	Mr.	Kirby	Glenn	Hayward	Alameda County Supervisor Nadia Lockyer, District 2	Oct-03	Jan-10	Jan-12	6
8	Ms.	LaVigne	Diana	Fremont	Alameda County Mayors' Conference, D-2	Jan-12		Jan-14	0
9	Ms.	Zimmerman	Sara	Berkeley	Alameda County Mayors' Conference, D-5	Feb-12		Feb-14	0
10		Vacancy			Alameda County Supervisor Nate Miley, District 4				
11		Vacancy			Transit Agency				

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**Alameda County Transportation Commission
Citizen Advisory Committee**

**Roster and Attendance
Fiscal Year 2011/2012**

	Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
1	Ms. Dorsey, Chair	Cynthia	Cynthia	Oakland	Alameda County Supervisor Keith Carson, D-5	Feb-02	Apr-12	Apr-14	0
2	Mr. Ferrier, Vice-Chair	Barry	Barry	Union City	City of Union City Mayor Mark Green	Jan-04	Apr-12	Apr-14	0
3	Ms. Chinn	Val	Val	Hayward	City of Livermore Mayor John Marchand	Dec-99	Jan-12	Jan-14	0
4	Mr. Collier	Joseph	Joseph	San Leandro	City of San Leandro Councilmember Joyce Starosciak	Dec-09	Jan-12	Jan-14	0
5	Ms. Hilliard	Frances	Frances	Oakland	City of Oakland Councilmember Larry Ried	Jun-02	Feb-10	Feb-12	0
6	Mr. Jefferson	Alton	Alton	San Leandro	Alameda County Supervisor Wilma Chan, D-3	Sep-08	Sep-10	Sep-12	1
7	Dr. Jindal	Roop	Roop	Hayward	Alameda County Supervisor Scott Haggerty, D-1	Oct-03	Jan-12	Jan-14	1
8	Mr. Dennis	Jones	Jones	Fremont	BART Director Tom Blalock	Apr-12		Apr-14	0
9	Ms. LePell	Audrey	Audrey	Hayward	City of Hayward Councilmember Olden Henson	May-04	Jan-12	Jan-14	1
10	Mr. Mann	Harpal	Harpal	Union City	Alameda County Supervisor Nadia Lockyer, D-2	Mar-11		Mar-13	1

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

	Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
11	Mr.	Posson	Mark	Pleasanton	City of Pleasanton Mayor Jennifer Hosterman	Jan-12		Jan-14	0
12	Ms.	Powell	Michelle	Fremont	City of Fremont Vice Mayor Suzanne Chan,	Jan-12		Jan-14	0
13		Vacancy			Alameda County Supervisor Nate Miley, D-4				
14		Vacancy			AC Transit Director Greg Harper				
15		Vacancy			City of Alameda Vice Mayor Rob Bonta				
16		Vacancy			City of Albany Mayor Farid Javandel				
17		Vacancy			City of Berkeley Councilmember Laurie Capitelli				
18		Vacancy			City of Dublin Mayor Tim Sbranti				
19		Vacancy			City of Emeryville Councilmember Ruth Atkin				
20		Vacancy			City of Newark Vice Mayor Luis Freitas				
21		Vacancy			City of Oakland Councilmember Rebecca Kaplan				
22		Vacancy			City of Piedmont Mayor John Chiang				



Alameda CTC Citizens Watchdog Committee Meeting Minutes
Monday, March 12, 2012, 6:30 p.m., 1333 Broadway, Suite 220, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u>P</u> James Paxson, Chair	<u>A</u> Roger Chavarin	<u>A</u> Jo Ann Lew
<u>P</u> Harriette Saunders, Vice Chair	<u>P</u> Mike Dubinsky	<u>P</u> Hale Zukas
<u>A</u> Pamela Belchamber	<u>A</u> Arthur Geen	
<u>A</u> Petra Brady	<u>A</u> James Haussener	
	<u>A</u> Erik Jensen	

Staff:

<u>P</u> Arthur L. Dao, Executive Director	<u>P</u> Patricia Reavey, Director of Finance
<u>P</u> Tess Lengyel, Deputy Director of Policy Public Affairs and Legislation	<u>P</u> Angie Ayers, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

James Paxson, CWC Chair, called the regular meeting to order at 6:35 p.m.

2. Public Comment

There were no public comments.

3. Approval of January 9, 2012 Minutes

Due to a lack of a quorum, the CWC postponed approval of the January 9, 2012 minutes for the next meeting.

4. Compliance Summary Report to CWC

Art Dao and Tess Lengyel explained to the committee that responsibilities, such as compliance reporting, shifted after the merger of Alameda County Transportation Improvement Authority and the Alameda County Congestion Management Agency. They informed the committee that Matt Todd, Manager of Programming, and John Hemiup, Senior Transportation Engineer, are now responsible for the Measure B Pass-through Fund Compliance Report and Audit Summary process.

Matt Todd explained that comments received from staff and the CWC were consolidated and listed in Attachment 04A. Matt said that all jurisdictions submitted responses to questions raised on compliance earlier this year. Staff noted that they did not request the jurisdictions to amend their audit reports at this time. Staff will have more input going forward on the audit process for the jurisdictions. Matt reviewed the draft Pass-through Fund Compliance Summary Report in detail.

The CWC will receive the final Compliance Summary Report in June, and some of the information will be used in the CWC's annual report to the public.

Questions/feedback from the members:

The CWC agreed that it's important for the new Master Programs Funding Agreements with the agencies and jurisdictions to call out that the agencies must expeditiously use Measure B funds going forward or risk losing the funds. The funds collected over the last 10 years are not in jeopardy.

- On page 4, is there a way to show the actual funds that agencies use Measure B to leverage? Staff stated that the current forms do not specify the other funding sources.
- Math errors are on page 5. Discrepancies regarding the reported amount of pass-through funds received and expended versus the amount Alameda CTC distributed deserve more explanation.
- The cashflow stabilization deserves more explanation. Staff stated that this is for the paratransit programs to help jurisdictions maintain a funding level so they don't have to cut services.
- Do you have a way of showing a 10-year summary of the pass-through fund? Staff stated that in the beginning, the process was not very sophisticated. Over time, staff created Table 1 to allow for better reporting and accountability of expenditures. Alameda CTC does not have all information to provide a summary over a 10-year period.
- Will there be a discussion on the reserves in the compliance report? Staff stated that we will add/develop a paragraph about reserves and how agencies plan to spend them. Discussion took place on what the Commission expects from the agencies and jurisdictions in terms of their reserves. The action of the Commission on the Master Programs Funding Agreement is to ensure that the jurisdictions use Measure B funds for their intended purpose and expeditiously. If an agency has unspent money, the agency must provide information on how it will spend the money. Alameda CTC will modify the compliance report and will track reserves.
- Is there any possibility of using something other than road miles in the formula? Staff stated that if the transportation sales tax measure passes in November, Alameda CTC will revisit all formulas in the next five years for all funding sources, starting with local streets and roads to make sure we have geographic equity.

5. CWC 10th Annual Report to the Public

A. Approval of Draft CWC Annual Report Outline

Tess Lengyel mentioned that staff provided a draft outline for the CWC to begin the CWC Annual Report. James Paxson suggested that the CWC move the Annual Report outline review and approval to the CWC Annual Report Subcommittee. Note that due to a lack of a quorum, the committee was unable to vote on the motion.

B. Establishment of CWC Annual Report Subcommittee

Due to a lack of a quorum, James Paxson agreed that a CWC Annual Report Subcommittee will consist of the four members present at the meeting. He stated that he will review the bylaws to confirm that this is an acceptable action.

The following four CWC members volunteered for the subcommittee:

- Mike Dubinsky
- James Paxson
- Harriette Saunders
- Hale Zukas

6. CWC Member Reports/Issues Identification

James Paxson mentioned that at the next CWC meeting, the committee will determine if it calls in the City of Union City to discuss its reserves.

James Paxson gave a report on the March 7, 2012, Ad-hoc Committee that met with the Alameda County Public Works Agency (ACPWA). James stated that the Ad-hoc Committee came to the conclusion that there didn't appear to be any inappropriate uses of the Measure B funds, and the CWC would like to see more detail in future compliance reporting submissions that clearly define fund uses and planned fund uses. The CWC will continue to watch the ACPWA's fund reserve balance.

Mike Dubinsky submitted a written report along with JoAnn Lew to comment on the ACPWA Ad-hoc Committee meeting. The comments are included in the CWC Ad-hoc Committee meeting minutes.

A member suggested changing the Issues/Identification process outline summary paragraph to read "... address issues regarding Measure B expenditures of concern to the CWC." The member also requested to include a statement that the CWC does not perform oversight on other funding sources.

7. Staff Reports/Board Actions**A. Mid-Year Budget Update**

Patricia Reavey gave an update on the Alameda CTC mid-year budget for fiscal year 2011-2012. She mentioned that the Finance and Administration Committee approved the mid-year budget for fiscal year 2011-2012.

B. Update on Auditor Services Selection Expenditure Plan Update

Patricia Reavey gave an update on the Commission's auditor services selection process. She stated that the following five firms submitted proposals to the Alameda CTC request for proposals.

- Caporicci & Larson, Inc.
- Macias Gini & O'Connell LLP

- Maze & Associates
- R.J. Ricciardi, Inc.
- Vavrinek, Trine, Day & Company, LLP

Three of the five firms advanced forward in the interview process, and Alameda CTC awarded the contract to the top-ranked firm, Vavrinek, Trine, Day & Company LLP, a certified Local Business firm with an office in Pleasanton.

C. Countywide Transportation Plan and Transportation Expenditure Plan Update

Tess Lengyel gave an update on the Countywide Transportation Plan and Transportation Expenditure Plan (CWTP-TEP) development. She mentioned that the Commission approved the Final TEP on January 26, 2012, and staff is in the process of receiving endorsements from the city councils and Board of Supervisors on the TEP. Staff will present a draft CWTP to the Commission later this month for approval.

D. Projects and Programs Update

James Paxson requested members check the list of projects and programs on pages 125 and 126 and submit any applicable updates to Angie Ayers.

Art Dao stated that for programs, staff is working with the jurisdictions and agencies on updating the funding agreements to provide better accountability to the Alameda CTC on the expenditure of Measure B funds. He stated that many of the ACTIA projects are in construction or going into construction, and there isn't much to discuss. Art gave an update on the Bond Capital program.

Art gave an update on the following capital projects:

- The Isabel 580 Interchange Project was recently completed and work is in progress for a ribbon cutting; the Route 84/Expressway in Livermore is going through the contract award process and work is in progress for a ground breaking ceremony.
- The AC Transit Bus Rapid Transit project has gone through eight public meetings and must complete its public process before the Federal Transit Administration can certify the Environmental Impact Report document. The project sponsors asked for a one-year extension on the EIR. The Alameda CTC Planning, Policy and Legislation Committee approved the extension on March 12.

E. General Items

Staff stated the official 10th birthday for Measure B revenue collection is April 1, 2012. The agency annual report will talk about 10 years worth of investments.

8. Adjournment/Next Meeting

The meeting adjourned at 8:15 p.m. The next meeting is June 11, 2012 at the Alameda CTC offices.



Alameda CTC Citizens Watchdog Committee Meeting Minutes
Monday, January 9, 2012, 5:30 p.m., 1333 Broadway, Suite 220, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u>P</u> James Paxson, Chair	<u>P</u> Roger Chavarin	<u>P</u> Jo Ann Lew
<u>P</u> Harriette Saunders, Vice Chair	<u>P</u> Mike Dubinsky	<u>P</u> Hale Zukas
<u>A</u> Pamela Belchamber	<u>A</u> Arthur Geen	
<u>P</u> Petra Brady	<u>P</u> James Haussener	
	<u>A</u> Erik Jensen	

Staff:

<u>P</u> Arthur L. Dao, Executive Director	<u>P</u> Patricia Reavey, Director of Finance
<u>P</u> Tess Lengyel, Deputy Director of Policy Public Affairs and Legislation	<u>P</u> Angie Ayers, Acumen Building Enterprise, Inc.

1. CWC Compliance Report Review Process Orientation

The CWC members received an orientation on the compliance report review process from staff from 5:30 to 6 p.m. Members requested and submitted revisions to the CWC compliance review guidance process document. Staff stated that the members will receive an updated version of the process document before the next meeting.

2. Audit and Compliance Report Review

The CWC members reviewed the Alameda CTC annual program year-end audit and compliance reports from 6 to 6:30 p.m. Members will review the audits and reports in further detail on their own and submit comments to Alameda CTC via e-mail by January 27, 2012. Staff explained that Alameda CTC will submit comments to the cities by early February. If the city is out of compliance, a notification process is in place, and the city has 45 days to respond. The resultant reports will inform the CWC's Annual Report to the Public in August 2012.

Members requested to review the Alameda County Public Works Agency (ACPWA) large fund reserve. Per item 8 on the agenda, the CWC members will form an Ad-Hoc Subcommittee and meet in March to address the ACPWA's fund reserve.

3. Welcome and Introductions

James Paxson, CWC Chair, called the regular meeting to order at 6:35 p.m.

4. Public Comment

Kent Lewandowski with the Sierra Club's local chapter stated that he has known about this committee for a few years and is interested in seeing what the CWC does. Kent requested an explanation of the Table 1 Attachment. James explained that Table 1 contains the agency expenditures during the year being audited. He also stated that all of the reports from the agencies are posted on the Alameda CTC website, where the public can find additional information on each agency's Measure B expenditures.

5. Approval of December 1, 2011, Minutes

CWC members requested that staff distribute the minutes three weeks prior to the next meeting to allow the committee to submit agenda items to the chair and vice chair. Members also requested that item number 7 on page 43 of the packet, regarding the request for proposal process for selecting the Alameda CTC auditor, appear on the next agenda for discussion. Staff stated that Alameda CTC will report back to the CWC with more detail on the selection of the auditor. Staff mentioned that an Audit Committee was established at the December 1, 2011, Board meeting and is tasked with making the selection of the Alameda CTC auditors and making a recommendation to the Commission for approval.

James Haussener moved to approve the minutes. Mike Dubinsky seconded the motion. The motion carried with one abstention, JoAnn Lew (7-1).

6. ACTIA Independent Audit Presentation

Mark Wong from the independent auditing firm of Maze and Associates, LLP, presented ACTIA's audit report for fiscal year 2010-2011 (FY 10-11). The auditors reviewed basic financial statements, internal controls and required communications, and the limitations worksheet. The Expenditure Plan requires limitation ratios such that the total cost for salaries and benefits for administrative employees does not exceed 1 percent of net revenues, sales tax and expenditures for administration do not exceed 4.5 percent of net sales tax revenues.

Highlights of the presentation include the following:

- Regarding the report of the financial statements, the auditor found no material weaknesses or items of administrative concern, and Maze and Associates issued a "clean" or "unqualified" opinion, meaning that the information stated is accurate in all material respects.
- Regarding the internal controls, Maze and Associates did not identify any material weaknesses or significant deficiencies.
- A single audit was not required for FY 10-11. A single audit is required if transactions involve federal funds of \$500,000 or more. ACTIA's federal expenditures were less than the \$500,000 threshold.
- Mark discussed the limitation worksheet and mentioned that Alameda CTC is responsible for preparing the worksheet, and Maze and Associates is responsible for

testing the numbers. The audit result is an unqualified or clean opinion. He confirmed that staff salaries and benefits were less than 1 percent of the net sales tax revenue, and other administrative costs were less than 4.5 percent of the net sales tax revenue.

Questions/feedback from the members:

- What happens to the administrative reserves if staff does not use the full 1 percent on salaries and benefits and 4.5 percent on administrative costs? Staff stated that Alameda CTC may use the administrative reserve for different uses such as to deliver capital projects, rather than borrowing, thereby saving money by not having to pay borrowing costs. Actions on use of the reserves will be brought to the Alameda CTC Board.
- When will the auditors provide a physical signature on the audit reports? Staff stated that the auditors provide the physical signature once the Commission approves the audit.
- CWC member noted that some administrative salaries and costs are charged to other funds besides the general fund. If staff uses only the general fund to calculate the limitation calculation ratios, aren't they missing some administrative costs? All administrative costs are charged to the general fund. Costs allocated to projects and programs are related to direct programs and projects management and implementation. A member expressed disappointment in receiving the audit reports later than the scheduled November timeframe. Staff stated this was due to the process change this year by the Commission to establish an audit committee that reviews the audit prior to the CWC. The merger also impacted the process because the Alameda CTC did audits for ACTIA and the ACCMA. Staff assured the committee that they would try to get the draft audit to the CWC with plenty of time for review before the next CWC meeting in November.
- Why is the total cash investment amount on pages 74 and 75 so high? Staff explained that this money is designated for current Measure B capital projects.

Public comment:

Kent Lewandowski with the Sierra Club's local chapter inquired why it is necessary to borrow money to complete projects when money comes in from the sales tax revenue. Staff explained that not all of Measure B funds are for projects; 60 percent of the funds go toward programs and 40 percent go toward projects specified in the Expenditure Plan. Depending on when projects move into the construction phase, Alameda CTC may not have enough money in the bank to pay for the project. Alameda CTC may finance projects against future sales tax revenues to pay for project delivery. The Commission does this through the strategic planning process to identify which projects are ready, the schedule, and the cash flow.

7. Update on Projects, Programs, and Contracting Process

Programs

Tess Lengyel reviewed the presentation on the pass-through fund program and grant program (Attachment A). The presentation included the breakdown of the 60 percent of funds allocated to programs and background information on each funding source. Certain grant-funded projects were highlighted to demonstrate the array of services, projects, programs, and plans implemented throughout the county through the bicycle and pedestrian, express bus services, gap services for seniors and people with disabilities, and transit oriented development grant programs.

The program funds breakdown is as follows:

- Local Streets and Roads – 22.34 percent (pass-through funds)
- Mass Transit – 21.92 percent (pass-through funds and grants)
- Paratransit – 10.45 percent (pass-through funds and grants)
- Bicycle and Pedestrian Safety – 5 percent (pass-through funds and grants)
- Transit Center Development – 0.19 percent (pass-through funds and grants)

A CWC member inquired if funds from the vehicle registration fee (VRF) can be used for Measure B programs. Staff stated that VRF funds will begin to flow to jurisdictions this year and may be used in conjunction with Measure B funds.

Projects

Art Dao gave an overview on the status of capital projects (Attachment B). The presentation covered all Alameda CTC capital projects, including both ACTIA and ACCMA capital projects. The current estimated cost is \$4.3 billion for the capital projects. The status of the capital projects is as follows:

- Of the 39 active capital projects, eight are mass transit, one is bicycle and pedestrian, eight are local streets and roads, and 22 are highway projects.
- Six active capital projects that were implemented are Infrastructure Bond-funded projects.
- Eight Measure B-funded projects were implemented.
- Seven non-Infrastructure Bond/non-Measure B-funded projects were implemented.
- Other agencies implemented 18 Measure B-funded projects.

Art provided an update on active projects in each area of Alameda County. He also gave an update on the milestones that occurred since April 2011 for the following projects:

- BART to Warm Springs Extension
- Route 84 Expressway – North Segment
- I-80 Integrated Corridor Mobility Project

These presentations are included as attachments to the minutes.

Public Comment

Kent Lewandowski with the Sierra Club's local chapter inquired about the Bus Rapid Transit (BRT) project and why has it been in the design phase for such a long time. Art stated that the BRT project has been in the Environmental Impact Report (EIR) phase for 10 years. The EIR required for the project needed approval from all involved parties and jurisdictions. The project is waiting for the Federal Transit Administration to sign off on the document, which is anticipated within the next few months.

8. CWC Member Reports/Issues Identification

James Haussener made a motion to form an Ad-hoc Committee to work with the Alameda County Public Works Agency (ACPWA) to understand why their reserves are high. JoAnn Lew seconded the motion. The motion carried unanimously (8-0).

The CWC members formed an Ad-hoc Committee to work with the ACPWA to review the ending Measure B balances/reserves stated in their compliance reports. The following members will serve on the Committee:

- Mike Dubinsky
- James Haussener
- Jo Ann Lew
- James Paxson
- Harriette Saunders

James Haussener submitted an Issues Identification Form (Attachment C), and staff will send it to the ACPWA. The agency will have a representatives attend the ad-hoc meeting to address CWC's concerns. Alameda CTC will provide the CWC Ad-hoc Subcommittee with the Program Compliance and Audit Reports for FY 09-10 and FY 10-11 prior to the ad-hoc meeting.

9. Staff Reports/Board Actions**A. Countywide Transportation Plan and Transportation Expenditure Plan Update**

Tess Lengyel gave an update on the Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP). She stated that Alameda CTC released the third draft of the TEP on January 6, 2012, which included updates from the Board Retreat held on December 16, 2011. Tess informed the committee that the Steering Committee formed an Ad-hoc Subcommittee that consisted of six Steering Committee members and met with representatives from advocacy groups on three occasions in January to discuss issues and concerns with the draft TEP proposal.

Tess stated that the Steering Committee will make a recommendation on the TEP to the full Commission on January 26, 2012. Staff will take the TEP to the City Councils once the Board approves the TEP.

B. General Items

Tess gave an update on the Master Programs Funding Agreement and Implementation Guidelines. The Commission approved the agreements and the guidelines at the December 16, 2011, Board Retreat. Staff will get signatures from the jurisdictions before March 31 when the current agreements expire.

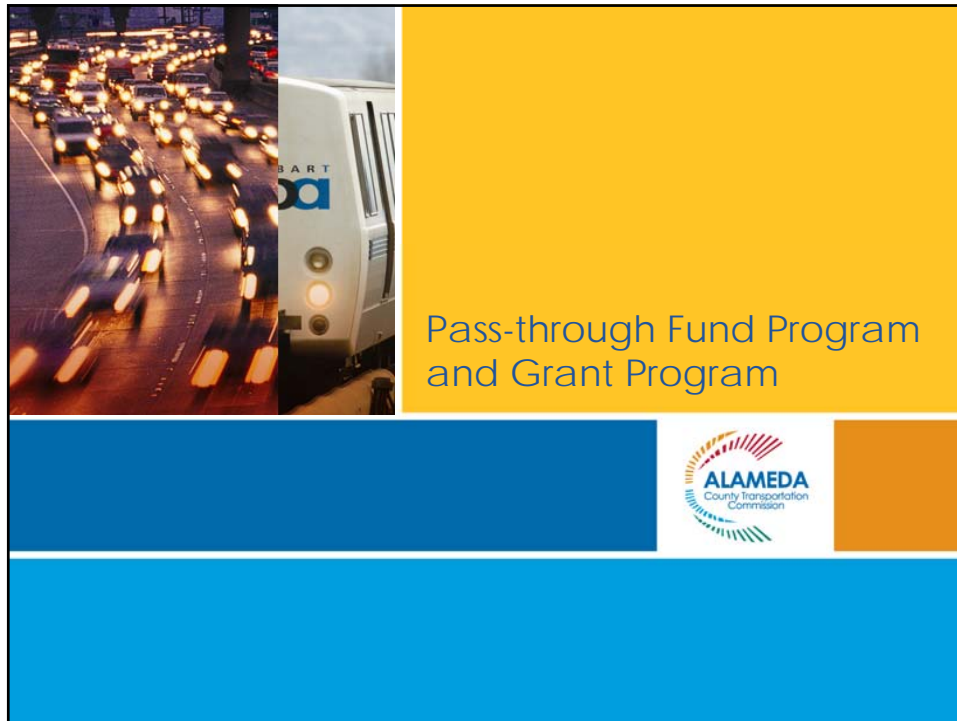
Tess informed the members of the Central County Transportation Forum on January 19, 2012 at Hayward City Hall.

10. Adjournment/Next Meeting

The meeting adjourned at 8:50 p.m. The next meeting is March 12, 2012 at the Alameda CTC offices.

Attachments:

- A.** Pass-through Fund Program and Grant Program Presentation
- B.** Semi Annual Capital Projects Presentation
- C.** Issues Identification Form for ACPWA



A Brief History

- Measure B half-cent sales tax approved by voters in 1986
- Alameda County was one of the first California Self-Help Counties
 - Currently one of 19
 - Representing 80 percent of California's population
 - Self-help Counties generate approximately \$4 billion per year for California transportation and mobility
- In 2000: Measure B was reauthorized
- In 2002: Tax collection and program allocations began
- In 2004: Grant allocations began

Measure B-Funded Programs

Pass-through Fund Program

- Allocates funds to 19 agencies/jurisdictions
- Funds four types of programs
- Higher than anticipated tax revenues in FY 10-11
- Distributed over \$57 million

Four Grant Programs

- Funds four types of programs
- 107 grants awarded to date since 2004, totaling more than \$27.1 million
- Measure B funds helped agencies & nonprofits leverage other funds
 - \$81.4 million for total project investments of \$108.5 million

Pass-through Fund Program and Grant Programs



3

Pass-through Funds and Grants Distribution

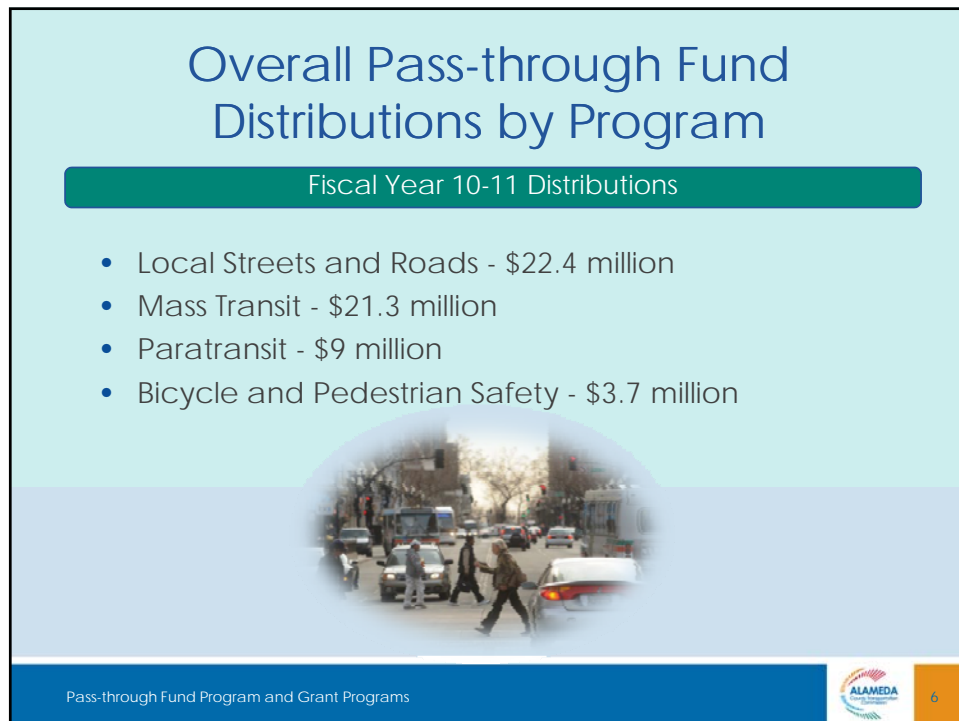
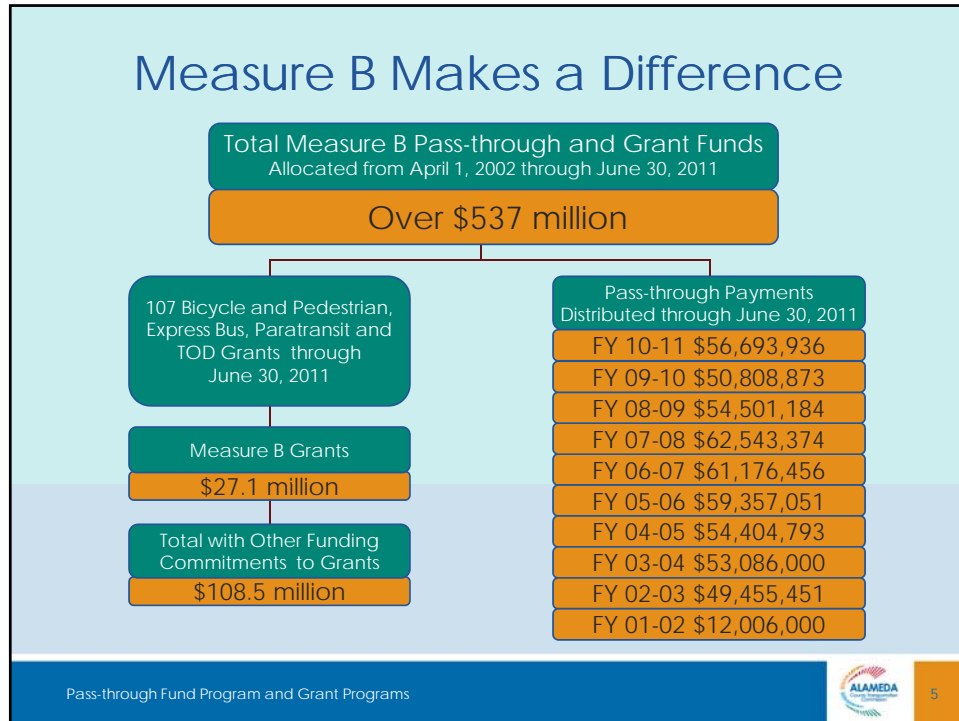
60% of Annual Measure B Revenues for five programs:

- Local Streets and Roads (22.34%)
- Mass Transit (21.92%)
 - Countywide Local and Feeder Bus Service (16.86%)
 - AC Transit Welfare to Work Program (1.46%)
 - Alameda/Oakland Ferry Service (0.78%)
 - Countywide Express Bus Service (0.70%)
 - Altamont Commuter Express (2.12%)
- Paratransit (10.45%)
- Bicycle and Pedestrian Safety (5%)
 - 25% regional planning and regional projects
 - 75% local jurisdictions
- Transit Center Development (0.19%)
 - Local Match
 - TOD-TAP

Pass-through Fund Program and Grant Programs



4



Pass-through Fund Compliance Reporting Requirements

- Road miles served (not applicable to transit agencies)
- Population numbers (not applicable to all projects)
- Annual newsletter article
- Website coverage of the project
- Signage about Measure B funding
- End-of-year independent audit due 12/27/11
- End-of-year compliance report due 12/31/11
- Audits and compliance reports available to the Alameda CTC, CWC and PAPCO

Pass-through Fund Program and Grant Programs



7

Grant Program Overview

- Competitive and valuable programs that improve transportation
 - 33 active projects
 - 70 complete projects
- Better transportation access for the diverse population
- Provide improvements that encourage Alameda County residents to walk, bike, take public transportation and live in transit oriented developments



Pass-through Fund Program and Grant Programs



8

Bicycle and Pedestrian CDF Grant Program

- Updates to Countywide Pedestrian and Bicycle Plans
- City and County bicycle and pedestrian plans
- Gap closures
- Education and safety programs
- Capital projects



Pass-through Fund Program and Grant Programs



9

Countywide Bicycle/Pedestrian Plan Update



- Coordinating updates of the countywide bicycle and strategic pedestrian plans to reflect:
 - Current bicycling and walking conditions
 - Needs and priorities
- Release of draft plans in March 2012
- Staff and community advisory committees review draft chapters

Pass-through Fund Program and Grant Programs



10

Express Bus Service Grant Program

- Expansion and enhancement of operations
- Express bus services
 - Dynamic message signage
 - Real-time information systems
 - Accessibility improvements



Pass-through Fund Program and Grant Programs



11

Paratransit Gap Grant Programs

- Largest paratransit allocation of any Bay Area sales tax measure
- Approximately 1 million rides annually
- Wheelchair and Scooter Breakdown Transportation Service
- Hospital Discharge Services
- One-stop shopping for mobility solutions
- On-going city and Americans with Disabilities Act (ADA) paratransit programs



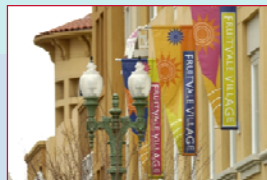
Pass-through Fund Program and Grant Programs



12

Transit Oriented Development Grant Program

- Focus on residential and retail development near transit centers
- Mode shift away from cars to encourage walking, biking and using public transportation
- Accessibility improvements

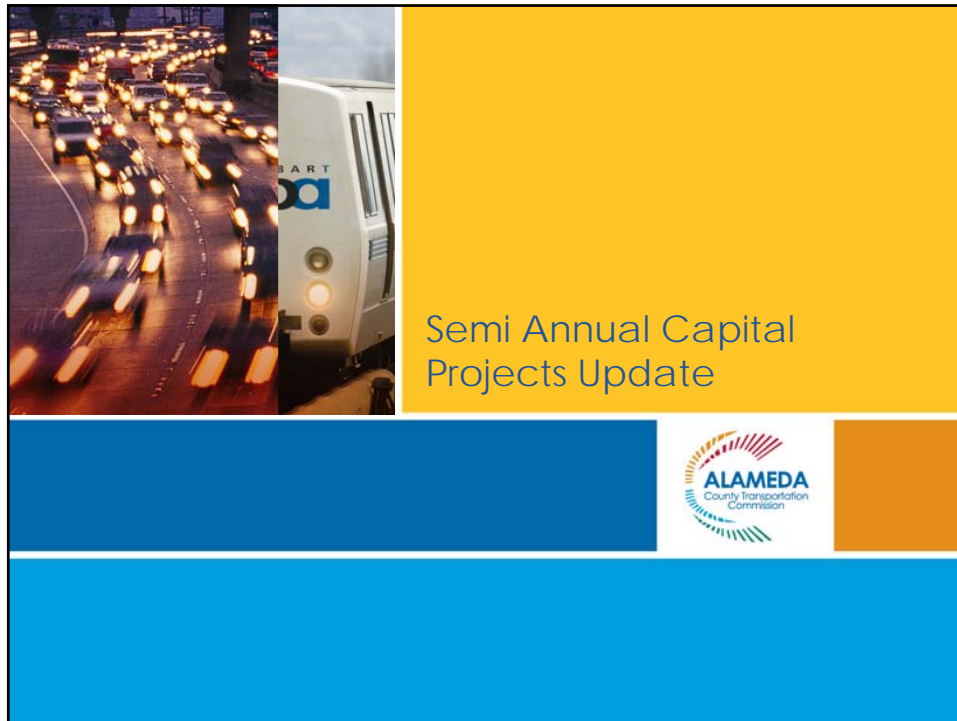


Pass-through Fund Program and Grant Programs



13

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Semi Annual Capital Projects Update Overview

- 39 Active Capital Projects throughout Alameda County with total costs of more than \$4.3 billion
- Active Capital Projects throughout Alameda County by project type:
 - 8 Mass Transit Projects; one "study only"
 - 1 Bicycle and Pedestrian Project
 - 8 Local Streets and Roads Projects
 - 22 Highway Projects; four "study only"

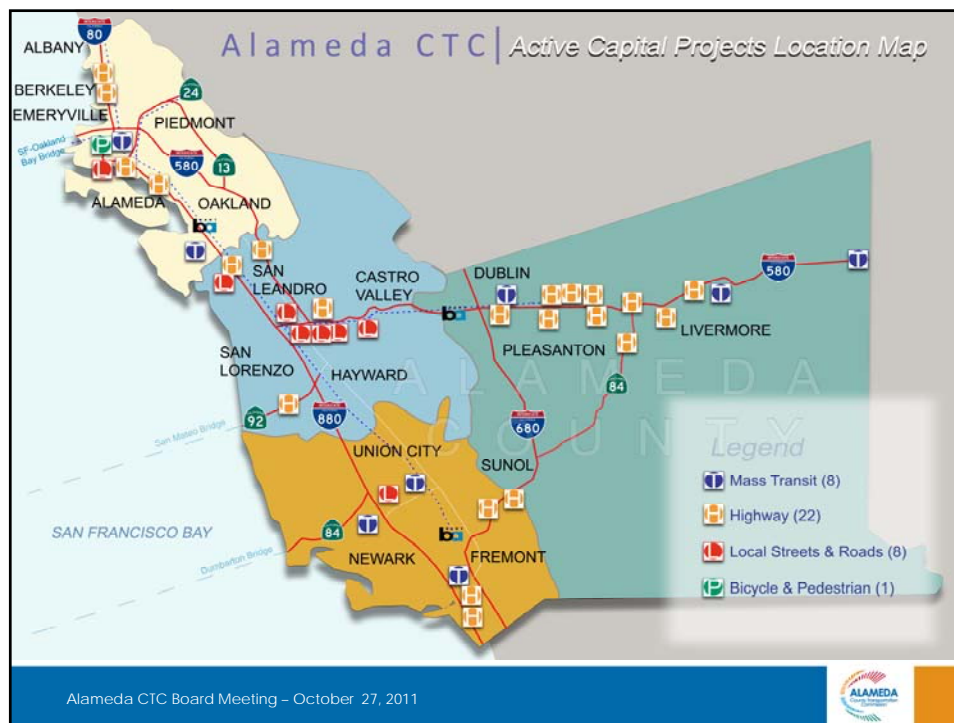
Alameda CTC Board Meeting – October 27, 2011

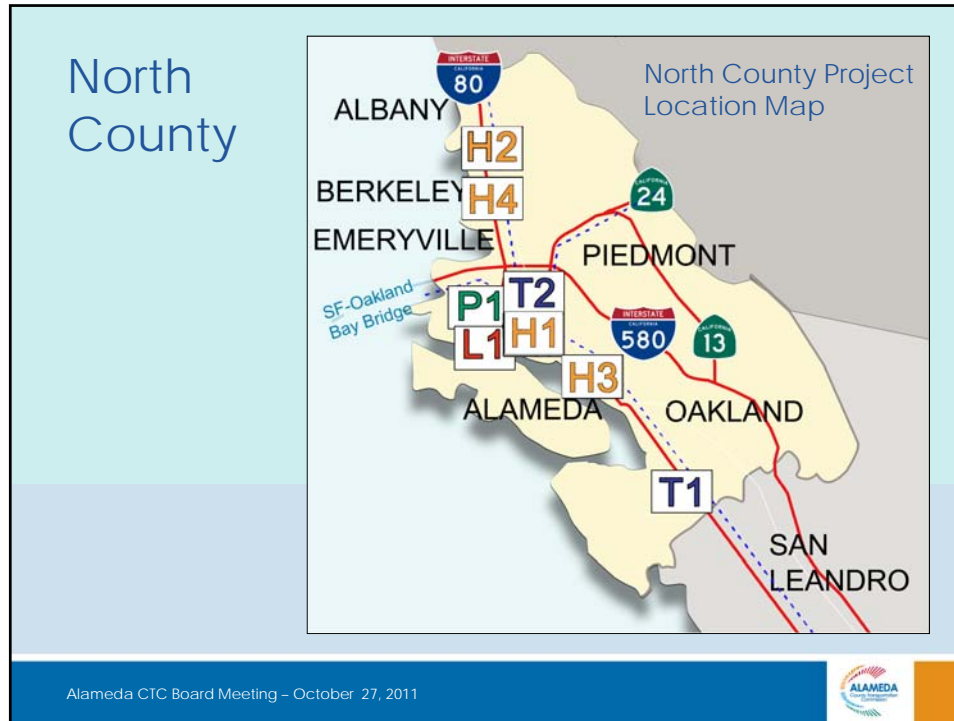


Active Capital Projects Summary

- Summary of Active Capital Projects:
 - 6 I-Bond Funded Projects – Implemented by Alameda CTC
 - 8 Measure B Funded Projects – Implemented by Alameda CTC
 - 7 Non I-Bond / Non Measure B Funded Projects – Implemented by Alameda CTC
 - 18 Measure B Funded Projects – Implemented by other agencies

Alameda CTC Board Meeting – October 27, 2011





North County – Active Project Status Update

Map ID	APN#	Project Title	Current Phase	Construction Start	Construction End
T1	603.0	BART Oakland Airport Connector	Construction	September 2010	December 2013
P1	604.0	Downtown Oakland Streetscape Improvement – 4C/4A/4B2	On Hold	September 2007	June 2015
T2	607.0	Telegraph Avenue Corridor Bus Rapid Transit	Design	January 2013	January 2015
H1	610.0	I-880/Broadway-Jackson I/C Improvement (Study Only)	Scoping	N/A	N/A
H2	627.0	I-80 Integrated Corridor Mobility	Construction	May 2011	April 2015
H3	717.0	I-880 North Safety and Operational Improvements	Design / ROW	April 2013	April 2016
L1	740.0	Webster Street SMART Corridors	Design	March 2012	September 2014
H4	765.0	I-80 Gilman (Study Only)	Scoping	N/A	N/A

Alameda CTC Board Meeting – October 27, 2011

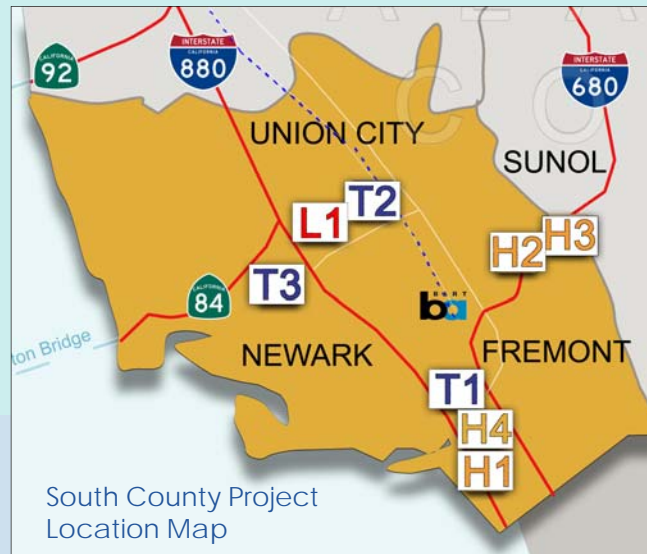


Central County – Active Project Status Update

Map ID	APN#	Project Title	Current Phase	Construction Start	Construction End
L1	506.0	Route 238/Mission-Foothill-Jackson Corridor Improvement	Construction	April 2010	December 2012
H1	509.0	Central Alameda County Freeway System Operational Analysis (Study Only)	Scoping	N/A	N/A
L2	512.0	Castro Valley Local Area Traffic Circulation Improvement	Scoping	TBD	TBD
L3	613.0	Lewelling/East Lewelling Boulevard Widening	Construction	July 2009	December 2011
H2	615.0	Route 92/Clawiter – Whitesell Interchange and Reliever Route	Design	July 2013	January 2015
L4	617.1	Hesperian Boulevard/Lewelling Boulevard I/C Improvements	Construction	January 2010	December 2011
L5	618.0	Westgate Parkway Extension	Design	July 2012	March 2015
L6	619.0	E 14th St./Hesperian Blvd./150th St. I/C Improvements	Construction	July 2011	December 2013
H3	730.0	I-880 Southbound HOV Lane - North & South Segments	Design	July 2012	March 2015
H4	764.0	I-580 Soundwall - San Leandro Landscape	Design	March 2012	June 2015

Alameda CTC Board Meeting – October 27, 2011

South County



Alameda CTC Board Meeting – October 27, 2011



South County – Active Project Status Update

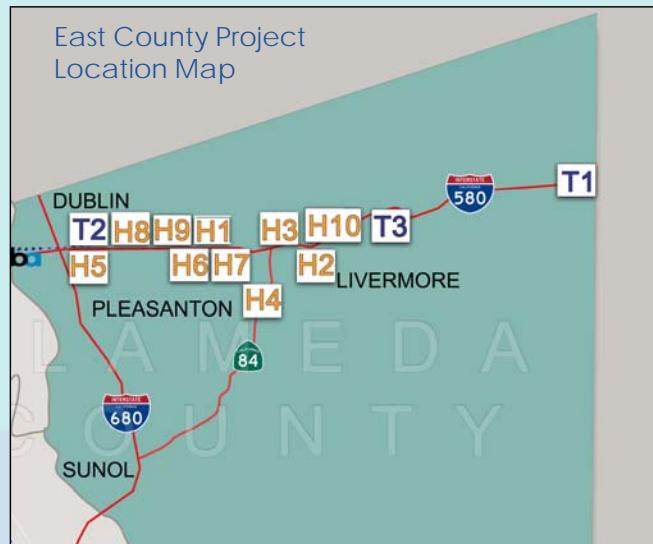
Map ID	APN#	Project Title	Current Phase	Construction Start	Construction End
H1	501.0	I-880/ Mission Boulevard (Route 262) Interchange – Phase 1B/2	Design	May 2012	April 2015
L1	505.0	I-880 to Mission Boulevard East-West Connector	Design	March 2013	April 2015
T1	602.0	BART Warm Springs Extension – Stage 1 & Stage 2	Construction	September 2009	December 2015
T2	606.0	Union City Intermodal Station	Construction	June 2007	October 2011
T3	625.0	Dumbarton Rail Corridor	Environmental	TBD	TBD
H2	710.4A	I-680 Sunol Express Lanes – Southbound	Construction	October 2008	June 2012
H3	710.4B	I-680 Sunol Express Lanes – Northbound	Scoping	TBD	TBD
H4	770.0	I-680/I-880 Cross Connector Studies (Study Only)	Scoping	N/A	N/A

Alameda CTC Board Meeting – October 27, 2011



EAST County

East County Project
Location Map



Alameda CTC Board Meeting – October 27, 2011



East County – Active Project Status Update

Map ID	APN#	Project Title	Current Phase	Construction Start	Construction End
T1	601.0	Altamont Commuter Express Rail	Construction	Various	Various
T2	609.0	Iron Horse Transit Route	Design	TBD	TBD
H1	614.2	I-580 WB Auxiliary Lane (Airway Boulevard to Fallon Road)	Design	June 2012	November 2014
H2	614.3	I-580 EB Auxiliary Lane (El Charro Road to Airway Boulevard)	Construction	January 2009	November 2011
H3	623.0	Isabel Avenue - Route 84/I-580 Interchange	Construction	January 2009	April 2012
H4	624.0	Route 84 Expressway – North & South Segments	Design	November 2011	October 2015

Alameda CTC Board Meeting – October 27, 2011



East County continued

Map ID	APN#	Project Title	Current Phase	Construction Start	Construction End
T3	626.0	I-580 Corridor/BART to Livermore Studies (Study Only)	Scoping	N/A	N/A
H5	720.3	I-580 Corridor Environmental Mitigation	Various	Various	Various
H6	720.4	I-580 Eastbound (HOT) Express Lane	Design	August 2012	April 2014
H7	720.5	I-580 Eastbound Auxiliary (AUX) Lane	Design	August 2012	April 2014
H8	723.0	I-580 Right of Way (ROW) Preservation	Right-Of-Way	N/A	N/A
H9	724.0	I-580 Westbound HOV Lane - West & East Segments	Design	June 2012	November 2014
H10	724.1	I-580 Westbound Express (HOT) Lane	Design	June 2012	November 2014

Alameda CTC Board Meeting – October 27, 2011



Milestone Update

The following milestones have occurred since the last Semi Annual Capital Project Status Update in April 2011:

- **BART to Warm Springs Extension Project (APN 602.0)** – BART Stage 2 LTSS contract awarded June 2011
- **Route 84 Expressway – North Segment (APN 624.0)** – CMIA Bond funding was approved by the CTC in June 2011 clearing the way for construction to begin on the north segment
- **I-80 Integrated Corridor Mobility Project (APN 791.0)**
 - *Environmental Document approved July 2011*
 - *Project #3 TOS - Construction contract awarded May 2011; construction began June 2011*
 - *Project #6 TLSP – Construction contract awarded June 2011; construction began September 2011*

Alameda CTC Board Meeting – October 27, 2011



Milestone Update Continued

- I-680 Sunol Express Lanes – Northbound (APN 710.0B) – Consultant team selected to complete Preliminary Engineering Phase in July 2011
- I-880 North Safety and Operational Improvements at 23rd/29th Avenues (APN 717.) – 65% PS&E design documents submitted to Caltrans September 2011
- I-880 / Mission Boulevard East – West Connector (APN 505.0) – 95% PS&E design documents submitted to Caltrans September 2011

Alameda CTC Board Meeting – October 27, 2011



Capital Projects Highlights

Alameda CTC Board Meeting – October 27, 2011



I-80 Integrated Corridor Mobility Project

(APN 791.0)

PROJECT DETAILS

Sponsor: Alameda CTC

Cost Estimate: \$94.1 million

2000 Measure B Commitment: \$1.8 million

Other Funding Sources: I-Bond, Federal, Regional, Local, Other

Project Status:

- The Environmental Document was approved in July 2011.
- Contract for Project #3 TOS awarded May 2011; construction start June 2011.
- Contract for Project #6 TLSP awarded June 2011; construction start September 2011.

Construction: May 2011 - April 2015

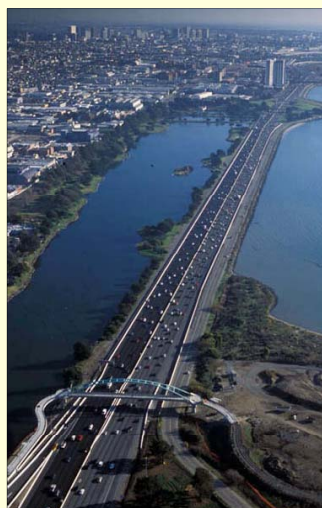
Project Funding Source:



PROJECT MAP



Alameda CTC Board Meeting – October 27, 2011



(left) I-80 ICM project corridor; Aerial of I-80 looking South. (top middle) Mainline I-80 and (top right) San Pablo Arterial. (bottom right) Example of overhead lane use signs and variable advisory speed signs on WB I-80 from Cutting St. to Powell St.

Alameda CTC Board Meeting – October 27, 2011



Project Cost / Funding Table – Parent Project

PROJECT COST ESTIMATE			PROJECT FUNDING		
Cost Estimate by Phase (\$ X 1,000)			Funding by Fund Source (\$ X 1,000)		
Scoping	\$	251	Measure B	\$	1,800
PE/Environmental	\$	6,713	Federal	\$	3,243
Final Design (PS&E)	\$	6,241	State	\$	77,854
Right-Of-Way	\$	0	Regional	\$	1,155
Utility Relocation	\$	150	Local	\$	10,003
Construction	\$	80,700	Other	\$	0
Equipment Purchase	\$	0			
TOTAL Expenditures:	\$	94,055	TOTAL Revenues:	\$	94,055

Summary Schedule – Parent Project


PROJECT SCHEDULE								
Project Phase	Begin - End MM/YY	2010	2011	2012	2013	2014	2015	2016
Scoping	01/07 - 12/07							
PE/Environmental	07/07 - 07/11							
Final Design (PS&E)	09/09 - 12/11							
Right-Of-Way	10/09 - 10/11							
Construction	05/11 - 04/15							

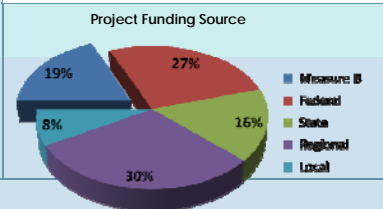
Alameda CTC Board Meeting – October 27, 2011



BART Oakland Airport Connector

(APN 603.0)

PROJECT DETAILS		PROJECT MAP/PROJECT FUNDING SOURCE CHART	
Sponsor:	BART		
Cost Estimate:	\$484.1 million		
2000 Measure B Commitment:	\$89.1 million		
Other Funding Sources:	Multiple sources – public-private partnership		
Project Status:	<ul style="list-style-type: none">\$70 million in ARRA funds removed from project as a result of FTA rulingNew full funding plan presented to BART Board – July 22, 2010In September 2010, the BART Board of directors reaffirmed award of the contract for the project to Flatiron/Parsons JV.The Notice to Proceed (NTP) was issued to the contractor in November 2010 and contract work is underway.		
Construction:	September 2010 - December 2013		
Issues:	None at this time		



Alameda CTC Board Meeting – October 27, 2011



Foundation Construction Work Impact Zone

Work Area: BART property

Lane Closures: 1-2 lanes on San Leandro Street

(left) Construction Work Impact Zone Aerial Map - Source: September 22, 2011 BART Update. (top right) Rendering of Doppelmayr Cable Car on elevated tracks above Hegenberger Boulevard. (bottom right) Construction work in progress along Hegenberger Road.

Alameda CTC Board Meeting – October 27, 2011

Cost Estimate / Funding Plan

PROJECT COST ESTIMATE	
Cost Estimate by Phase (\$ X 1,000)	
Scoping	\$ 0
PE/Environmental	\$ 3,800
Final Design (PS&E)	\$ 13,132
Right-Of-Way	\$ 12,297
Utility Relocation	\$ 3,140
Design/Build	\$ 451,742
Equipment Purchase	\$ 0
TOTAL Expenditures:	\$ 484,111

PROJECT FUNDING	
Funding by Fund Source (\$ X 1,000)	
Measure B	\$ 89,052
Federal	\$ 130,725
State	\$ 78,866
Regional	\$ 146,199
Local	\$ 39,269
Other	\$ 0
Total	\$ 484,111

Summary Schedule

PROJECT SCHEDULE								
Project Phase	Begin - End MM/YY	2010	2011	2012	2013	2014	2015	2016
PE/Environmental	08/98 - 07/02							
Final Design (PS&E)	07/02 - 05/09							
Right-Of-Way	07/02 - 02/10							
Construction (DBOM)	09/10 - 12/13							
Service Testing	01/14 - 06/14							

Alameda CTC Board Meeting – October 27, 2011

Project Cost / Funding Table

PROJECT COST ESTIMATE

Cost Estimate by Phase (\$ X 1,000)		
Scoping	\$	0
PE/Environmental	\$	8,710
Final Design (PS&E)	\$	36,070
Right-Of-Way	\$	84,320
Utility Relocation	\$	14,000
Construction	\$	746,900
Equipment Purchase	\$	0
TOTAL Expenditures:	\$	890,000

PROJECT FUNDING

Funding by Fund Source (\$ X 1,000)		
Measure B	\$	224,404
Federal	\$	0
State	\$	295,433
Regional	\$	321,000
Local	\$	49,163
Other	\$	0
TOTAL Revenues:	\$	890,000

Summary Schedule

PROJECT SCHEDULE

Project Phase	Begin - End MM/YY	2010	2011	2012	2013	2014	2015	2016
Central Park Subway Contract (Stage 1)								
Construction	09/09 - 03/13							
LTSS Contract (Stage 2)								
Advertisement/Award	04/10 - 06/11							
Final Design/Construction	10/11 - 12/15							

Alameda CTC Board Meeting – October 27, 2011



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CITIZENS WATCHDOG COMMITTEE ISSUES FORM**Attachment C***Received
7/11/2011*

Alameda County Transportation Improvement Authority
1333 Broadway, Suite 300
Oakland, California 94612
Voice: 510-893-3347 Fax: 510-893-6489

The CWC is required to review all Measure B expenditures. This form allows formal documentation of potential issues of concern regarding expenditure of Measure B funds. A concern should only be submitted to the CWC if an issue is directly related to the potential misuse of Measure B funds or non-compliance with ACTIA agreements or the Expenditure Plan approved by voters. This form may be used only by acting CWC members.

Date: July 11, 2011

Name: James M. Haussener

Email Address: jhaussener@aol.com

Governmental Agency of Concern (Include name of agency and all individuals)
Alameda County

Agency's Phone Number: _____

Agency's Address: _____

City Oakland **Zip Code:** _____

Which one of the following ACTIA Measure B expenditures is this concern related to:
(Please check one)

☐ Capital Project ☒ XX Program ☐ Program Grant ☐ ACTIA Administration

Please explain the nature of your concern and how you became aware of it providing as much detail as you can, including the name of the project or program, dates, times, and places where the issues you are raising took place. (Use additional sheets of paper if necessary)

In reviewing the FY2009/10 audit I noted Alameda County had a ending balance of approximately 4 times its annual revenue.. Alameda County reports that it has various projects under design some of which were authorized by its governing board in 2003.

PROCESS - I am interested in getting more information on how Alameda County will normalize the relationship between receipts and expenditures in a given year; what the plan is to reduce the end of year balance; what specific projects (both the bicycle and pedestrian program and the local streets and roads program) are under design; what the time line is for completing those projects under design; what the estimated Measure B expenditures will be for those projects currently under design; and, what fiscal years those expenditures will take place.

PROTECTION -

Action Taken - Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you yourself have taken.

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

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

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

13	Vacancy								
14	Vacancy								
15	Vacancy								
16	Vacancy								
17	Vacancy								



Paratransit Advisory and Planning Committee Meeting Minutes Monday, April 23, 2012, at 1:00 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u>P</u> Sylvia Stadmire, Chair	<u>P</u> Joyce Jacobson <u>A</u> Sandra Johnson-Simon	<u>P</u> Vanessa Proee <u>P</u> Carmen Rivera-Hendrickson
<u>P</u> Will Scott, Vice-Chair	<u>P</u> Gaye Lenahan	<u>P</u> Michelle Rousey
<u>P</u> Aydan Aysoy	<u>P</u> Jane Lewis	<u>P</u> Harriette Saunders
<u>P</u> Larry Bunn	<u>P</u> Jonah Markowitz	<u>P</u> Esther Waltz
<u>A</u> Herb Clayton	<u>P</u> Betty Mulholland	<u>P</u> Hale Zukas
<u>P</u> Shawn Costello	<u>P</u> Rev. Carolyn Orr	
<u>P</u> Herb Hastings	<u>P</u> Sharon Powers	

Staff:

<u>P</u> Matt Todd, Manager of Programming	<u>P</u> Naomi Armenta, Paratransit Coordinator
<u>A</u> John Hemiup, Senior Transportation Engineer	<u>P</u> Krystle Pasco, Paratransit Coordination Team
<u>P</u> Cathleen Sullivan, Nelson/Nygaard	<u>P</u> Vida LePol, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Sylvia Stadmire called the meeting to order at 1 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Tighe Boyle, Silver Ride; Pam Deaton, City of Pleasanton; Shawn Fong, City of Fremont; Kim Huffman, AC Transit; Isabelle Leduc, City of Albany; Hakeim McGee, City of Oakland; Gail Payne, City of Alameda; Elaine Welch, Senior Helpline Services; Jeff Weiss, Bay Area Community Services

2. Public Comments

There were no public comments.

3. Approval of March 26, 2012 Minutes

Gaye Lenahan moved that PAPCO approve the March 26, 2012 minutes as written. Esther Waltz seconded the motion. The motion carried unanimously (19-0).

4. Recommendation on CMMP – Volunteer Driver Program

Naomi Armenta reviewed the Volunteer Driver Program memo with PAPCO members and stated that Paratransit Coordination staff worked with Senior Helpline Services (SHS) to develop a new Coordination and Mobility Management Planning (CMMP) pilot program. SHS is a nonprofit senior services agency based in Lafayette, California and currently serves all communities in Contra Costa County.

She said in September 2011, PAPCO forwarded a recommendation to the Alameda CTC Board to allocate \$281,244 of CMMP funding for three specific projects. The proposed Volunteer Driver Pilot Program would include two areas in Alameda County.

Naomi stated that SHS would launch and operate a 12-month project to offer free, one-on-one, door-through-door, escorted rides for ambulatory seniors age 60 and older residing in Albany, Berkeley, Emeryville, and Oakland who are living at home and are unable to use other transportation modes. Senior Support Program of the Tri Valley will coordinate SHS volunteer driver resources with theirs to increase capacity at both agencies and provide seamless rides to clients between eastern Alameda County and central Contra Costa County.

Questions/feedback from the members:

- Is Piedmont included in this program? Staff said it could be added.
- What are the eligibility requirements since there are two other similar programs (and eligibility starts at age 70)? Staff stated that the requirements are similar, and both programs serve the neediest people.
- Who is SHS networking with in Oakland to ensure that the program serves the people who really need it? Staff stated that they are working with each city.
- How do the budgets compare? Staff stated that this is a start up program, and the annual budget is \$90,000 for next year. The budget

for VIP Rides in the Tri-City area is \$90,000, and the budget for the Senior Support Program of the Tri-Valley is \$72,500 for next year.

- Members were concerned about the salaries for the project manager, executive director, two program coordinators, and a program assistant, and asked for the breakdown of direct costs in writing at the next meeting. Staff stated that they will need to sustain the Alameda County work by hiring new staff in fiscal year 2013-2014 (FY 13-14).

After a lengthy discussion, some members suggested that they needed more time to review the program in its entirety. Matt Todd suggested that if members like the programming concept, they could consider approving the program in concept for up to \$94,000, which will go through the committees and to the Board in concept, for approval, based on PAPCO's recommendation. Staff will return next month with more detailed information on the program.

Joyce Jacobson moved to approve staff's recommendations to approve a CMMP Pilot Volunteer Driver Program with a cap of \$94,000 in CMMP funding for the pilot Volunteer Driver Program, with the stipulation that Alameda CTC coordinate program eligibility with other programs. Esther Ann Waltz seconded the motion. The motion carried unanimously (19-0).

Naomi thanked members for their input and stated that if members require further clarification or have suggestions regarding the program, they should send them to her before the May PAPCO meeting.

5. Recommendation on Gap Grant Extension

Naomi Armenta reviewed the Gap Grant extension recommendation memo with members and asked PAPCO to recommend a one-year extension of 12 Gap Grants for \$965,690 out of the Paratransit Gap Grant funding. She said on March 6, 2012, current grant recipients were invited to apply for an extension of their grant and, where appropriate, supplemental funding.

Naomi stated that if voters approve the transportation sales tax measure in November 2013, it will provide new options for ongoing funding for some of these successful grants beginning in FY 13-14. She said an extension through FY 12-13 would bridge the gap until this potential new funding stream is available.

Questions/feedback from the members:

- Members asked why LAVTA requested an extension but not supplemental funding. Staff noted they must be planning to use another source for funding.
- Did the City of Alameda request an extension for its Medical Return Trip Improvement Program?. Staff stated that that is part of their base program and only organizations with active grants can ask for an extension of those grants.

Jonah Markowitz moved to approve staff's recommendations to fund the 12 Paratransit Gap Grant extensions with Measure B funds in the amount of \$965,690. Michelle Rousey seconded the motion. The motion passed unanimously (19-0).

6. City of Alameda Quarterly Report

Gail Payne from the City of Alameda gave a presentation on the City of Alameda Paratransit Program and gave PAPCO an update on the program reserve money, the shuttle service, the Medical Return Trip Improvement Program (MRTIP), the premium taxi service, and group trips. She stated that by the end of this fiscal year, the City's reserve balance will be down to \$30,000. She said the program will require more money to continue to operate.

Gail stated that the current new shuttle program also requires more money than its base funding. The shuttle costs over \$70,000 annually to operate. She informed members that the City has asked the city council to help them with the budget issues, and the city council is reviewing the programs and will vote on it May 1, 2012.

Questions/feedback from the members:

- What amount of funding would the City need to keep the program intact? Gail stated that the City does not know at this point.
- If the transportation sales tax measure does not pass, what programs will the City cut? Gail said she doesn't know. The Mr. TRIP shuttle is a necessary program, and perhaps the City will cut back on advertising.
- Gail stated that the survey shows that riders are willing to pay small fees to keep the program going.

7. City of Hayward Quarterly Report

This report was postponed due to staff illness.

8. Member Reports and PAPCO Mission, Roles, and Responsibilities Implementation

Jonah Markowitz informed the committee that he participated at an event at the North Berkeley Senior Center.

Carmen Rivera-Hendrickson informed the committee that Hale Zukas was honored on April 8, 2012, at 1 p.m. at the Ed Roberts Campus for his invaluable services in transportation. She said BART placed a plaque at the Ashby BART Station in his name.

Herb Hasting reported that buses will be able to stop at the main entrance of the gate during the Alameda County Fair.

Betty Mulholland informed members that the Oakland Commission on Persons with Disabilities is having a meeting regarding transit programs and all PAPCO members are invited.

Michelle Rousey reported that on Thursday, there is a Board of Supervisor's meeting at 6:30 p.m. regarding managing health care, and all PAPCO members are invited.

Shawn Costello reported problems with wheelchairs in buses. He stated that last week, he had to show the bus drivers how to secure the wheelchairs properly.

Sylvia reported that last week, she went to the California Senior Leader's meeting in Glendale, California,. She said there will be action on May 5, 6, and 7 with legislators. Sylvia also attended a meeting at Allen Temple Baptist Church in Oakland.

Will Scott reported that he attended the Alameda County Board of Supervisors meeting on April 23, under Supervisor Wilma Chan, regarding innovation on health care reform. He also reported that last week he attended a meeting in Sacramento regarding the Health Services Subcommittee meeting in regard to 21st-century related services.

9. Committee Reports

- A. East Bay Paratransit Service Review Advisory Committee (SRAC) – Rev. Carolyn Orr reported that meeting was postponed to next month.
- B. Citizens Watchdog Committee (CWC) – Harriette Saunders reported on the subcommittee meeting to review the CWC Annual Report draft content.

10. Mandated Program and Policy Reports

Sylvia asked members to review the attachments in their packets for more information.

11. Staff Updates

- A. Mobility Management
Naomi encouraged the committee to review the article titled “Can Travel Training Services Save Public Transportation Agencies Money?” on page 37 in the packet.
- B. Cathleen gave a progress update on planning for the ninth Annual Mobility Workshop. Alameda CTC has secured July 16th, 2012 at the Ed Roberts Campus for the workshop. The format includes a morning workshop introduction by Bonnie; an MTC representative will talk to members about the final recommendation of the Transit Sustainability Project (TSP); and Richard Weiner of Nelson\Nygaard will talk about hot topics in paratransit (e.g. the role of taxis, the dialysis crisis, and wheelchair rule changes). She also informed members that Karen Hoesch from Pittsburg Paratransit has been invited as a keynote speaker.

Cathleen said in the afternoon, the workshop could include a round-table forum on different outcomes of TSPs. Cathleen thanked members for their input, and requested that members share ideas on how to structure the day’s activities.

Questions/feedback from the members:

- A member suggested that staff keep in mind mobility concerns for seniors with medical and disability issues when setting up the tables. Staff stated that they are aware of mobility issues, and will allow for maximum moving space when setting up.

- Another member suggested having someone present about the new changes in Medi-Cal for seniors. Staff stated that they have not finalized the program but will consider this request.
- Some members were also concerned about the noise coming from equipment becoming intolerable for them. Staff said they will keep the sound and noise issues in mind.

C. Outreach Update: Krystle thanked members for helping out with the April 19, 2012 East County Transportation Forum at Dublin City Hall. She gave an update on the outreach events coming up that appear on page 23 of the agenda packet. She said if anyone is interested in attending any of these outreach events, to feel free to call, email or mention it to her during or after the PAPCO meeting.

- 4/26/12 – Senior Resource Fair, Albany Senior Center, 10 a.m. to 1 p.m.
- 5/3/12 – Senior Health and Wellness Resource Fair, Kenneth C. Aitken Senior and Community Center, 9 a.m. to 1 p.m.
- 5/5/12 – Cinco de Mayo Community Health Fair Ashland Community Center, 10:30 a.m. to 2:30 p.m.
- 6/28/12 – Senior Day at the Alameda County Fair, Alameda County Fairgrounds, 9 a.m. to 5 p.m.
- 7/12/12 – South County Transportation Forum, Union City Hall, 6:30 to 8:30 p.m.

Naomi reminded members about the Program Plan Review Subcommittee meeting scheduled for May 4 and 7. She said staff has finalized the schedule, and members should check the schedules for their assigned date and time.

12. Draft Agenda Items for May 21, 2012 PAPCO

- A. Base Program and MSL Recommendation
- B. Establishment of Bylaws and Subcommittee Membership
- C. Report from East Bay Paratransit – Broker /Claim Report
- D. Annual Mobility Workshop Update

13. Adjournment

The meeting adjourned at 2:50 p.m.

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Alameda CTC Joint Paratransit Advisory and Planning Committee and Paratransit Technical Advisory Committee Meeting Minutes

Monday, April 23, 2012 at 3:00 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

TAC Members:

<u> A </u> Beverly Bolden	<u> P </u> Kim Huffman	<u> P </u> Gail Payne
<u> A </u> Melinda Chinn	<u> A </u> Jackie Krause	<u> A </u> Mary Rowlands
<u> A </u> Anne Culver	<u> P </u> Kadri Klm	<u> A </u> Mia Thibeaux
<u> P </u> Pam Deaton	<u> A </u> Kevin Laven	<u> P </u> Laura Timothy
<u> A </u> Louie Despeaux	<u> P </u> Isabelle Leduc	<u> A </u> Kelly Wallace
<u> A </u> Jeff Flynn	<u> A </u> Wilson Lee	<u> A </u> Mark Weinstein
<u> P </u> Shawn Fong	<u> P </u> Hakeim McGee	<u> A </u> Victoria Williams
<u> A </u> Brad Helfenberger	<u> A </u> Cindy Montero	<u> A </u> Leah Talley
<u> A </u> Karen Hemphill	<u> P </u> Joann Oliver	<u> A </u> David Zehnder

PAPCO Members:

<u> P </u> Sylvia Stadmire, Chair	<u> P </u> Joyce Jacobson	<u> P </u> Vanessa Proee
<u> P </u> Will Scott, Vice-Chair	<u> A </u> Sandra Johnson-Simon	<u> P </u> Carmen Rivera-Hendrickson
<u> P </u> Aydan Aysoy	<u> P </u> Gaye Lenahan	<u> P </u> Michelle Rousey
<u> P </u> Larry Bunn	<u> P </u> Jane Lewis	<u> P </u> Harriette Saunders
<u> A </u> Herb Clayton	<u> P </u> Jonah Markowitz	<u> P </u> Esther Waltz
<u> P </u> Shawn Costello	<u> P </u> Betty Mulholland	<u> P </u> Hale Zukas
<u> P </u> Herb Hastings	<u> P </u> Rev. Carolyn Orr	
	<u> P </u> Sharon Powers	

Staff:

<u> P </u> Matt Todd, Manager of Programming	<u> P </u> Naomi Armenta, Paratransit Coordinator
<u> A </u> John Hemiup, Senior Transportation Engineer	<u> P </u> Cathleen Sullivan, Nelson/Nygaard

P Krystle Pasco, Acumen Building
Enterprise, Inc.

P Vida LePol, Acumen Building
Enterprise, Inc.

1. Welcome and Introductions

Paratransit Coordinator Naomi Armenta called the meeting to order at 3:03 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Tighe Boyle, Silver Ride; Elaine Welch, Senior Helpline Services (SHS); Jeff Weiss, Bay Area Community Services (BACS)

2. Public Comment

There were no public comments.

3. Fiduciary Training and Finance Subcommittee Status Report

Sylvia Stadmire reported that the Fiduciary Training and Finance Subcommittee met on April 13, 2012, from 1 to 4 p.m. at Alameda CTC, and 8 PAPCO members were in attendance.

Sylvia stated that the meeting was staffed by Naomi, Cathleen Sullivan, and Matt Todd, and the committee discussed PAPCO's fiduciary responsibilities in the current and draft Transportation Expenditure Plan, and the PAPCO Bylaws. She said the committee also reviewed the summary program information from the compliance year-end reports and Program Plan applications. Subcommittee members identified issues and questions for five program applicants: Albany, Berkeley, Emeryville, Fremont, and Oakland.

Sylvia thanked all members for their hard work and contributions to the subcommittee.

4. Quarterly Education and Training – LAVTA Report on American Logistics Transition

Kadri Klm, Paratransit Planning Coordinator of the Livermore Amador Valley Transit Authority (LAVTA), gave a presentation on LAVTA's transition to having American Logistics Company (ALC) provide Americans with Disabilities Act (ADA) paratransit services. She stated that WHEELS has a new business model and contracts with a company that subcontracts with community-based transportation providers. As the contractor, ALC provides reservations,

scheduling, dispatching, reporting, invoicing, insurance, customer service, and compliance with Federal Transit Administration regulations. WHEELS subcontractors provide drivers, vehicles, fuel, insurance, and maintenance.

Kadri said a recent survey showed an overall on-time performance rate of over 95 percent, complaints are less than one per 1,000 trips, the telephone response time is less than one minute, and accident rates are less than one per 100,000 miles.

Questions/feedback from the members:

- How many staff members at the call center are dedicated to the program? About six staff members.
- How much is the cost for a ride? \$25.
- How does ALC assist customers with speech/communication problems? Customers can make reservations on line or by phone. No problems related speech/communication problems have been reported.
- Has the number of complaints changed since ALC came aboard? Kadri stated that complaints were very high when new contractor took over, but now it's only about 1.5 per 1,000 trips.

5. Countywide Transportation Plan and Transportation Expenditure Plan Update

Matt Todd updated the committee on the regional and countywide efforts to create a Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP). He reported that the TEP is moving along very well, 11 out of 15 city councils have approved the TEP. Both the Draft CWTP and the final TEP, along with the ordinance to be placed on the ballot, will be brought to the Commission in May 2012 for approval, and the Alameda CTC will request that at the Board of Supervisors' June 2012 meeting, it places the TEP on the November 6, 2012 ballot for approval by voters.

6. Draft Agenda Items for June 12, 2012, TAC Meeting

- A. Status Report on PAPCO Program Plan and Gap Recommendation
- B. Technical Exchange – Recurring Items

9. Adjournment

The meeting adjourned at 3:57 p.m.

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

	Title	Last	First	City	Appointed By	Term Began	Re- apptmt.	Term Expires	Mtgs Missed Since July-11
1	Ms. Stadmire, Chair	Sylvia J.		Oakland	Alameda County Supervisor Wilma Chan, D-3	Sep-07	Feb-10	Feb-12	0
2	Mr. Scott, Vice Chair	Will		Berkeley	Alameda County Supervisor Keith Carson, D-5	Mar-10	Apr-12	Apr-14	0
3	Ms. Aysoy	Aydan		Berkeley	City of Berkeley Councilmember Laurie Capitelli	Jul-09	Jan-12	Jan-14	0
4	Mr. Bunn	Larry		Union City	Union City Transit Wilson Lee, Transit Manager	Jun-06	Jan-12	Jan-14	0
5	Mr. Clayton	Herb		Hayward	City of Newark Vice Mayor Luis Freitas	Sep-03	Jan-12	Jan-14	8
6	Mr. Costello	Shawn		Dublin	City of Dublin Mayor Tim Sabranti	Sep-08	Apr-12	Apr-14	5
7	Mr. Hastings	Herb		Dublin	Alameda County Supervisor Scott Haggerty, D-1	Mar-07	Jan-12	Jan-14	1
8	Ms. Jacobson	Joyce		Emeryville	City of Emeryville Councilmember Ruth Atkin	Mar-07	Jan-12	Jan-14	1
9	Ms. Johnson-Simon	Sandra		San Leandro	BART Director Tom Blalock	Sep-10	Jan-12	Jan-14	1
10	Ms. Lenahan	Gaye		Piedmont	City of Piedmont Vice Mayor John Chiang	May-11	Jan-12	Jan-14	
11	Ms. Lewis	Jane		Dublin	City of Livermore Mayor John Marchand	Sep-09	Jan-12	Jan-14	0
12	Mr. Markowitz	Jonah		Berkeley	City of Albany Mayor Farid Javandel	Dec-04	Mar-09	Mar-11	1
13	Ms. Mulholland	Betty		Oakland	Alameda County Supervisor Nate Milley, D-4	Sep-09		Sep-11	1
14	Rev. Orr	Carolyn M.		Oakland	City of Oakland Councilmember Rebecca Kaplan	Oct-05	Jan-12	Jan-14	2

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

15	Ms.	Powers	Sharon	Fremont	City of Fremont Vice Mayor Suzanne Chan	Dec-07	Jan-12	Jan-14	2
16	Ms.	Proee	Vanessa	Hayward	City of Hayward Councilmember Olden Henson	Mar-10	Jan-12	Jan-14	1
17	Ms.	Rivera-Hendrickson	Carmen	Pleasanton	City of Pleasanton Mayor Jennifer Hosterman	Sep-09	Jan-12	Jan-14	1
18	Ms.	Rousey	Michelle	Oakland	Alameda County Supervisor Nadia Lockyer, D-2	May-10		May-12	3
19	Ms.	Saunders	Harriette	Alameda	City of Alameda Vice Mayor Rob Bonta	Jun-08	Sep-10	Sep-12	1
20	Ms.	Waltz	Esther Ann	Livermore	LAVTA Executive Director Paul Matsuoka	Feb-11	Jan-12	Jan-14	0
21	Mr.	Zukas	Hale	Berkeley	A. C. Transit Director Greg Harper	Aug-02	Jan-12	Jan-14	0
22		Vacancy			City of San Leandro Councilmember Joyce Starosciak				
23		Vacancy			City of Union City Mayor Mark Green				



Memorandum

DATE: June 18, 2012

TO: Planning, Policy and Legislation Committee

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

SUBJECT: Legislative Update

Recommendations

This is an information item only.

Summary

State Update

Budget: On May 14th, the Governor released the May Revise which revealed a higher shortfall than what the Governor predicted in January. The deficit grew from a \$9.4 billion shortfall in January to \$15.7 billion, requiring additional cuts. The Governor estimates that key elements in filling this gap include additional cuts and passage of his initiative on the November ballot which is estimated to bring in \$8.5 billion.

If his measure is not approved by voters, education will see significant cuts beginning in January, including \$5.5 billion to schools and community colleges, \$250 million each to CSU and UC, and the remaining out of different public safety budgets, such as at state parks life, water safety patrols, and forestry and fire protection services. The legislature has until June 15 to pass a balanced budget.

The Governor's May Revise largely leaves transportation intact, with the most significant proposed change being the reorganization plan that would bring all transportation agencies under one umbrella. The Governor's Transportation reorganization plan has been submitted to the Legislature for review and the first joint hearing was held on May 23rd by the Senate Committee on Governance & Finance and the Senate Committee on Governmental Organization. The Assembly created a special to review and act on the Governor's proposal that will be chaired by Assemblymember Buchanan.

The Governor's reorganization plan was heard through the Little Hoover Commission which had 30 days to review, held hearings in late April, and released their report in late May recommending approval of the reorganization plan. In early May, the Governor introduced legislation to implement the reorganization, which started a 60 day clock for the legislature to

take action on his plan. The State Legislature has until July 2nd to take action to support the reorganization, or if no action is taken by the legislature, it will take effect on July 3rd.

In late May, staff met with the acting Secretary of Business, Transportation and Housing, Brian Kelly, who provided updates on state actions related to transportation and who invited the participation from the Self-Help Counties coalition to help define some major transportation related efforts regarding transportation finance, policy, and implementation. He is interested in beginning these discussions soon to help influence future transportation related decision-making efforts in the coming year.

On June 14th, the State legislature passed a budget bill in both houses and sent it to the Governor for approval. The budget is reported to be balanced for this and two years hence, with a potential surplus in fiscal year 2015-2016. The budget includes a reserve of a half a billion dollars and deficit solutions in the amount of \$16.5 billion. It also includes the trigger cuts proposed by the Governor if his measure isn't passed by voters in November 2012. Several trailer bills were also acted upon and will be addressed during the last weeks of June, since they are not subject to the same timeframe as the overall budget bill. However, transportation was included in the package of bills approved with the main budget.

Federal Update

FY2013 Budget: In February 2012, President Obama released his proposed 2013 budget, a \$3.8 trillion funding request. The proposed plan aims to reduce the federal deficit by over \$4 trillion with cuts in discretionary spending and new revenues.

For transportation, the president recommended an increase over the 2012 budget from \$71.6 billion to \$74 billion. The proposal provides for increases in transit, rail, highways, safety and aviations, and consolidation of the highway program structure from 55 programs into five. The president has also proposed a 6-year surface transportation plan for \$475. 9 billion, a reduction of about \$80 billion over his last year's proposal. The president proposes to pay for this program with current highway trust fund receipts as well as through savings from ending wars in both Iraq and Afghanistan.

FY13 Appropriations

The Senate addressed FY 2012-13 transportation appropriations in both the subcommittee, Senate Transportation, Housing and Urban Development (THUD), as well as the full Appropriations Committee in mid-April and approved the following for transportation:

- \$53.4 billion in spending for FY13, \$3.9 billion below the FY12 enacted level.
- The TIGER program was funded at \$500 million, the same as the FY12 level.
- Absent adoption of a new surface transportation bill, funding for most highway and transit programs are at current levels; however, there is an increase in New Starts funding above the FY 12 level.

The House THUD Subcommittee marked up its appropriations bill on June 7 and the full committee is expected to take up the bill on June 19.

Getting a budget in place for the country appears to be on two separate tracks as the Senate and House have different funding limits under which they are operating, and once they do get to conference committees, they will have to address a challenging overall difference in funding of \$19 billion due to the House adoption of more severe budget caps than the Senate. It appears that these differences are heading toward the potential need for adoption of continuing resolutions to fund the federal government, and actions may be postponed until after the elections. If this occurs, a final budget could be acted upon in the lame duck session.

Surface Transportation Authorization: In March, the 9th extension was enacted of the surface transportation bill through June 30, 2012. During the last full week of April, the House approved a bill aimed at making a 10th extension for the transportation bill from June 30 to September 30, 2012. This bill is that it is being used as the vehicle to conference with the Senate on its bi-partisan two year bill.

There are only two California members on the conference committee: Senator Boxer, who is chairing the committee, and Congressman Waxman from Southern California. The conferees held their first official meeting on May 8. Staff level conferences have been held since then due to the varying schedules of the House and Senate being in session. Some of the differences that need to be resolved between the House and Senate include transportation enhancements funding, environmental streamlining, the Keystone XL pipeline and management of coal ash, a bi-product from coal-fired power plants, as well as how to pay for the bill.

These differences, combined with the extreme policy level differences between the House and Senate bills, appear to be heading toward a 10th extension of the federal surface transportation bill.

Additional information on recent federal activities can be found in Attachments B1 and B2.

Fiscal Impact

No direct fiscal impact.

Attachments

Attachment A: State Update

Attachments B1 and B2: Federal Updates

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June 15, 2012

BUDGET UPDATE

2012-13 Budget and First Trailers on Way to Governor

Despite the fact that Senate Budget Chair Mark Leno compared the 2012-13 State Budget to San Francisco Giants' pitcher Matt Cain's perfect game this week, today's proceedings to approve the Budget and trailer bills were no afternoon at the ball park. Although Proposition 25 enables the Budget to pass with a majority vote and Democrats have sufficient members to achieve that threshold, Republicans were determined to let their opinions on the spending plan crafted by the Democrats be known.

Senator Leno called it "Painful yet hopeful, 99.5 percent perfect." He said it is balanced this year, as well as the next two years, with a two year surplus in 2015-16. He anticipated that his colleagues across the aisle, who had boycotted the hearing of the Senate Budget and Fiscal Review Committee yesterday where the Budget and trailer bills were discussed, would be tossing zingers soon. He told all of the Senators that he wanted them to remember three words: Grover Norquist's pledge. The Budget should take both addition and subtraction, but unfortunately they only have one side of the equation, so the list of cuts is long, and they are painful and deep.

Senator Emmerson, Budget Committee Vice Chair, gave a speech expressing his distress about the bills not being in print long enough to really understand them. He said that the budget process lacked transparency this year and the end product was not balanced. Senator Berryhill used terms like "incomplete, secretive, and hide the football." He compared the process to a, "Slow motion train wreck and you are driving the bus."

Senator Leno assured his colleagues that despite all the criticism, the 2012-13 Budget was the leanest in many years compared to GDP. It includes \$16.5 billion in solutions to close the deficit and has a half billion dollar reserve. There are \$6.1 billion in trigger cuts in the event that the Governor's tax initiative is not successful this November.

Leno also commented on the proposal affecting RDA "pass through" payments. He said the Budget counts the \$250 million in savings, but admitted negotiations continue. He characterized it as a difference of opinion between the Administration and the Legislature on how the pass through payments should be counted. With a growing chorus of opposition from cities, counties, and special districts to this proposal, there is the possibility that they will need

to find \$250 million in solutions in another area. The budget trailer bill implementing various changes to the RDA dissolution process was not voted on today, but will be part of the long list of trailer bills to be decided next week.

In an effort to cast doubt on whether the Budget can be considered balanced, several Republican senators signed on to a letter requesting that State Controller Chiang and Treasurer Bill Lockyer weigh in. During the debate, Lockyer released a statement saying that the Budget being voted upon is “financeable.”

After the initial partisan spear tossing and the offering of a few amendments to the health trailer bill by minority party members, the Senate passed the Budget Bill and six trailer bills, all with majority votes. They transmitted them to the Assembly, where a somewhat similar scenario played out. Next week the Budget Committee is on call every day to review the remaining trailer bills. The plan is to have them all to the Governor prior to the end of the month. Whether he will sign or veto them remains to be seen, but Legislators have met their constitutional deadline. The measures approved by both houses today included:

AB1464	2012-13 Budget
AB1465	Transportation
AB1467	Health
AB1470	Mental health: State Department of State Hospitals
AB1472	Developmental services
AB1485	Budget Act of 2011: augmentation
AB1495	Budget Bill Jr.

Trailer bills that still need to be acted upon include:

AB 1468/SB 1008	Health: Coordinated Care Initiative
AB 1469/SB 1009	Mental Health Realignment
AB 1471/SB 1011	Human Services
AB 1473/SB 1013	Child Welfare Services Realignment
AB 1474/SB 1014	Alcohol and Drug Programs Realignment
AB 1476/SB 1016	Education
AB 1478/SB 1018	Resources and Environmental Protection
AB 1480/SB 1020	Realignment Permanent Fiscal Structure
AB 1481/SB 1021	Public Safety
AB 1482/SB 1022	Public Safety: Capital Outlay
AB 1483/SB 1023	Public Safety Realignment
AB 1484/SB 1024	Redevelopment
AB 1487/SB 1027	High Speed Rail CEQA
AB 1489/SB 1029	High Speed Rail: Capital Outlay
AB 1490/SB 1030	Health: Gross Premium Tax
AB 1492/SB 1032	Timber Tax

AB 1494/SB 1034	Healthy Families
AB 1496/SB 1036	High Speed Rail: Support
AB 1491/SB 1031	Seismic Safety Account

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Washington Friday Report

Volume XIV, Issue 24

June 15, 2012

INSIDE THIS WEEK

- 1 T-Bill, USCM, Bloomberg, Mortgage Help
- 2 FY13 Appropriations, Disconnected Youth
- 2 Tax Reform, Homeless Youth, FHA Insurance

This week the House is out, the Senate is in - minus recesses and the early break for the campaign, not a lot of time left. But things are happening, and here's the highlights!

Transportation Update

With the current surface transportation extension slated to expire on **June 30**, prospects for a highway bill conference agreement appear to be dimming as House and Senate negotiators blamed each other for their lack of progress on major areas of disagreement. Senator **Chuck Schumer** labeled conservative House Republican conferees as “*militants, radicals, extremists*” while Congressman **Bill Shuster** accused Senate Democrats of “*refusing to acknowledge that this is a bicameral process.*” At the moment, the most substantive disagreement appears to involve the determination of House Republicans to go further than the Senate is willing to go in order to ease environmental and regulatory reviews of transportation projects. House Republicans want to set deadlines for completion of some regulatory reviews, while Senate Democrats insist on “safety valves” that would allow regulators to get extensions. If an agreement isn’t reached before the end of June, Congress will likely be forced to pass a clean transportation extension that would provide funding for several more months, possibly past the November elections.

The Transportation Construction Coalition, a self-described group of “29 national associations and labor unions with a direct market interest in the federal transportation programs,” launched an ongoing advertising blitz on Wednesday, targeting the districts of four House members of the transportation bill conference and urging them to complete action on the bill before the June 30th deadline. “*With billions of dollars at stake, and thousands of good paying jobs, it is time for Congress to take action,*” the radio ads say. “*Will your congressman be part of the problem, or part of the solution?*” For more, click on [Radio Ad Campaign](#).

Local and state officials are also pressing Congress for action on infrastructure. On Tuesday, the Mayors Automotive Coalition held a news conference to promote efforts to boost U.S. manufacturing and the infrastructure that supports the sector. Separately, Connecticut Governor **Dannel Malloy** said that a

multi-year transportation bill would create an “*economic tailwind*” while Los Angeles Mayor **Antonio Villaraigosa** said, “*we can’t afford to kick the can down the road any longer on this issue.*” For more on the Coalition, click on [Mayors to Congress: Keep America Moving](#).

U.S. Conference of Mayors Annual Meeting

*The 80th annual meeting of the U.S. Conference of Mayors in Orlando began on Wednesday and will conclude tomorrow on Saturday. We’ve been listening to remarks from Vice President **Joe Biden** and high-ranking cabinet members such as Education Secretary **Arne Duncan**, HUD Secretary **Shaun Donovan**, and former Treasury Secretary **Hank Paulson**. We will have a full report for you next week.*

Bloomberg’s Mayors Challenge

New York Mayor **Michael Bloomberg** is using part of his personal fortune to spark innovation in the nation’s cities, inviting mayors of municipalities with at least 30,000 residents to join the *Mayors Challenge*. Launched on Wednesday by Bloomberg Philanthropies, the Mayors Challenge is a competition to inspire cities to generate innovative ideas that solve major challenges and improve city life, and that ultimately can be shared with cities across the nation. The five boldest ideas with the greatest potential for impact will win funding as well as national and local recognition. By the middle of 2013, the winning cities will be revealed, with \$5 million for the grand prize winner and \$1 million each for the other four winners. From the website, “*We know that filling out applications isn’t on anyone’s list of favorite activities, so we’re aiming to make the process as short, painless, and straightforward as possible.*” RSVPs are due by **July 16** and applications must be submitted online by **September 14**. The top 20 finalists will be invited to participate in two-day collaborative “*Ideas Camp*” in New York City to strengthen and stretch their ideas and the final winners will be chosen from this group. For more, click on [Mayors Challenge](#).

Distressed Asset Stabilization Program

HUD and the FHA have launched the *Distressed Asset Stabilization Program*, an expansion of an FHA pilot program that allows private investors to purchase pools of mortgages headed for foreclosure and charges them with helping to bring the loan out of default. HUD Secretary **Shaun Donovan** said, “*With this program, we will increase by as much as ten times the number of loans available for purchase while making it easier for borrowers to avoid foreclosure.*” Beginning with the September 2012 scheduled sale, FHA will increase the number

Washington Friday Report 1

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of eligible loans available for purchase from approximately 1,800 each year to a quarterly rate of up to 5,000, and add a new neighborhood stabilization pool to encourage investment in communities hardest hit by the foreclosure crisis. This program provides another tool that borrowers who are severely delinquent on their mortgages can use to explore affordable mortgage solutions or achieve a favorable resolution. For more, click on [Distressed Asset Stabilization](#).

FY2013 Appropriations: Labor-HHS-Education

Yesterday, by a party-line vote of 16 to 14, the Senate Appropriations Committee approved an amended FY13 Labor-HHS-Education spending bill along with a separate \$23 billion FY13 Financial Services bill. The Labor-HHS-Education bill would provide \$158.8 billion in discretionary funds, \$2 billion more than the FY12 level. As amended, the bill would require disclosure of spending from the Prevention and Public Health Fund, created by the 2010 health care laws (PL 111-148, PL 111-152) to invest in public health and disease prevention. It would also expand eligibility for federal student aid, including Pell grants, to those enrolled in adult and postsecondary education classes for career development if they can demonstrate the ability to benefit from the courses through various tests. The bill includes \$2.4 billion for the Child Care and Development Block Grant (CCDBG), an increase of \$160 million from FY12. It includes an increase of \$70 million to **Head Start**. It creates a new authority called **Performance Partnerships** to provide states and locals with unprecedented flexibility to achieve defined outcomes for **disconnected youth**. The **Promise Neighborhoods** program would receive \$80 million, a \$20 million increase from FY12. It includes \$14.6 billion for Education **Title I** grants, an increase of \$100 million from FY12, and \$549.3 million for **Race to the Top**. Funding for **LIHEAP** and the Community Services Block Grant (CSBG) would remain at FY12 levels. For more, click on [Senate FY13 Labor-HHS-Education Appropriations Summary](#).

Disconnected Youth

The Department of Education (ED) has released a Request for Information for Strategies for Improving Outcomes for Disconnected Youth. ED is seeking recommendations on effective approaches by working across Federal, State, and local community programs and systems that provide services to disconnected youth. "Improving outcomes for disconnected youth" means increasing the rate at which young people ages 14 to 24 who are homeless, in foster care, involved in the juvenile justice system, or are neither employed nor enrolled in an educational institution achieve success in meeting educational, employment, and other key lifelong development goals. The public input provided in response to the notice will inform the deliberations of the Interagency Forum on Disconnected Youth about determining the best use of the authority requested in the President's FY 2013 budget for the **Performance Partnership Pilots**. Responses must be received by **July 5**. For more, click on [Disconnected Youth](#).

Tax Code Reform

Senate Finance Chairman **Max Baucus** (MT) is working behind the scenes to build support for his centrist vision to reform the tax code, but a specific plan is not likely until after the November

elections and Republican support will be difficult to secure. Senator Baucus laid out the broad framework for his plan on Monday in a speech to the Bipartisan Policy Center. *"I'm making progress on a detailed tax reform proposal that will attract bipartisan support,"* he said. *"As we address the deficit, we must look two steps ahead to the next great challenge on the horizon – tax reform."* His plan will focus on promoting four key goals: jobs from broad-based growth, competitiveness, innovation, and opportunity. He said that comprehensive tax reform is also an opportunity to cement America's lead in the 21st century global economy. For more, click on [Max Baucus on Tax Reform](#).

Framework to End Youth Homelessness

On Tuesday, the Interagency Council on Homelessness (USICH) hosted and webcasted a meeting featuring Health and Human Services Secretary **Kathleen Sebelius**, along with Education Secretary **Arne Duncan** and HUD Secretary **Shaun Donovan**. They focused on how to advance the goal of ending youth homelessness by 2020. Since last September, youth homelessness policy experts at many of the agencies on the Council have come together to gather what is known about youth homelessness, its prevalence, and solutions. During the meeting, **Bryan Samuels**, the Commissioner of the Administration of Children, Youth, and Families at HHS presented to the Council a framework to advance the goal of ending youth homelessness. According to Mr. Samuels, the government should pursue a research-informed intervention model. With no strong or recent estimate of youth homelessness, the main premise of the framework is that we need better data to have a better plan. One component of this would be to promote better coordination between federal adult and youth programs, to obtain ongoing and accurate data from all segments of the homeless population. The Council adopted the proposed framework at the end of the meeting. For more, click on [Ending Youth Homelessness](#).

Multifamily Housing Insurance Programs

Last week, the House Financial Service's Subcommittee on Housing, Insurance, and Community Opportunity, chaired by **Judy Biggert** (IL), held a hearing entitled *Oversight of Federal Housing Administration's Multifamily Insurance Programs*. The purpose was to take a closer look into the effectiveness of the programs, especially since FHA's annual insurance commitments have nearly quadrupled since the housing crisis began. It examined reasons for the increased volume of FHA multifamily programs and the solvency of the programs. Witnesses included **Marie Head**, Deputy Assistant Secretary of the Office of Multifamily Housing Programs within the FHA, along with several leaders from non-profit and private-sector groups. In her testimony, Ms. Head describes the important role that FHA's Multifamily Insurance Programs played during the worst parts of the recession: *"FHA's ability to quickly scale up allowed it to play a countercyclical role that helped keep private investment flowing when conventional financing resources had otherwise retreated from the market."* For more, click on [FHA Multifamily Insurance Hearing](#).

Please contact Len Simon, Brandon Key, Jennifer Covino, or Stephanie Carter McIntosh with any questions.



TO: Art Dao
Alameda County Transportation Commission

FROM: CJ Lake

DATE: June 15, 2012

RE: Legislative Update

Surface Transportation Authorization

The current surface transportation extension expires on June 30. Staff level meetings have continued this week even as the House is in recess. However, the conferees seems to be at an impasse on two major environmental issues: Transportation Enhancements and Streamlining.

- Transportation Enhancements – According to Committee and Conferee staff, the House has proposed an opt-out option for states for enhancements. Transportation Enhancements has been a major and contentious issue throughout the drafting of MAP-21. The Senate bill would allow states to spend on a wider array of projects, but the House wants to let states opt out all together and reallocate funds to highway maintenance and expansion.
- Environmental Streamlining – The House-passed extension sent to conference committee would limit the environmental review process for transportation infrastructure projects to 270 days, after which projects would be approved by default. It would also expand categorical exclusions from reviews and would waive NEPA requirements for projects under \$10 million or with less than 15% funding from the federal government. The Senate would also expand categorical exclusions from environmental reviews but not as broadly as the House bill. It would require federal agencies to meet deadlines for completing environmental reviews or face fines.

In addition to the two provisions mentioned above, larger issues including the Keystone XL pipeline and management of coal ash, a bi-product from coal-fired power plants have yet to be addressed. Under the House bill, permitting authority over the oil pipeline would be transferred from the State Department to the Federal Energy Regulatory Commission, which would have 30 days to issue the permit or have it approved automatically. The coal ash management provision in the House bill would prevent the Environmental Protection Agency from regulating coal ash as a hazardous waste and would delegate primary regulatory authority of the material to the states.

FY13 Appropriations

The House THUD Subcommittee marked up its FY13 bill on June 7. The full committee is scheduled to take up the bill on June 19.

Transportation – The bill includes \$17.6 billion in discretionary appropriations for the Department of Transportation for FY13. This is \$69 million below last year’s level and \$2 billion below the President’s request.

- **Highways** – The bill provides \$39.1 billion from the Highway Trust Fund to be spent on the Federal Highway program – the same level provided last year and \$2.7 billion below the President’s request. The highway program still requires reauthorization, and the funding level provided in the bill may change upon the enactment of a highway authorization bill for the next fiscal year. The Committee is prepared to support a differing Highway Trust Fund spending level, should a new, multi-year authorization bill be enacted. The bill does not contain a rescission of highway contract authority from the states.
- **Rail** – The Federal Railroad Administration is funded at \$2 billion, which is \$384 million above last year’s level and \$716 million below the President’s request. Of this amount, \$1.8 billion is targeted to Amtrak, primarily for capital improvements to the nation’s rail lines. Within the funds for Amtrak, the bill includes \$500 million in grant funding to build and maintain rail bridges and tunnels in local communities, and rescinds funding for high-speed rail service.

The bill also includes policy reforms for Amtrak that have been enacted in previous years, such as requiring overtime limits on Amtrak employees to reduce unnecessary costs, and prohibiting federal funding for routes where Amtrak offers a discount of 50% or more off normal, peak fares.

- **Transit** – The bill contains a total of \$2 billion for the Federal Transit Administration (FTA), which is \$181 million below last year’s level and \$546 million below the President’s request. The legislation also allows \$8.4 billion in state and local transit grant funding from the Mass Transit Account (of the Highway Trust Fund) for fiscal year 2013, subject to reauthorization, the same as last year’s level. Like the highway program, the transit program still requires reauthorization to operate beyond September 2012, and the Committee is prepared to support a differing spending level, should a new, multi-year authorization bill be enacted.

The legislation provides a total of \$1.8 billion for Capital Investment Grants (“New Starts”) for transit projects. This includes full funding for state and local “Small Starts,” and funding for all current “Full Funding Grant Agreement” projects.

Housing and Urban Development (HUD) – The legislation includes a total of \$33.6 billion for the Department of Housing and Urban Development, a decrease of \$3.8 billion below last year’s level. The bill does not contain funding for any “sustainable,” “livable,” or “green” community development programs.



Memorandum

Date: June 14, 2012

To: Alameda County Transportation Commission

From: Planning, Policy, and Legislation Committee,
Programs and Projects Committee

Subject: **Policy, Planning and Programming Implementation Timeline**

Recommendation

This is an informational item to provide an implementation timeline for Policy, Planning and Programming activities in FY 2012/2013.

Summary

The next fiscal year will continue many activities conducted in the current year; however, a new approach will be implemented to more closely align the integration of policy development with the updated Countywide Transportation Plan (CWTP) and the 2012 Transportation Expenditure Plan (TEP) priorities, and the programming of funding that will support the projects and programs included in the CWTP and TEP. Further, the TEP, if approved by voters in November 2012, will allocate funding through strategic plans that fold into the Alameda CTC's Capital Improvement Program (CIP), which is updated every two years as part of the Congestion Management Program (CMP). This overview and implementation timeline for policy development, planning and programming is intended to share the extent and timeline of activities expected in FY 2012-2013 to further Alameda CTC's work in delivering effective and efficient transportation investments to the public. Attachment A includes the implementation timeline for these activities.

Background

Policy, planning and programming are integrally related as elements that ultimately guide the delivery of projects and programs throughout the County. Alameda CTC staff is coordinating the implementation of several different policies for development with planning and programming efforts.

Policies: In the coming year, several policies will be developed that will address administrative, planning and programming efforts. These include the following:

- **Funding:** Develop in coordination with multi-disciplinary staff a policy on funding that establishes a comprehensive program aimed at strategically integrating local, state and federal funding sources to support the funding needs of the county as identified in the

CWTP and TEP. This will include policies to focus the CIP development and implementation as part of the CMP.

- **Administrative Code:** Evaluate and bring recommendations for changes to the administrative code to reflect necessary changes to the agency that support current administrative and legislative needs (i.e. ACTAC structure must reflect transportation and land use integration).
- **Complete Streets:** Develop a process for preparation of a complete streets policy and implementation guidelines for Alameda CTC that meets the current Measure B contract requirements and proposed future programs, such as the One Bay Area Grant Program (OBAG) proposal. Establish a timeline for implementation in coordination with planning and programming to develop a policy statement and guidelines by December 2012. This effort will include technical information, resources, and technical expert presentations and will be done in a collaborative way to increase the overall technical expertise in the County for effective implementation of policies developed and adopted through this process.
- **Transit Oriented Development/Priority Development Area Transportation Investment Strategy:** Similar to complete streets above, establish a process for development of a TOD/PDA policy that can be integrated into the current MPFAs as well as to use for the new sales tax measure and OBAG proposal requirements. Issues that will need to be addressed include affordable housing and displacement and economic development/jobs.
- **Procurement Policy:** Develop in coordination with finance and contracts administration (as well as planning, projects and programming) an agency procurement process that addresses the contracting policies for local and small local businesses with local funds (Measure B and VRF), as well as the general contracting for all fund sources.
- **Legislative Program:** Each year, the Alameda CTC adopts a Legislative Program to provide direction for its legislative and policy activities for the year. The purpose of the Legislative Program is to establish funding, regulatory and administrative principles to guide Alameda CTC's legislative advocacy in the coming year. The program is designed to be broad and flexible to allow Alameda CTC the opportunity to pursue legislative and administrative opportunities that may arise during the year, and to respond to political processes in Sacramento and Washington, DC. The coming year anticipates closer working relationships with Alameda County jurisdictions during the development of the legislative program.

Planning: In the coming year, several planning studies will be undertaken as identified through the Countywide Transportation Plan and the Regional Transportation Plan, and requirements established by MTC for the OBAG proposal, anticipated to be adopted by MTC in May 2012. Several of these planning studies are directly linked to the policy development efforts identified above and include the following:

Ongoing Planning Activities to complete Major Plans

- Develop and adopt the Countywide Transportation Plan in tandem with Transportation Expenditure Plan (May 2012)
- Develop and adopt the Countywide Bicycle and Pedestrian Plans as part of CWTP (July/September 2012)
- Coordinate Alameda CTC plans with the development of the Regional Transportation Plan and Sustainable Communities Strategy
- Conduct and adopt the 2012 LOS Monitoring Study
- Produce the Annual Performance Report and Guaranteed Ride Home Annual Report

New Planning Activities in FY 2012-2013

- Develop a Comprehensive Countywide Transit Plan that tiers from the on-going regional Transit Sustainability Project
- Building on Guaranteed Ride Home Program, develop a Comprehensive TDM Program, including parking management
- Develop a Goods Movement Plan that tiers from the regional Good Movement Plan and the Alameda County Truck Parking Feasibility Study recommendations
- Conduct a multimodal Corridor Study to maximize mobility and management of regionally significant arterial corridors
- Develop Complete Streets guidelines with policy development noted above
- Develop a TOD /PDA Transportation Investment Strategy in conjunction with policy development noted above that includes a feasibility study to design a Community Design Transportation Program similar to VTA's to incentivize the integration of transportation and land use, short and long-term policies to promote infill development, and development of a CEQA mitigation toolkit and area/sub-region Community Risk Reduction Plans
- Develop a Countywide Community Based Transportation program that includes updating current CBTPs and incorporating new Communities of Concern
- Update the countywide travel demand model to incorporate a 2010 base year, 2010 census data and the SCS adopted land uses
- Conduct a feasibility study to explore implementing an impact analysis measure that supports alternative modes such as SFCTA's Automobile Trip Generated measure
- Begin 2013 Congestion Management Program update

Programming: In the coming year, Alameda CTC will continue work on programming efforts for the various fund sources managed by the agency. Programming efforts will be directly linked to the policy direction as noted above and per the priorities identified in the adopted planning documents. Programming at Alameda CTC includes the following fund sources:

- **Measure B Program Funds:** These include 60% of the sales tax dollars that are allocated to 20 separate organizations via direct pass-through funds or discretionary grant programs. In April 2012, the Alameda CTC entered into new Master Program Funding Agreements with all recipients, which require more focused reporting requirements for fund reserves. Agreements were executed Alameda-Contra Costa Transit District (AC Transit), Water Emergency Transportation Authority (WETA), Altamont Commuter

Express (ACE), the Livermore Amador Valley Transit Authority (LAVTA), and the Bay Area Rapid Transit District (BART); cities include Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City (same agreement as for Union City Transit); and Alameda County.

The funds allocated to jurisdictions through the Master Program Funding Agreements include the following:

- Bicycle and Pedestrian Safety Funds
 - Local Streets and Roads/Local Transportation
 - Mass Transit
 - Paratransit
 - Transit Center Development Funds
- **Measure B Capital Funds:** These include 40% of the sales tax dollars that are allocated to specific projects as described in the voter approved November 2000 Expenditure Plan, as amended. Each recipient has entered into a Master Projects Funding Agreement and Project-Specific Funding Agreements for each project element. Funds are allocated through the project strategic planning process which identifies project readiness and funding requirements on an annual basis. Project-specific funding allocations are made via specific recommendations approved by the Commission.
- **2012 Transportation Expenditure Plan:** Passage of the 2012 Expenditure Plan in November will bring significant new funding amounts that will be programmed through new methods. Programming all of the new Measure funds will be through the CIP process and will also include several new programs, such as a Student Transit Pass Program, Major Commute Corridors, Sustainable Transportation and Land Use Linkages, Freight and Economic Development, and Innovation and Technology. Many of the policy and planning activities described above will flow into the funding allocation methods for the new TEP.
- **Vehicle Registration Fee:** The Alameda County Vehicle Registration Fee (VRF) Program will be allocated in part through the Alameda CTC Master Program Funding Agreements as pass-through funds, and others through discretionary programs, as noted below:
 - Local streets and roads (60 percent, allocated through MPFA)
 - Transit (25 percent, allocated through discretionary program)
 - Local transportation technology (10 percent, allocated through discretionary program)
 - Bicycle and pedestrian projects (5 percent, allocated through discretionary program)

Surface Transportation Program. The Alameda CTC, as Alameda County's congestion management agency, is responsible for soliciting and prioritizing projects in Alameda County for a portion of the federal Surface Transportation Program (STP). In the coming years, MTC will

implement the OBAG program which will combine both STP and CMAQ funds also described below. MTC adopted the OBAG program in May 2012 which will guide over \$63 million of federal funds over a four year period in Alameda County.

Congestion Mitigation & Air Quality Program. The Alameda CTC is responsible for soliciting and prioritizing projects in Alameda County for a portion of the federal Congestion Mitigation & Air Quality Program (CMAQ). These funds are used on projects that will provide an air quality benefit. These funds have primarily been programmed to bicycle and pedestrian projects and Transportation for Livable Communities (TLC) projects. These funds will also be allocated through the adopted OBAG program. CMAQ will be part of the \$63 million in federal funds in Alameda County.

State Transportation Improvement Program. Under state law, the Alameda CTC works with project sponsors, including Caltrans, transit agencies and local jurisdictions to solicit and prioritize projects that will be programmed in the State Transportation Improvement Program (STIP). Of the STIP funds, 75 percent are programmed at the county level and earmarked as “County Share.” The remaining 25 percent are programmed at the state level and are part of the Interregional Transportation Improvement Program. Each STIP cycle, the California Transportation Commission adopts a Fund Estimate (FE) that serves as the basis for financially constraining STIP proposals from counties and regions. In the coming year, Alameda CTC will begin working on the 2014 STIP.

Transportation Fund for Clean Air Program (TFCA). State law permits the BAAQMD to collect a fee of \$4/vehicle/ year to reduce air pollution from motor vehicles. Of these funds, the District programs 60 percent; the remaining 40 percent are allocated annually to the designated overall program manager for each county—the Alameda CTC in Alameda County. Of the Alameda CTC’s portion, 70 percent are programmed to the cities and county and 30 percent are programmed to transit-related projects.

Lifeline Transportation Program (LTP). The Alameda CTC is responsible for soliciting and prioritizing projects in Alameda County for the LTP. The LTP provides funds for transportation projects that serve low income communities using a mixture of state and federal fund sources. The program is made up of multiple fund sources including: State Transit Account, Job Access Reverse Commute, Surface Transportation Funds and State Proposition 1B funds.

Implementation Timeline

The Alameda CTC Policy, Planning and Programming staff have developed specific timelines for implementation of all the policies, plans and programming efforts described above in FY 2012-13. These activities will be done in close coordination with ACTAC. Staff brought an overview of these activities to ACTAC and the Commission in May to receive feedback and have developed a timeline and share Alameda CTC’s implementation schedule at the ACTAC and Commission meetings in June as described below.

- May 2012: ACTAC, PPC, PPLC review and discussion of policy, planning and programming activities

- June 2012: Release of implementation timeline resulting from actions pursuant to adoption of the Alameda CTC budget and OBAG
- July 1 through June 30, 2013: Implementation of policy, planning and programming efforts

Fiscal Impact

There is no fiscal impact at this time.

Attachments

Attachment A: Policy, Planning and Programming Implementation Timeline

FY 2012/2013															
2012		June	July	August	September	October	November	December	January	February	March	April	May	June	Notes
Policies		Planned due date													
Agency Funding Policies (OBAG, CIP, discretionary grants, STIP)		12/6/12	Initiate internal policy discussions	Develop Policies	First draft policies to ACTAC and Board	Second draft policies to ACTAC and Board		Final Draft to Commission	Final Policy Adoption						
	Administrative Code	6/28/12	Adopt Amendment to Administrative Code												
Alameda CTC Procurement Policy and Local Contracting Program		12/6/12	Initiate internal development of policy	Develop Policies		First draft policies to ACTAC and Board	Second draft policies to ACTAC and Board		Final Policy Adoption	Implement new policy for annually renewed and all other contracting					
Legislative Program for 2013		12/6/12			Meet with legislative staff of cities, county, transit operators to discuss programs	Draft Legislative Program	Legislative Program to ACTAC and Commission	Adoption of 2013 Legislative Program	on-going legislative coordination, analyses and bill positions	Washington D.C Legislative Visit	on-going legislative coordination, analyses and bill positions	Sacramento Legislative visits	on-going legislative coordination, analyses and bill positions		
Complete Streets		1/31/13	Conduct workshop to begin policy development		Adoption of Policy Template for OBAG and MPFA				All jurisdictions complete CS policy adoption by 1/31/13. Submit to MTC						
Alameda CTC TOD/PDA Policies, including OBAG		4/25/13	Coordination with MTC and CMAs on OBAG PDA requirements	Internal policy development for Alameda CTC TOD/PDA policies. Will be influenced by coordination efforts with other agencies as noted below			Develop Policy	First draft policy to ACTAC and Commission	Second Draft Policy	Final Draft Policy	Adoption of TOD/PDA policies				
Planning															
MTC OBAG PDA Growth and Investment Strategy		5/1/13	Initiate Ad Hoc committee to address OBAG	Continue inventory of PDAs, coordination with local agencies, other CMAs, MTC and ABAG (more detailed definitions, schedules and deliverables are anticipated from MTC and ABAG during this period)									Completion of PDA Growth and Investment Strategy and submission to		
Adopt Countywide Bicycle and Pedestrian as part of CWTP		9/27/12		Draft Plans to ACTAC and Commission	Adopt Final Plans										
Coordinate Alameda CTC Plans with RTP/SCS		4/24/13	On-going through April 2013 adoption of RTP/SCS by MTC and ABAG												
Adopt LOS Monitoring Study		10/31/12				Adopt LOS Study Report									
Annual Performance Report		6/30/13		Presentation of 2011 Report				Develop 2012 Report						Presentation of 2012 Report	
Guaranteed Ride Home Report		5/23/13	Adopt 2011 Report	Implement GRH Program through remainder of fiscal year					Begin surveys on service and on-going operations	Develop 2012 report and on-going operations	Adoption of Final 2012 Report	On-going operations			
Comprehensive Strategic Plans Development: Needs identification, priorities, costs and performance metrics for each plan below:		Varies	Initiate scoping process	Develop scopes and schedules for each study that can be used in Request(s) for Proposals and/or grants						Consultant selection process	On-going plans development			Plans will be developed and completed prior to the next update of the CWTP so that the CWTP needs, priorities, costs, metrics can be used in next update.	
Countywide Transit Plan															
Transportation Demand Management Plan															
Arterial Corridor Inventory and Assessment															
Countywide Community Based Transportation Plans															
Countywide Travel Demand Model update and final completion of Countywide Transportation Plan		8/31/13			Initiate scope of work		Release RFP		Consultant selection process		Initiate based on final RTP/SCS	update model and finalize CWTP		On-going model work	
Congestion Management Program Update		12/1/13					Begin update to CMP		CMP Update					CMP anticipated to be adopted in December 2013	
Programming															
One Bay Area Grant Program: Surface Transportation Program and Congestion Mitigation and Air Quality Funds		6/30/13	Initiate internal development of program for Alameda County	Develop Alameda OBAG guidelines, outreach process and project and program selection methodology in coordination with local stakeholders	Draft Alameda CTC OBAG Program to Commission	Finalize OBAG Program based upon Commission feedback	Adoption of Alameda CTC OBAG Program and Outreach	Outreach	First draft OBAG Programming Recommendation to ACTAC and Commission	Second Draft OBAG Programming Recommendation to ACTAC and Commission	Adoption of Final OBAG Allocations and submission to MTC				
Measure B Discretionary Grant Programs		1/24/13	Consider incorporation of these programs into the OBAG Program				Final determination of Measure B programming methodology	Implementation							
Bicycle and Pedestrian Express Bus Paratransit															
Transit Center Development															
VRF Discretionary Grant Programs		1/24/13	Consider incorporation of these programs into the OBAG Program				Final determination of VRF programming methodology	Implementation							
Bicycle and Pedestrian Transit Technology															
Transportation Fund for Clean Air		1/24/13	Consider incorporation of this program into the OBAG Program				Receive fund estimate	Implementation							
State Transportation Improvement Program		12/31/13											Begin policy and programming efforts for 2014 STIP		This work will be finalized by December 2013
2012 Transportation Expenditure Plan		11/6/12					TEP approved by voters					Initial Funds received	Begin allocation of Funds through CIP, discretionary programs , and as defined by funding policy and implementation guidelines		

* Schedule is high level and intended to provide an overview of policy, planning and programming activities and is subject to change

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Memorandum

DATE: June 19, 2012

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislative Committee

SUBJECT: **Approval of Guaranteed Ride Home (GRH) Program Annual Evaluation Report, Amendment No. 1 to the GRH Program Agreement with Nelson/Nygaard, and Issuance of a Request for Proposals and Negotiating and Executing a Professional Services Agreement**

Recommendation

It is recommended that the Commission approve the following actions related to the Guaranteed Ride Home Program (ACTC No. A7-015).

1. Approve the Annual Evaluation Report, which includes the following recommendations. (A copy of the Executive Summary is found in Attachment A, the complete report is available on the Alameda CTC website.)
 - For the current GRH Program, which has TFCA funding approved by the Board through November 2013, continue operations while addressing the Alameda CTC Board's concerns about administrative costs, employer or employee fees, monitoring use of the program, and increasing registration in South and Central County, (see Attachment B), and
 - Prior to submitting a TFCA application for funding for 2013-2015, investigate and recommend options for Alameda CTC's role in the GRH program. Recommendations may include continuing the program with cost efficiencies, establishing employer or employee fees and other funding options in conjunction with possible expansion into a comprehensive countywide TDM program consistent with recommendations of Countywide TDM Plan (expected to be complete 2014), or transfer the Alameda County GRH Program to a regional or multiple county program or eliminate the program and develop and implement a plan to phase it out.
2. Amend contract ACTC A7-015 with Nelson/Nygaard to allow use of \$40,000 of existing, approved TFCA funding for the Guaranteed Ride Home Program, approved by the Board May 26, 2011, and extend the contract date to fund continued operations of the GRH program through October 31, 2012;

3. Issue a Request for Proposals (RFP) with attached Scope of Work (Attachment C) for operations of the Guaranteed Ride Home program from November 2012 through November 2013 with approved TFCA funds; and
4. Authorize the Executive Director, or his designee, to negotiate and execute a professional services agreement in accordance with procurement procedures.

Summary

In May 2011 and February 2012, the Commission directed staff to investigate the following issues regarding the Guaranteed Ride Home Program: 1) administrative costs comprise a large portion of the program budget 2) employers or employees should pay a fee to use the Program, 3) demonstrate that the program is being used appropriately, and 4) continue to increase registration in South and Central County. Since then, staff has completed the 2011 Annual Evaluation Report, developed responses to the concerns raised, and recommends a phased approach for moving forward, which is discussed below.

The Executive Summary of the Annual Evaluation Report, Attachment A, shows that program registration is at an all time high with 250 employers and 4,784 employees while the number of emergency rides taken remains constant at 55 rides, or less than one percent of eligible rides. Commuters are agreeing to travel to work by an alternate mode with the assurance they can get a ride home in an emergency, yet the majority of those registered are not taking the emergency rides home, thus demonstrating the insurance nature of the program. Table 1 in Attachment A shows the estimated program savings for 2011, which demonstrates that the program's objectives are being met to reduce vehicle trips (405,000 reduced), miles travelled (11.7 million miles reduced) and greenhouse gas emissions (3,300 tons of carbon dioxide emission reductions). These objectives are consistent with requirements in the Congestion Management Plan, goals of the Countywide Transportation Plan, and state legislation, SB 375 and AB 32. While the program registration is up, it is also becoming more cost efficient. By taking measures such as adding on-line registration and encouraging use of rental cars at fixed costs for long-distance rides, the program's annual budget reduced 12% to \$125,000 from the 2009-2012 TFCA funding cycle to the current cycle beginning January 2012.

In response to the concerns of the Commission, the program budget reflects its goals to provide an incentive to encourage employees to change the way they travel to work. (See Attachment B for a detailed discussion.) As such, 85% of the program costs are used to serve the existing members, encourage and educate new members, and monitor the program use and effectiveness, including conducting annual surveys. The remaining 15% of the program budget is used for rides and direct costs. A critical analysis conducted to determine the effectiveness of charging employee or employer fees found that the costs collected would either be balanced or exceeded by the costs of administering the fees and would result in attrition in the number of registered employers and employees. Furthermore, other programs throughout the Bay Area and the U.S. that charge fees are part of a comprehensive Transportation Demand Management Program instead of a stand alone program, which incur combined cost efficiencies and is something the Commission will be asked to consider moving forward. Regarding the appropriate use of the program, continued monitoring of its usage by registered employees shows that only one percent

of eligible rides have been taken per year since its inception. Concerning increasing enrollment in South and Central County, targeted outreach in these areas resulted in increases in employer enrollment in the Central County by 33% and in South County by 16%.

The GRH Program is currently constrained by the following budget and schedule considerations: 1) the existing Transportation for Clean Air (TFCA) budget for the program was approved by the Board in May 2011 to operate the program through November 2013; 2) the Alameda CTC requires issuance of a Request for Proposals (RFP) five years after a consultant has been selected through a competitive bid process, which requires releasing an RFP in 2012; 3) the current consultant contract expires July 31, 2012, 4) the program, with its highest registration ever, needs a smooth transition to continue operations of the current program within the currently funded program, 5) the next TFCA funding cycle is 2013-2015. Due to these considerations, the following, phased approach is recommended:

- 1) Amend the existing contract with Nelson/Nygaard to extend the current contract date to October 31, 2012 and approve \$40,000 of approved TFCA funds to continue operating the program through that date, issue an RFP and authorize the Executive Director to negotiate into an agreement to select a consultant.
- 2) Within the current TFCA budget approved through November 2013, continue the GRH program with cost efficiencies (such as on line registration, improved website and use of social media), as recommended in the Executive Summary of the Annual Report, Attachment A, and the Draft Scope of Work, Attachment C.
- 3) Prior to submitting an application for the 2013-2015 TFCA budget, investigate and recommend one or more of the following options for Commission approval:
 - Include the GRH program as part of a countywide TDM program administered by Alameda CTC or another appropriate agency. The TDM Plan should include funding recommendations including a review of employer or employee fees for a comprehensive alternative commute incentives program. Implementation of recommendations would be initiated after the TDM Plan is complete (anticipated in 2014)
 - Consolidate the program into a regional program or combine with other counties, subject to interest and funding of regional or countywide agencies, or
 - Phase out the program with 250 businesses and 4,784 employees countywide and recommend other specific ways and funding to reduce vehicle miles traveled and greenhouse gas emission in Alameda County.

Background

The Alameda County Guaranteed Ride Home Program was initiated by Alameda CTC and funded by TFCA in 1998 as a TDM strategy to encourage Alameda County employees to take alternative modes of transportation to work. Alternative modes include traveling by carpool, vanpool, transit, walking or bicycling. By encouraging use of alternative modes, the GRH Program results in a reduction in the number of single occupancy vehicle trips taken. It is one of the TDM strategies that Alameda CTC is undertaking to meet the State requirements in the Congestion Management Program (CMP). It also contributes towards the Alameda CTC's efforts to reduce greenhouse gas emissions, as required by state legislation SB 375 and AB 32.

The 2011 Annual Evaluation Report, based on employee and employer surveys, shows that the 4,784 employees registered in the program reduced 3,300 drive alone one-way commute trips per week or 405,000 trips per year. The reduced vehicle trips resulted in a savings of 3,300 tons of carbon dioxide emissions in Alameda County in 2011.

The attached 14th annual evaluation of the program addresses recommendations made and issues raised by the Board in May 2011 including concerns about the large percentage of administrative cost, the feasibility of initiating an employer or employee fee, increasing registration throughout the county, with a focus on underserved areas such as South and Central County, and monitoring appropriate use of the program. It also evaluates the effectiveness of the program in meeting its vehicle reduction goals.

The GRH Program is funded by the TFCA. The current program is funded through November 2013. Alameda CTC policy requires that we provide a competitive bid every five years after a consultant is selected to manage a project or program. Nelson/Nygaard was selected as the consultant team to operate the program through an RFP in 2007. Therefore, in July 2012, we should issue a RFP for the program. TFCA funds available for the consultant team total \$155,000 from August 1, 2012 through November 2013.

2012 Program Recommendations

The status of recommendations for Program enhancements made by the Board for 2011 is found in the attached Executive Summary of the Annual Evaluation Report (Attachment A). Recommendations are summarized below and included in the Report and Scope of Work (Attachment C).

For current TFCA-funded GRH Program through November 2013

Continue operating and evaluating the program with administrative and outreach cost efficiencies, including:

- Initiate new program efficiencies, such as updating website to include links to alternative travel modes, establishing online ride vouchers, and use social media;
- Educate and encourage use of the GRH program throughout the County, regardless of employer size, with a focus on increasing registration in South and Central County; and
- Continue operating and supporting existing program registrants and monitoring effectiveness of program, including for its appropriate usage.

Prior to submitting an application for 2013-2015 TFCA funding

Submit recommendations for next steps for the GRH program, subject to approval by Board, which could include:

- Continue the GRH program with cost efficiencies (in Attachment C, Scope of Work, Item 1a) or
- Include the GRH program in a countywide Transportation Demand Management (TDM) program administered by Alameda CTC. The TDM Plan should include funding

recommendations including a review of employer or employee fees for a combined alternative commute incentives program. Implementation of recommendations would be initiated after the TDM Plan is complete (anticipated to be completed in 2014).

- Consolidate the program into a regional program or combine with other counties, subject to interest and funding of regional or countywide agencies, or
- Phase out the program with 250 businesses and 4,784 employees countywide and recommend other specific ways and funding to reduce vehicle miles traveled and greenhouse gas emissions in Alameda County.

ACTAC Comments

ACTAC approved the Annual Evaluation Report and Scope of Work as recommended to the Board. They also had the following comments and questions about the program.

ACTAC stated that they would like more employees throughout the county to know about the GRH program and how it works. They acknowledged that this would require more outreach, which should be balanced with keeping the program costs low. They recommended re-thinking new ways to promote the program. They asked to consider allowing all employees in a company registered in the GRH Program to be automatically enrolled in the program once the employer enrolls instead of enrolling each employee individually. For future TFCA-funded cycles, after the currently approved cycle ends November 2013, they stated that the GRH Program should be incorporated into a more comprehensive TDM strategy. They also recommended for the next TFCA funding cycle, before, and if, Alameda County considers joining another county program, that costs and benefits of doing so be analyzed carefully to ensure there are benefits.

Planning, Policy and Legislation Committee (PPLC) Comments

The PPLC requested information about how the employee fee was calculated. The program consultant responded that the estimated employee fee revenue was calculated based on the estimated revenue and potential costs of administering the fee collection program. Estimated revenues were based on either the total estimated number of new program enrollees or number of renewed vouchers on an annual basis. These figures were then multiplied by \$10 (an estimated fee per new participant, or new voucher) to determine the potential revenues of an employee fee. Costs were based on the estimated time needed to process payments and collect revenues multiplied by the standard staff time hourly rate. This is explained in further detail in Appendix B in the complete report, which is available on the Alameda CTC website.

The PPLC acknowledged the increase in enrollment in Central and South County and requested ways to further increase enrollment in these areas. A clarification was requested regarding the cost of taxi rides compared to car rentals. In 2011, the average taxi ride cost \$77.36. Rental cars are a fixed fee of \$55 per trip. Registered employees are required to take a rental car for trips greater than 50 miles that are non emergency trips. The combined average trip cost for taxis and car rentals was \$68.84. The PPLC asked staff to investigate negotiating with the car rental provider to reduce the rental car rates. Staff responded they would investigate this option. The Committee also asked what percentage of the rides were going to destinations outside Alameda

County. Sixty four percent of those taking rides from jobs in Alameda County travel to homes outside the County. The remaining 36% of employees who take rides both work and live in Alameda County. Committee members discussed that the program is worthwhile based on the program's annual cost of \$125, resulting in 405,000 less vehicle trips on Alameda County's roads in 2012. Other program members said they are concerned that employees should pay for the value of the program.

Fiscal Impact

Approval of the recommended actions will result in the encumbrance and subsequent project expenditures of TFCA funding of up to \$40,000 through October 31, 2012 and an additional \$115,000 through November 2013 eligible to be reimbursed.

Attachments

Attachment A: Executive Summary of the Annual Evaluation Report (Annual Report can be found at the Alameda CTC website)

Attachment B: Responses to Alameda CTC Board's Concerns About GRH Program

Attachment C: Draft Scope of Work

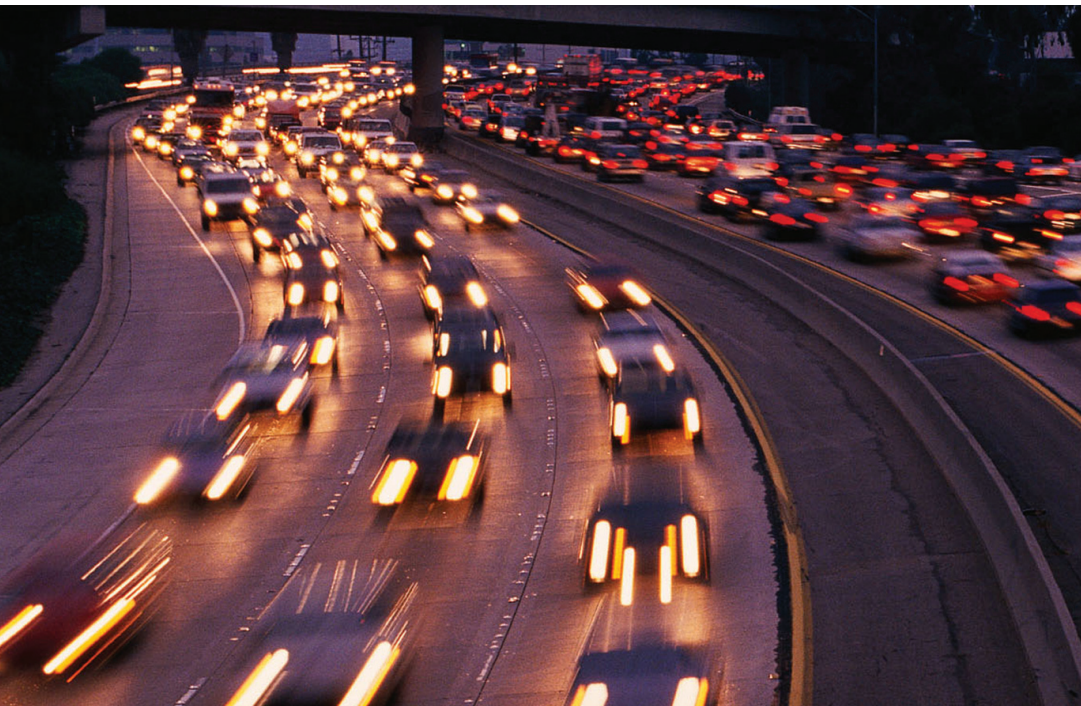
Attachment D: Highlights of 2011 Annual Program Evaluation



GUARANTEED RIDE HOME PROGRAM EVALUATION • 2011

DRAFT EXECUTIVE SUMMARY

MAY 2012



EXECUTIVE SUMMARY: PROGRAM UPDATE AND RECOMMENDATIONS

INTRODUCTION

This report presents the results of the 2011 Alameda County Transportation Commission (CTC) Guaranteed Ride Home (GRH) Program Evaluation. It provides an analysis of how well the program achieved its goals of reducing the number of trips Alameda County commuters took to work in 2011. It also includes a review of the program's operations and compares the results of the program in 2011 to previous years. The evaluation provides information about:

1. The program's success in increasing the use of alternative travel modes;
2. The effectiveness of the program's operations;
3. How the GRH program addressed the Alameda CTC Board concerns regarding: administrative costs, employer/employee contributions, and increased registration in south and central county;
4. Employer and employee participation in the GRH Program and rides taken in exchange for not driving solo to work; and
5. The status of Board recommendations made for the GRH program in 2011 and proposed recommendations for 2012.

PROGRAM DESCRIPTION

The Alameda County Guaranteed Ride Home gives commuters an "insurance policy" against being stranded at work if they need to make an unscheduled return trip home. By providing the assurance that commuters could get home in an emergency, GRH removes one of the greatest barriers to choosing an alternative to driving alone, addressing concerns such as, "What if I need to get home because my child is sick or I have unscheduled overtime and miss my carpool ride home?" As an employee, the availability of guaranteed rides home is a welcome incentive to provide a feasible way to avoid traffic and have transportation choices to get to work while not contributing to traffic.

The Alameda County GRH program has been in operation since April 9, 1998. Over the last 14 years, the program has matured from a demonstration program with a handful of participating employers to a robust program with 4,784 registered employees and 250 active registered employers throughout Alameda County. Since it began, the GRH program has removed over 180,000 road trips per year by offering an "insurance" program that provides rides for registered employees when they have emergency needs that can't be if they travel to work by an alternative

mode. In 2011, 4,784 registered employees in the GRH Program taking 405,000 less rides to work in their cars in Alameda County. Of those employees, 55, or less than one percent needed to take an emergency trip home through the GRH program. By enabling commuters to feel more comfortable choosing non-drive alone modes, GRH has an impact that goes far beyond the number of trips provided. The reduced number of solo car trips to work from those registered in the program in 2011 resulted in a savings of 11.7 million miles and a reduction of 3,300 tons of carbon dioxide emissions.

The Alameda County GRH program is administered by the Alameda County Transportation Commission (CTC), whose mission is to plan, fund, and deliver a broad spectrum of transportation projects and programs to enhance mobility throughout Alameda County.¹ The GRH program was developed to help reduce the number of single-occupant vehicles on the road and as a means of reducing traffic congestion and improving air quality. As such, the program operates in conjunction with other programs that encourage individuals to travel by a means other than driving alone, such as Alameda CTC's Bike to Work Day, AC Transit EasyPass program and MTC's 511 program. The Alameda County GRH program is also promoted in conjunction with Alameda CTC's *Ride, Stride, Arrive* initiative which seeks to encourage bicycling and walking in Alameda County,² the Safe Routes to School Program, and VSPI commute vanpools. The Alameda County GRH program is funded entirely through grants from the Bay Area Air Quality Management District's Transportation Fund for Clean Air.

GRH Cost Effectiveness

By removing a critical barrier to alternative mode use, Guaranteed Ride Home made it possible to remove 405,441 one way trips during 2011, based on the data provided by our annual program survey. Dividing the annual cost of the program (\$120,000) by the number of trips reduced, results in a total cost of \$0.30 per one-way trip reduced.

STATUS OF PROGRAM ISSUES RAISED BY ALAMEDA CTC COMMISSIONERS

In May 2011 and February 2012, the Alameda CTC Board raised the following primary concerns about the GRH program:

1. Why are the administrative costs such a high percentage of the total budget?
2. Should employers or employees contribute to the program?
3. Is the program being abused or overused by riders?
4. Can we increase registrations in South and Central Alameda County?

The following section addresses the questions and requests raised by the board.

1. Administrative Costs

The cost-breakdown of the GRH budget includes:

¹ The Alameda CTC is a newly-formed countywide transportation agency, resulting from a merger of the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA). The merger was completed in 2010.

² *Ride Stride Arrive* is funded by Measure B, Alameda County's half-cent transportation sales tax, administered by the Alameda County Transportation Commission.

- **20% - Outreach and Promotional efforts:** One of the main goals of the Alameda County GRH Program is to educate and encourage Alameda County employees to share a ride to work or use a more sustainable means of traveling than driving a vehicle alone. It is important to build awareness of the GRH program to encourage commuters to try a commute mode other than a single-occupant vehicle. To the extent possible, the program leverages these resources by relying on participating employers to promote the GRH program internally and by seeking co-marketing opportunities with local transit agencies and with organizations. The following is a list of outreach and promotional efforts performed in 2011:
 - Focused marketing efforts to businesses located along transit corridors in the County, such as International Boulevard, Telegraph Avenue and San Pablo Avenue
 - Worked with business parks throughout the county to promote the program to employers and employees
 - Worked with 511 Regional Rideshare, Enterprise and VSPI Vanpool programs, Chambers of Commerce, local transit agencies, etc. to help promote the GRH program through partnerships and marketing
 - Contacted current employer participants to further promote the program to non-participants and distributed brochures to employers
 - Performed outreach to current employers and employees to encourage the use of rental cars as a more convenient and cost effective alternative to taking a taxicab for longer trips
 - Attended employer commuter fairs to promote program to employees
 - Encouraged employers to promote the program using email blast announcements to employees not registered with the program
- **20% - Administration Costs:** General administrative tasks are required of any program. In the case of GRH, administration includes management of our participant database, distribution of trip vouchers and managing contracts with taxi operators and rental car facilities. Day-to-day administrative tasks performed by Nelson\Nygaard include:
 - Customer Service: Answering the GRH hotline and responding to messages and emails
 - Participant Enrollment: Entering new participants into the GRH database, sending all the necessary materials to participants, following up with participants who have provided incomplete information, enrolling new employers
 - Database Management: Tracking vouchers, updating employee and employer information as needed
 - Answering Marketing Requests: Respond to requests for additional marketing materials and attending onsite events
 - Managing taxicab and rental car contracts: Monitor taxi cab and car rental usage, review all receipts, invoices, and vouchers for taxicab and car rental services, review quality of service, and ensure payment of service
- **15% - Direct Costs:** Includes the cost of all rides taken (taxi and car rental), as well as travel to work sites for community events, printing, office supplies, postage and telephone costs.

- **15% - Maintenance of Website & Updates to Program Materials:** The GRH website is consistently updated to provide seamless service to GRH employers and employees. The database was updated to interface the online registration form with an online database, which made it easier to employers and employees to enroll in the program. It also reduced the amount of administrative time spent entering data. This year, the GRH website and program materials are being updated to include a new logo and look consistent with Alameda CTC's look and branding. The rebranding effort provided GRH staff an opportunity to develop new program materials that will require less paperwork to be sent to program participants. In turn, this will reduce costs and time spent distributing program materials.
- **10% - Annual Employee/Employer Survey:** Nelson\Nygaard administers the annual survey to all program participants, to measure program performance. The goal of the survey is to quantify the benefits of the GRH program such as number of single occupancy vehicles removed from the road, determine the commute profile of participants, including distance and number of days they would have traveled without the program, and to assess participant satisfaction with the service. The annual survey also offers the opportunity to update the database and update employer and employee information.
- **10% - Draft and Final Annual Evaluation Report:** The annual evaluation is a key element of the GRH program. A thorough evaluation identifies lessons learned over the year and includes recommendations for improving the program and expanding its reach. The evaluation report reviews all program aspects over the calendar year, presents employer and employee survey results, and quantify program benefits. The Annual Evaluation report is submitted to the Alameda CTC for approval and revised as needed.
- **10% - Monthly reporting to the Alameda CTC:** Monthly reports are sent to the Alameda CTC detailing program use in the month, updates to recommendations made in the previous calendar year, and any issues or problems encountered.

GRH Program Changes and Cost Efficiencies

Numerous program changes and efficiencies have been made in 2011, which have allowed the GRH program to grow and operate more efficiently. These changes, which are described in more detail throughout the report, include:

- **Online registration for employers and employees.** Online registration has reduced the amount of administrative time associated with running the GRH program and has made it easier for employers and employees to enroll in the program. In 2010, the database was updated to interface the online registration form with an online database. In 2011, nearly all new employers and employees completed their enrollment applications online. Once an employee or employer fills out the registration form online, it is automatically entered into the GRH database in real time — eliminating the need for GRH staff to re-enter the same information. This change not only saves staff time, but it also allows new registrants to be enrolled in the system more easily and efficiently. An automatic e-mail is sent to new applicants when they register that directs them to the liability waiver form. Time saved from data entry was spent on marketing and website updates to encourage more Alameda County employees to join the program and get out of their cars.
- **Employer log-in.** New database updates allow employer representatives to log-in and access a list of the employees from their company who are enrolled in the GRH program.

This allows the employer representative to update employee contact information and indicate which employees have left the company. It also provides valuable information to employers about the commute behavior of their employees. This new feature has allowed employer representatives to be more involved with employee enrollment at their company and has also helped save program administration time.

- ***Increased use and awareness of the car rental requirement.*** Rental car use accounted for 42% of all rides in 2011. Fifty-eight percent of survey employees stated that they were aware of the rental car requirement in 2011. This is an increase from 2009, when 41% of participants were aware of the requirement and 2010, when 51% were aware of this requirement. This increase shows that outreach efforts increased the level of awareness about the car rental requirement and saved the program money by encouraging longer trips to be made with a rental car instead of a taxi. Due to the rental program requirement and outreach about it, the program realized an estimated savings of approximately \$1,350 on ride costs in 2011.

The program changes and updates in 2010 and 2011 have allowed the GRH program to grow and operate more efficiently without increasing the overall program budget. The result is the lowest cost per eliminated auto trip in the program's history.

2. Employer/Employee Contributions

In response to the Alameda CTC Board's concerns about employers or employees contributing towards funding for the Guaranteed Ride Home Program, GRH staff developed a technical memorandum that investigated potential methods to introduce a participant fee for program users. This memo, shown in Appendix B, analyzed various methods of instituting a fee program and determined their estimated impacts on the program in terms of participation, revenues and costs. Based on the analysis, two methods were developed for collecting participant fees. The first would require new participants to pay an up-front fee upon enrolling in the program. The second would request a fee from participants each time a new voucher was requested (this would also include new enrollees as well as current enrollees that have taken a ride and need a new, replacement voucher). Based on the potential revenues from employee fees and estimated costs to administer the fee, it was found the amount of revenue that would be collected from participants would either balance or not fully cover the operational costs of collecting and accounting for those funds. When factoring in start-up costs, potential financial reporting costs and loss of program participants, both proposals would actually cost the program more than the estimated revenue that would be generated with the fees. In addition, based on three years of surveys, the changes would result in significant program attrition which would conflict with overall goals of reducing vehicle miles traveled (VMT). Therefore, GRH staff recommends against charging a fee for this program, particularly while grant funds are available to cover the cost of the program. Charging a fee should be reconsidered if the program becomes part of a larger TDM program following recommendations of the Countywide TDM Plan expected to be completed in 2014. This is consistent with other programs that charge throughout the U.S. that offer a suite of commute benefit programs.

Employer fees were not considered as an alternative to employee fees for several reasons: 1) employees are the main beneficiaries of the program, 2) employer surveys show a high rate of attrition should a fee be charged, 3) employers volunteer staff time to serve as liaison in promoting and administering the program at their employment, 4) the GRH is a stand-alone commute benefit program, unlike other programs with employer fees throughout the U.S., 5) employers are not required by state legislation or local ordinances, as in other programs with

employer fees, 6) the economic climate does not support employer fees with several large employers leaving the GRH program as they have left Alameda County or reduced staff.

3. Program use

A total of 4,784 employees and 250 employers located in Alameda County were registered in the GRH program in 2011. In exchange for registering in the GRH Program and agreeing not to drive alone to work one for more days per week, each registrants is eligible for up to six free emergency rides per year. Although each registered participant may take up to six rides in a one-year period, the rate that guaranteed rides are taken is very low. Most program participants (92%) do not ever take a guaranteed ride home. This demonstrates that participants see the GRH program as an “insurance policy” and do not abuse the program or take more rides per year than they need. For example, for the year 2011, a total of 28,704 potential rides could have been taken based on a total enrollment of 4,784 employees and a maximum of six rides allowed per employee per year. However, only 55 rides were actually taken in 2011, which is less than 1% (approximately 0.19%) of potential rides. This indicates that registrants do not abuse or overuse the program, and that the security of having those trips available provides a powerful tool in assuring participants that they will not be stranded at work, removing a barrier to non-drive alone commutes. The limitation of six rides per employee per year continues to be appropriate. Very few program participants have reached the limit since the program’s inception. In 2011, the highest number of trips taken by a single participant was two.

4. Targeted outreach efforts to Central County and South County

Targeted outreach efforts to Central County and South County in 2011 resulted in a 33% increase in enrolled employers in Central County and a 16% increase in South County. This reflects responsiveness to the Board’s direction to specifically focus on these areas to broaden the reach and use of the GRH Program. Although the GRH program has been consistently marketed throughout Alameda County, the majority of registered employers have been located in North and East County. To encourage increased participation in South and Central Alameda County, in 2011, the GRH program focused marketing efforts on employers in these areas. In 2011, the Program Administrator contacted the Chamber of Commerce of Newark, San Leandro, Union City, Hayward, and Fremont and city staff from Union City and San Leandro, as well as businesses along the LINKS shuttle route in San Leandro, and school districts in south and Central County.

Location	Number of Employers		% Change
	2010	2011	
North County	126	159	26%
East County	52	57	10%
South County	19	22	16%
Central County	9	12	33%
Total	206	250	21%

MAJOR FINDINGS OF THE EVALUATION

The program evaluation consisted of an examination of the program’s operations and outreach functions, statistics on employer and employee participation and use, data from the surveys of participating employees, and recommendations for program changes and enhancements. The following sections present the major findings from the evaluation.

Employers of all sizes located in Alameda County have been eligible to participate in the GRH program, since June 2009. Prior to that time, the GRH program required an employer to have at least 75 employees to register with the program. Opening the eligibility to all employees in Alameda County coincided with an increased number of employees making the commitment to travel to work by alternative modes. The combination resulted in the program's all time highest enrollment of 4,784 employees in 250 businesses in 2011. It has also resulted in a reduction of 405,496 one-way vehicle trips in 2011, or 3,899 vehicle roundtrips per week.³ During the same year, the number of rides that were taken in the program was a record low of 55. This represents less than one percent of eligible rides that employees could have taken. It also illustrates that the "insurance" nature of the program (See charts below).

Category	2011 Savings
Cost per Trip Reduced	\$0.30
Drive-alone roundtrips reduced per year	202,748
Drive-alone one-way trips reduced per year	405,496
GRH rides taken in 2011	55
Average commute distance of GRH users	30.2
Average miles saved per workday	47,100
Annual miles saved per work year	11,774,980
Tons of CO2 not released	3,300
Average U.S. vehicle fuel economy (MPG)	33.8
Average gallons of gas saved per workday	1,393.50
Annual gallons of gas saved per work year	348,372
Average gas price in 2011	\$3.83
Average dollars not spent on gas per workday	\$5,337
Annual dollars not spent on gas per work year	\$1,334,265

Fourteen years of employee and employer surveys of enrolled participants have shown that the availability of a "back-up" way to get home is often incentive enough to encourage employees not to drive alone. According to the 2011 survey results:

- 33% of participants stated that without the GRH program they would not use an alternative travel mode or would use one less frequently.
- 29% of participants stated that, with the program, they use alternative modes four or more times a week.
- 93% of respondents stated that the GRH program likely encourages participants to use alternative modes more often.
- 65% of respondents stated that the program was at least somewhat important in encouraging them to use alternative modes at least one more day per week.

In a program like GRH, increasing participation with decreasing rides taken is the goal of the program. This combination shows that while the program is effective at removing barriers to alternative mode use, the program is being used correctly as an "insurance program" and is not being used excessively. In fact, less than 1% of the potential rides available were taken by registrants in 2011.

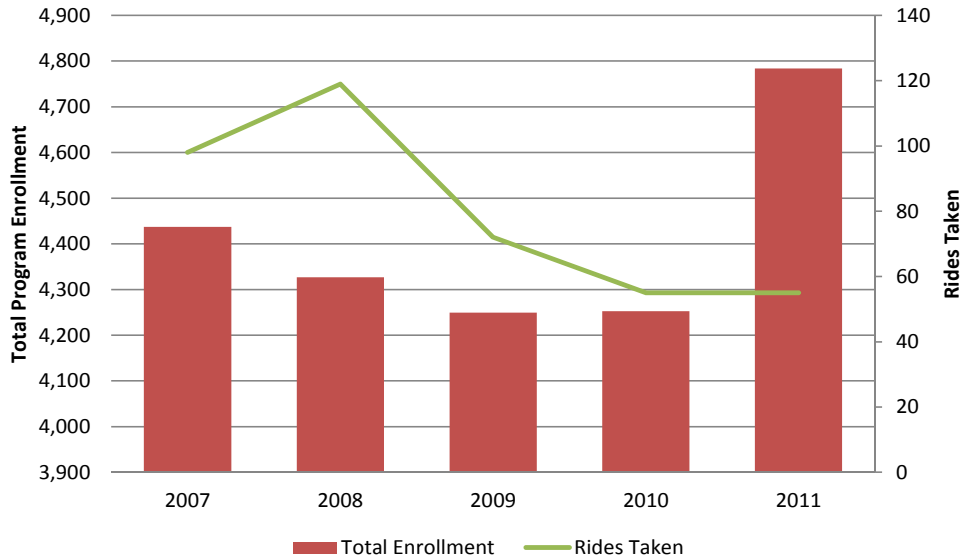
Based on the average reported commute distance by GRH participants and the number of registered participants, the GRH program eliminated approximately 11.7 million vehicle miles from roadways in 2011.⁴ It is estimated that the program saved participants approximately \$1.3

³ Based on 2011 survey results described in Chapter 4.

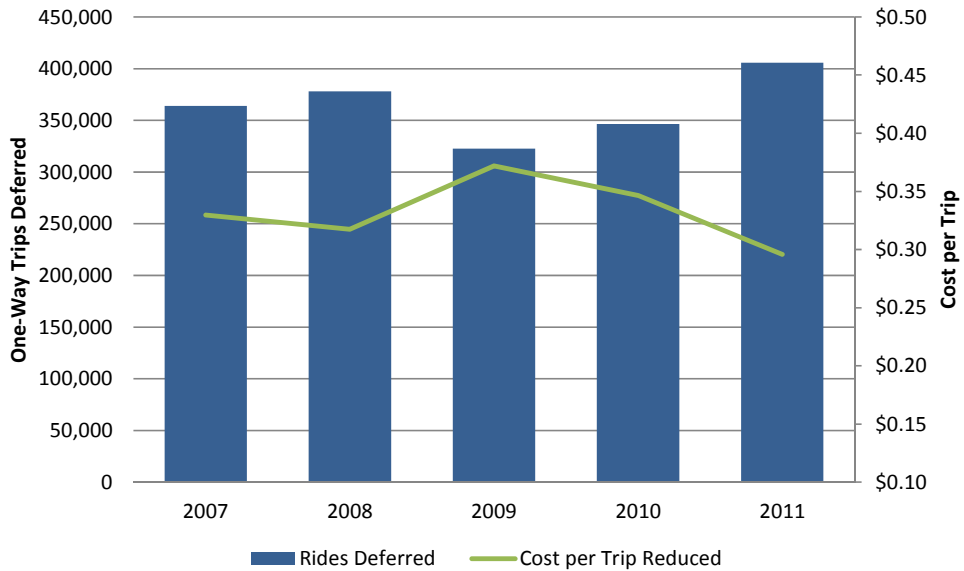
⁴ 3,899 drive alone roundtrips per week = 7,798 one-way trips per week = 1,560 one-way trips per weekday (based on 1,560 reported reduced weekday one-way trips by participants from the annual survey, 250 days in a work year, and the average reported commute distance of 30.2 miles).

million annually on fuel expenses in 2011, which is the equivalent of saving 348,372 gallons of gas or 3,300 tons of CO₂.⁵ These goals were accomplished at a cost of 30 cents per trip removed.

GRH Annual Enrollment and Rides Taken



Number of Trips Deferred and Cost per Trip Reduced



⁵ Based on the calculated number of annual miles reduced, the annual US vehicle fuel economy reported by the US Bureau of Transportation Statistics (33.8 MPG), and the average Bay Area fuel price per gallon reported by MTC in 2011 (\$3.83)

Employer and Employee Participation

The 2011 calendar year experienced a 78 % increase in the number of new employee registrants compared to 2010, when there were 736 employees enrolling in the program. Employee enrollment levels in 2009 and 2010 had experienced a decline due to larger companies downsizing or closing because of the recession. Current enrollment levels are similar to those seen in 2008, before the economic downturn. The total number of actively registered participants increased from 4,253 in 2010 to 4,784 in 2011. In addition, 49 new employers enrolled in the program in 2011, bringing the number of registered employers to 250. Of the 49 new employers, 33 were in companies with less than 75 employees. This represents the second largest peak in new enrollment in the program since it started. The second largest peak in new employer enrollment occurred in 2008 when 56 new employers enrolled, due to the informal partnerships the GRH program formed with the Downtown Berkeley Association (DBA) and the Emeryville Transportation Management Association (TMA), as well as record high gas prices. The next highest employer enrollment took place in 2011, reflecting increased marketing efforts and the availability of the GRH program to all employers in Alameda County for the third year. In addition, on-line registration has made it easier for employers and employees to enroll in the program.

- The total number of registered participants in the program increased 12% since the 2010 and the number of new employees who enrolled in the program increased by 78% compared to new enrollment in 2010. 2011 saw the largest growth in employee enrollment since before the economic downturn in 2008.
- From the program's inception in 1998 through 2011, only 1,571 rides have been taken in 14 years, or less than 1% of eligible rides.
- A total of 55 rides were taken during the 2011 calendar year, for an average of approximately five rides per month.
- Ninety-two percent of the employees enrolled have never taken one emergency ride. This demonstrates the "insurance" nature of the program and shows that participants do not abuse the program. Of the employees who have taken a trip since the program inception (1998), 80% have taken only one or two rides.
- The two most common reasons to take a guaranteed ride home in 2011 were "personal illness" (25% of rides) and "unscheduled overtime" (11% of trips). Other reasons people took rides were for family member illness, personal crisis, carpool or vanpool driver had to stay late or leave early, or carpool or vanpool broke down.
- Those who carpool or vanpool are more likely to use a guaranteed ride home trip than those who use other alternative commute modes. Sixty-one percent of guaranteed rides home were used by car- and vanpoolers.

Program Savings

- The average trip distance decreased by 6% in 2011 compared to 2010. The average trip distance for all trips in 2011 was 32.1 miles.
- The average taxi trip distance declined 27% to 20.1 miles and the average rental car trip distance increased 25% to approximately 65.9 miles.
- Since car rental trips are charged by flat fee, their increase in mileage helped contribute towards cost savings for the program. This trend demonstrates that most GRH

participants are using taxis for trips that are 20 miles or less and are using rental cars for trips greater than 20 miles.

- The average trip cost—for both cab and rental cars-- was \$68.84. Due to the high use of rental cars for long trips during this time, this trip cost is lower than the \$77.36 it would have been had all trips been taken by cab. For distances greater than 20 miles, rental cars are more cost effective for the program than taxicabs.
- The cost of a rental car trip is \$55.00. Savings from using rental cars totaled approximately \$1,337 in 2011. The 23 rental cars used in 2011 represent nearly half (42%) of all trips taken in 2011.

Employee Survey

The 2011 survey was distributed and completed by registered employees primarily online. Of the 4,784 employee registrants currently in the database, 918 surveys were completed, resulting in a 19% response rate. This represents a 5% increase in the response rate from 2010 (14%). Respondents represent 85 different employers throughout the county or 45% of all active employers that have one or more employees registered with the program.

New questions were added to the employee survey this year about the perceived value of the program and different ways to market it. The goal of these questions was to determine the level of interest in the program if employers are required to pay a fee to participate in the future. Another goal was to determine effective ways to market the program. The results of the survey are described below.

“GRH was critical to my decision to use the ACE train at my previous job, since it ran only two trains each day.”
Mizuho OSI Employee, Union City.

Use of Alternative Modes

The GRH program continues to be successful in encouraging the use of alternative modes. According to 2011 survey responses:

- When asked how important GRH was in their decision to stop driving alone, 65% of respondents who used to drive alone said that it was at least somewhat important.
- A very high number (93%) of respondents stated that they think that the GRH program encourages people to use alternative modes more often. If the GRH program were not available, 33% of respondents reported that they would no longer or less frequently use an alternative mode of transportation.
- After joining the GRH program, respondents using alternative modes four or five days per week increased by 29%. The number of respondents driving alone five days per week dropped from 24% to 7%.
- These survey findings were used to extrapolate

“Although I have yet to use this service, being a single mom, it’s nice to know I have that voucher should something happen at home. Thank you!” Valley Care Health Systems Employee, Livermore.

the impact of the program on the travel behavior of all participants. The program reduces an estimated 3,899 single-occupancy vehicle (SOV) trips per week or 202,748 roundtrips per year.⁶

- Commute distances of program enrollees are generally 50 miles or less (84%). Over half (54%) are between 10 and 39 miles.
- Most program participants travel to work during the peak commute hours of 7-9 AM in the morning (65%) and 4-6 PM in the evening (73%).

Customer Service Ratings

The annual evaluation survey includes two questions to evaluate the participant's level of satisfaction with the customer service provided in the program. Additional information on service satisfaction is collected in the survey that participants return after they have taken a ride.

- The administrative functions of the GRH program continued to receive very high ratings for the quality of customer service, which is consistent with previous years' evaluations.
- In 2011, more than two-thirds of respondents rated "clarity of information" as "excellent" or "good." Of those respondents who had called the GRH Hotline, "hotline assistance" received a combined "excellent" or "good" rating of 90%. These numbers are very similar to 2010 results.

"When I called for a question, the staff was respectful and very helpful."
Kaiser Permanente Employee,
Oakland.

Program Value

Employees were asked if they would be willing to pay a usage fee for every ride home taken (e.g., a fee equaling up to 25% of the total cost of the taxi or rental car).

- Forty-three percent of participants said they were not sure if they would continue participating in the GRH program if they had to pay a usage fee and 23% said they would no longer participate in the GRH program if they had to pay a usage fee. Thirty-four percent said they would be willing to pay a usage fee, which is a 1% decrease in willingness to pay compared to last year, when 35% said they would be willing to pay.

"GRH is an important and progressive program. GRH is valuable to me because of the assurance it provides that I have access to a car in an emergency. The only way to decrease vehicular traffic is to provide services that make the reasons for driving fewer and fewer, and GRH is doing vital work toward this end." Broadlane Employee, Oakland.

⁶Using the data gathered on the frequency of alternative mode use, an estimate can be generated for the total number of drive-alone trips replaced by alternative mode trips for those enrolled in the GRH program. Figure 4-8 in Chapter 4 shows the percentage of respondents for each frequency category before and after joining the program. The total number of people in each category is then extrapolated based on the total 2011 program enrollment of 4,784 people. The number of roundtrips per week is calculated using the frequency and number of people in each category. Based on this analysis, approximately 3,899 drive-alone roundtrips or 7,798 drive-alone one-way trips per week were replaced by alternative mode trips by those who joined the program. 7,798 drive-alone on-way trips per week X 52 weeks = 405,496 trips per year.

Employer Survey

In 2011, the program gained 49 new employers, representing a total of 736 employees, while losing only 4 employers. Participant losses were concentrated at employers that relocated outside of Alameda County. Dreyer's Grand Ice Cream relocated its Oakland office to Walnut Creek in 2011. Agilysys closed its Emeryville facility at the end of 2011 and all employees were either relocated outside of Alameda County or now work from home. Similarly, the Clorox Company closed its Oakland branch and all employees have been moved to its Pleasanton location. The Clorox Pleasanton branch is already enrolled in the GRH program and all new employees will be introduced to GRH at a Welcome Event in Pleasanton.

Of the 250 employers currently enrolled in the program, 56 surveys were completed, resulting in a 22% response rate. New questions were added to the employer survey this year about the perceived value of the program and different ways to market it. The goal of these questions was to determine the level of interest in the program if employers are required to pay a fee in the future. In addition, employers were asked how to more effectively market the program to employees.

Use of Alternative Modes

- The survey asked the employer representatives how important the program is in encouraging employees to use alternative commute modes more often. A large majority (84%) reported that they feel participation in the program at least somewhat encourages more alternative mode use.⁷
- Most employers reported that they provide some type of commuter benefits in addition to GRH. The most popular programs are bicycle parking and Commuter Checks.

"Since my one-way commute on public transit takes significantly longer than it would take to drive, GRH is a huge psychological boost that keeps me using public transit. I've never used it [the GRH Program], but I feel so much more secure knowing I can get home quickly in an emergency." Lawrence Livermore National Laboratory Employee, Livermore.

Program Management

- The survey asked respondents how long they have managed the program for their company. In 2011, 73% of respondents have been with GRH for one or more years, compared to 77% in 2010 and only 57% in 2008. Thirteen percent of employer representatives have managed the program for less than six months.
- All employer contact respondents stated that their GRH workload is either "manageable" or that they "could do more work if needed." No employer contacts stated that it was too much work.
- A large majority of employers (74%) inform their new employees about the GRH program and market the program as an employee benefit.
- One of the important features of the program is the instant enrollment voucher, which allows persons not registered in the program to enroll and immediately receive a guaranteed ride home in case of emergencies. Eighty-eight percent of employer representatives stated that they have never issued an instant enrollment voucher, a

⁷ Employers were asked whether they thought that the GRH Program encourages employees to use alternative commute modes more often. Employers did not take a poll or individual survey of their registered employees.

higher number than 2010, when 82% of respondents stated that they had not issued an instant enrollment voucher.

Customer Service Ratings

The survey includes two questions to evaluate the employer representatives' level of satisfaction with the customer service provided with the program in 2011.

- The administrative functions of the GRH program received very high ratings for the quality of customer service, which is consistent with the employee survey results. Eighty percent of respondents stated that the clarity of information is either "excellent" or "good." Of those who have used the GRH Hotline, all respondents stated that the service they received was "excellent" or "good."
- When asked how employers find answers to questions they may have, 71% indicated they use the GRH website (69% on their computer, 2% on their phone). Twenty-one percent said they call the GRH hotline.

Marketing and Outreach

- Employer representatives were asked how they market the GRH program to their employees and to provide their opinion on different strategies that would be effective in marketing the GRH program to new participants.
- Most employers indicated that they make periodic companywide announcements. Twenty-four percent of employers said they use e-mail blasts or include information in company newsletters, and 26% include information on the GRH program as part of their employee benefits orientation for new employees. Thirteen percent of employer representatives said they rely on word of mouth to market the GRH program to their employees.
- Thirty-seven percent of employers felt that internal marketing through the employer contact is the most effective marketing strategy. Nearly a third of respondents felt that a referral program (refer a friend, enter for a prize) can help market the GRH program to new participants. Twenty percent of respondents felt that transportation fairs and onsite outreach were the best forms of marketing, and 11% thought social media (Facebook, Twitter, LinkedIn, Google+) could be useful for informing employees about the GRH program.

"I send emails to all employees suggesting that they sign up." *The College Preparatory School Employer Representative, Oakland.*

Rental Car Awareness

Starting in 2007, the annual survey started asking employer representatives about their awareness of the rental car recommendation for rides over 20 miles and requirement for rides over 50 miles for non-emergency rides.

- The majority (81%) of employer representatives stated that they were aware of the requirement. In 2007, less than half of employer representatives knew about the rental car requirement; in 2008, 69% of employers knew about the requirement; in 2009, 72% of employers knew about the requirement; and last year, 79% of employer representatives knew about the rental car requirement. This shows that marketing outreach has increased awareness of the rental car requirement. As awareness of the rental car

requirement for long-distance non-emergency trips increased, so did rental car usage (see Program Savings).

Transportation Demand Management (TDM) and Usage Fee

Employer representatives were asked which (if any) TDM benefits they would be interested in offering their employees. A follow-up question asked how likely their organization would be to continue with the GRH program if there were a nominal fee each time an employee used the service. They were told that the service fee could be up to 25% of the total cost of the taxi or rental car ride.

- Employers were most interested in offering Commuter Checks and free or discounted transit passes to their employees. The results are similar to the 2010 evaluation.
- Sixty-one percent of respondents stated that their continued participation would be “very unlikely” or “unlikely” if the program charged a usage fee. Thirty-nine percent of employers thought that their participation would either be “very likely” or “likely.” This is a 4% increase in willingness to pay from last year, when only 35% stated that their participation would either be “very likely” or “likely.”

Program Value

The employer survey asked questions specifically addressing the perceived value of the GRH program compared to other transportation benefits offered at the participant’s workplace.

- Over half of respondents (55%) stated that they thought that their employees value the GRH program as much as or more than other transportation benefits offered by their employer.
- Twenty percent of respondents stated that their employer does not offer any other transportation benefits.

*“This is one of the best programs seen to encourage commuting on transit.”
Doric Group of Companies Employer Representative, Alameda.*

GUARANTEED RIDE HOME 2012 RECOMMENDATIONS

Through the Guaranteed Ride Home Program, the Alameda CTC has continued to be successful in changing Alameda County employees’ mode choice for work commutes from driving alone to using alternative transportation modes. Data from this year’s participant survey indicate that the program is continuing to reduce the number of drive-alone trips made within the county by eliminating one of the significant barriers to alternative mode use – namely, the fear of being unable to return home in the event of an emergency or unplanned overtime.

The 2012 Guaranteed Ride Home recommendations are based on an evaluation of the program issues raised by the Alameda CTC Board, and the following funding and schedule considerations:

- Current TFCA funding for the GRH Program has been approved by the Air District and Alameda CTC Board through November 2013;
- The next TFCA funding cycle is 2013 to 2015;
- Alameda CTC plans to prepare a Countywide Transportation Demand Management (TDM) Plan, which is expected to be complete with recommendations in 2014. The TDM

Plan will include recommendations for the Alameda CTC's role in the Guaranteed Ride Home Program, as well as other countywide TDM strategies that aim to reduce vehicle trips and greenhouse gas emissions, and comply with the Congestion Management Plan, AB32 and SB 375.

2012 GRH Program Recommendations:

For current TFCA-funded GRH Program through November 2013

1. Continue operating and evaluating the program with administrative and outreach cost efficiencies, including:
 - a. Initiate new program efficiencies, such as updating website to include links to alternative travel modes, establishing online ride vouchers, and use social media;
 - b. Educate and encourage use of the GRH program throughout the County, regardless of employer size, with a focus on increasing registration in South and Central county; and
 - c. Continue operating and supporting existing program registrants and monitoring effectiveness of program, including for its appropriate usage.

Prior to submitting an application for 2013-2015 TFCA funding

2. Submit recommendations for next steps for the GRH program, subject to approval by Board, which could include:
 - a. **Continue** the GRH program with cost efficiencies (see 1a) or
 - b. **Include** the GRH program in a countywide Transportation Demand Management (TDM) program administered by Alameda CTC. The TDM Plan should include funding recommendations including a review of employer or employee fees for a combined alternative commute incentives program. Implementation of recommendations would be initiated after the TDM Plan is complete (2014).
 - c. **Consolidate the program into a regional program or combine with other counties**, subject to interest and funding of regional or countywide agencies, or
 - d. **Phase out the program** with 250 businesses and 4,784 employees countywide and recommend other specific ways and funding to reduce vehicle miles traveled and greenhouse gas emissions in Alameda County.

More detailed recommendations for 2012 are discussed below.

Existing GRH Program with TFCA funding approved by Board through November 2013:

1a) Initiate new program efficiencies, such as updating website to include links to alternative travel modes, establishing online ride vouchers, and using social media.

New program efficiencies should be initiated in 2012/2013, including:

- Update website content and links for easy online use and access to other websites with alternative transportation modes, such as transit, carpool, and bicycle and pedestrian routes. To increase awareness and use of the GRH program, the website should provide easy access for employees in Alameda County to gather information about their commute options. The updated GRH website can contain a page with

links and information on multi-modal support including carpool, vanpool, bike, walk, and transit in Alameda County. This information can be used by employer representatives to promote commuting options for their employees. It can also be used for new employee orientations to help guide employees exploring a variety of commuting options. Providing this type of information will help ensure that the GRH program is understood in the context of overall commuting options rather than just a standalone commute alternatives program in Alameda County.

- *If feasible, set up a system for online vouchers for those registered in program.* Online vouchers can be helpful to reduce the amount of administrative time spent mailing packets to registered users. Currently, most information is mailed to users, including vouchers and follow-up surveys when a ride is taken. A great deal of administrative time can be reduced if these tasks become automated and available online.
- *Initiate a social media marketing campaign to promote the GRH program to employers and employees throughout Alameda County.* Social media tools, such as Facebook and Twitter, are commonly used by other programs and services in Alameda County, including Alameda County Safe Routes to School Program, Oakland Broadway Shuttle, BART, and Alameda Harbor Bay Ferry. In addition, many large and small employers use social media to announce community events, such as Transportation and Health Fairs. Social media tools would help marketing and co-marketing efforts become more effective, allowing GRH to promote events in Alameda County and stay in communication with major employers and other program partners. The social media campaign would be coordinated with Alameda CTC's initiation of social media.

1b) Focus new marketing on increasing awareness of the availability of the GRH Program to all employers in Alameda County, regardless of size; and continue to expand the program's reach to underserved areas, such as South and Central County. This includes using creative outreach and education strategies, such as co-marketing. (Complementary social media and website update recommendations are included in number 1a, above).

Targeted Outreach:

- *Encourage Small Businesses:* In February 2009, the employer size requirement was eliminated and the GRH program became available to any employer in the county, regardless of size. It is recommended to continue to increase program awareness among smaller businesses in Alameda County in order to further encourage mode shifts from driving alone to alternative forms of transportation. This can be accomplished through cost-effective measures such as working with partner agencies to further co-marketing efforts and using social media.
- *Encourage South and Central County Participation:* Educate and encourage use of the GRH program throughout the County with a focus on increasing registration in South and Central county. See Outreach Methods, below.

Cost Savings Message:

- *Educate enrollees about Car Rental Requirement:* Outreach should continue to inform new employers and employees about the car rental requirement for rides over 50 miles. This effort should include continuing to telephone and email participants who used the program for non-emergency rides and live over 50 miles from their

workplace to remind the participant of the program requirement, and attaching reminders to all vouchers about the requirement.

Outreach Methods:

- *Varied Outreach:* GRH staff should continue to work with Chambers of Commerce and create press releases to advertise the change in the program and continue to form partnerships with TMAs and business associations to more effectively market the program to all employers regardless of size. Additional outreach strategies can include: local newspapers, newsletters, magazines, radio ads, and community fairs.
- *Co-marketing* is based on developing partnerships with agencies whose missions are similar to GRH and who seek to encourage the use of sustainable transportation in Alameda County. Co-marketing efforts not only expand the reach of GRH marketing efforts in a cost-effective manner, they help present GRH as a service that complements alternative modes of transportation. These efforts include continuing and expanding collaboration with partner agencies, such as the Alameda CTC Bicycle and Pedestrian Program, Alameda CTC Safe Routes to School Program, East Bay Bicycle Coalition, 511, VSPI commute vanpools, and AC Transit EasyPass Program, to expand the reach of GRH marketing efforts in a cost-effective manner. With GRH's recent rebranding, new marketing materials can be developed for use at marketing events.

1c) Continue to manage the existing program, provide customer support and services, and monitor and report program use and effectiveness.

- *Ensure ongoing efficient operations* with excellent service for registered employers and employees. This includes maintaining the database, monitoring the requirement for employees to use rental cars for non-emergency rides greater than 50 miles, monitoring appropriate usage of rides, managing agreements and invoices with cab companies and car rental agencies, and maintaining the website, as needed.
- *Employee and employer surveys* should be completed as part of the annual program evaluation report. The surveys for the 2012 evaluation should be scheduled for late January/early February 2013.

Prior to submitting an application for 2013-2015 TFCA funding

2. Submit recommendations for next steps for the GRH program, subject to approval by Board, which could include one or more of the following:

- a) **Continue** the GRH program with cost efficiencies (see 1a, above)
- b) **Include the GRH program as part of a countywide Transportation Demand Management (TDM) program** administered by Alameda CTC, in coordination with implementing recommendations proposed the Alameda CTC's Countywide TDM Plan. Recommendations should include a review of employer or employee fees for a combined alternative commute incentives program. Implementation of recommendations would be initiated after the TDM Plan is complete (2014). The Final Draft Countywide Transportation Plan includes a recommendation for Alameda CTC to prepare a Countywide Transportation Demand Management (TDM) Plan. The TDM Plan will review several TDM strategies and recommend Alameda CTC's role in their implementation in compliance with the Congestion Management Plan, AB 32, SB375 and regional and local goals and policies to reduce vehicle miles traveled and greenhouse gas emissions. As part of this effort,

the GRH Program will be reviewed as a TDM program that encourages alternative travel modes during commutes. A recommendation will be made regarding the role of Alameda CTC GRH program as a possible part of a larger TDM commute strategy and possible funding alternatives that could be used, including the feasibility of initiating employer or employee fees.

c) Consolidate the program into a regional program or combine with other counties, subject to interest and funding of regional or countywide agencies,

- Staff should meet with MTC and regional Congestion Management Agencies implementing GRH programs and determine the feasibility, interest and fund sources to combine Alameda County's GRH program with one or more county programs or MTC's 511 program.

d) Phase out the program with 250 businesses and 4,784 employees countywide and recommend other specific ways and funding to reduce vehicle miles traveled and greenhouse gas emissions in Alameda County.

- Determine the procedures, cost and schedule of phasing out the Alameda County GRH program, including, and not limited to, contacting the 250 employers and approximately 4,700 employees registered in the program, determining a system to invalidate remaining ride vouchers, changing the website and materials.

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Responses to Alameda CTC's Boards Primary Concerns about the GRH Program

The four primary concerns raised by Alameda CTC Board about the current GRH Program are discussed below.

Administrative Costs

As a program designed to encourage employers and employees to reduce the number of vehicle trips they take, the majority of the program budget is used for three areas:

- encouraging new employers and employees to enroll,
- maintaining the current registered employees, and
- monitoring the use and effectiveness of the program.

These three areas comprise 85% of the program budget.

Direct costs of the programs, including rides and administrative costs, comprise 15% of the program budget. Since the rides are used as a backup insurance program, which 92% of the employees never take, they comprise a small portion of the program budget. Examples of tasks incurred to encourage new enrollment include contacting employers directly through TMAs and Chamber of Commerce, transportation and community fairs.

Examples of maintaining the current over 4,700 employees and 250 employers includes providing customer service, managing the database, invoicing and managing contracts with cab and car rental companies.

Monitoring includes conducting the annual evaluation survey for registered employers and employees, and monitoring appropriate usage of the program.

A breakdown of percentages of the program used for different tasks is included in the Annual Evaluation Report, which is available on the Alameda CTC website. The current program budget is \$125,000 per year and resulted in over 405,000 less vehicle trips taken per year (see details and calculations in the Annual Evaluation Report, Chapter 3, Employer and Employee Participation).

Due to program cost efficiencies, such as adding on line registration and increasing the use of car rentals for long trips, the currently funded program budget initiated in January 2012 showed a 12 percent annual budget reduction since the previous TFCA funding cycle.

Employer or Employee Fees

In response to the Alameda CTC's Board's concerns about charging employer or employee fees for a program that provides them benefits, an analysis was undertaken to review methods, revenue and costs of implementing an employer or employee fee program and is described below. (See the Annual Evaluation Report, Appendix B on the Alameda CTC website for a detailed discussion.)

Employee Fees: Employee fees were investigated that included methods to initiate them, estimated administrative and start up costs, and estimated attrition. Based on the potential revenues expected from employee fees and estimated costs to administer the fee, it was found the amount of revenue that would be collected from participants would either balance or not fully cover the operational costs of collecting and accounting for those funds. When factoring in potential financial reporting costs and loss of program participants (based on three years of results of employee surveys), as well as start-up costs for the first year of the program, it would actually cost the program more than the estimated revenue that would be generated with the fees. In addition, the program attrition expected to result from the fee would conflict with the overall goals of reducing vehicle miles traveled (VMT) and greenhouse gas emissions. Therefore, charging a fee for this program is not recommended at this time while the TFCA funds are continuing to cover the entire cost of the program.

Charging a fee should be reconsidered if the program becomes part of a larger Transportation Demand Management (TDM) program should such recommendations be made as part of the Countywide TDM Plan expected to be completed in 2014. A fee for a suite of TDM programs is consistent with other programs throughout the U.S., which charge an employer or employee fee.

Employer fees were not considered as an alternative to employee fees at this time because employees are the main beneficiaries of the program; employer representatives volunteer their time to serve as liaison and promote the program; employer surveys show a high rate of attrition should a fee be charged, the economic climate does not support employer fees, and Alameda CTC's GRH Program is a standalone commute Program.

In comparison, in the Bay Area, the two GRH programs that charge fees—San Francisco and San Mateo—are part of a larger TDM Program. Additionally, San Francisco has an ordinance requiring employers with more than 20 employees to offer incentives to using transit. San Francisco's Emergency Ride Home Program reimburses the full cost of all employee rides until the total amount of reimbursements for an employer reaches \$1,000. After that point, they reimburse half the cost of rides. San Francisco has 500 registered employers and 90,000 employees in the program, who took 30 rides in the most recent year. They have not yet had an employer reach \$1,000 worth of reimbursements, so no employers have been reimbursed. Alameda County has not experienced \$1,000 in ride fees from any employer. San Mateo, which offers the GRH program as part of a larger

TDM program charges 25 percent of trips costs, and all costs beyond the first 25 miles of a cab ride. Sixty large employers with 41,000 registered employees are enrolled in the program, and have taken an average of 200 rides per year.

Monitoring Appropriate Use of Rides

A total of 4,784 employees and 250 employers located in Alameda County were registered in the GRH program in 2011. In exchange for registering in the GRH Program and agreeing not to drive alone to work one for more days per week, each registrant is eligible for up to six free emergency rides per year, however, the rate that guaranteed rides are taken is very low. Most program participants (92%) do not ever take a guaranteed ride home. This demonstrates that participants see the GRH program as an “insurance policy” and do not abuse the program or take more rides per year than they need. For example, for the year 2011, a total of 28,704 potential rides could have been taken based on a total enrollment of 4,784 employees and a maximum of six rides allowed per employee per year. However, only 55 rides were actually taken in 2011, which is less than 1% (approximately 0.19%) of potential rides. This indicates that registrants do not abuse or overuse the program, and that the security of having those trips available provides a strong incentive in assuring participants that they will not be stranded at work, removing a barrier to non-drive alone commutes.

Increase Program Enrollment in South and Central County:

Targeted outreach efforts to Central County and South County in 2011 resulted in a 33% increase in enrolled employers in Central County and a 16% increase in South County. This reflects responsiveness to the Board’s direction to specifically focus on these areas to broaden the reach and use of the GRH Program, the majority of registered employers have been located in North and East County. To encourage increased participation in South and Central Alameda County, in 2011, the GRH program focused marketing efforts on employers in these areas, such as the Chamber of Commerce of Newark, San Leandro, Union City, Hayward, and Fremont, city staff from Union City and San Leandro, businesses along the LINKS shuttle route in San Leandro, and school districts in South and Central County.

Location	Number of Employers		% Change
	2010	2011	
North County	126	159	26%
East County	52	57	10%
South County	19	22	16%
Central County	9	12	33%
Total	206	250	21%

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Alameda County CMA Guaranteed Ride Home Program Scope of Work

The Alameda County Transportation Commission (CTC) Guaranteed Ride Home Program is sponsored by the Alameda CTC and funded with Transportation Funds for Clean Air (TFCA) from the Bay Area Air Quality Management District. The GRH program, which was initiated in Alameda County in April 1998, provides an incentive for Alameda County employees to travel to work by a mode other than driving alone. Alameda County employees who are registered in the program and traveling to work by an alternative mode are eligible for a “guaranteed ride home” in the event of an emergency or unscheduled overtime. The program provides employees the assurance that they can still safely get home in an emergency, even when they take a bus, train, ferry, bike or walk to work.

Based on annual employee and employer surveys, the program has successfully encouraged Alameda County employees to take an average of 180,000 less round-trip rides per year for 14 years. By encouraging commuters to take alternative modes of transportation, the GRH Program reduces traffic and greenhouse gas emissions, in keeping with state legislation and regional and countywide goals, and meets Alameda CTC’s goals of providing sustainable, multi-modal transportation.

The following is the proposed Work Scope. The program is currently funded through Transportation for Clean Air funds (TFCA) through November 2013. It may be extended after that time for up to five years with the selected consultant, in accordance with Alameda CTC policy, pending Alameda CTC approval and additional funding. Should the program be extended, the scope may be revised every year, subject to recommendations made by the Commission after reviewing the annual evaluation report (see Task 1b, below.)

Summary of Tasks

Task 1. Manage Current Program Funded through November 2013 with Cost Efficiencies

Maintain and expand registration and service in existing, funded program while ensuring cost efficiencies in its operation, monitoring appropriate program usage and efficiency, and providing outreach and marketing to all employers and employees throughout the County, with a concentration on underserved employer and areas, such as small businesses, and those in South and Central County.

Task 2. Recommend options for program for Commission approval for 2013 to 2015

Investigate and recommend options with steps and schedules for next steps of program, which may include one or more of the following: 1) continue the program with cost efficiencies, 2) expand into a countywide TDM program consistent with recommendations of Countywide TDM Plan (to be completed 2014), which includes an analysis of varied funding mechanisms including an employee or employer fee, 3)

transfer program to a regional or multi-county program or 4) eliminate program with a phase out plan.

Task 3. Subject to Funding and Commission Approval, Recommend and Implement Modifications to Program Annually to Improve its Efficiency While Increasing the Number of Enrollees

Based on results of the Annual Performance Evaluation and recommendations of the Commission, make and implement program recommendations to improve program efficiency and attract new employers and employees to register in the program with a goal of providing a TDM incentive or encouragement to reduce car ridership and vehicle emissions for employees in Alameda County.

Current Program Administration Funded through November 2013

Task 1. Manage existing program, provide customer support and services, and monitor and report program use and effectiveness.

Task 1 a) Manage program with Cost Efficiencies

Manage the program. As of 2011, the GRH Program has approximately 4,700 registered employees and 250 registered employees. Operations include providing information to current employees and employers, administering the employee hotline, and updating the database of registrants to reflect the registration status of employers and employees. It also includes enrolling new participants in the program. Additionally, manage and pay contracts with taxi companies and Enterprise Rent-a-car, submit reimbursement invoices to Alameda CTC.

Initiate new program efficiencies with cost savings, such as updating the website for ease of use and to provide links to optional travel modes for commuters and have a consistent look and feel as the Alameda CTC website, initiate on-line vouchers for registered employees, if feasible, to reduce administrative program time, and initiate a social media campaign in collaboration with Alameda CTC's social media efforts.

Continue cost efficiencies for the program through monitoring rental car use: Track and monitor use of rental cars, which save program costs for rides. This includes ongoing and monthly monitoring and reviewing all rental car receipts, invoices, and vouchers and payments to the rental car company. Rental car usage is tracked on a monthly basis and included in the monthly reports provided to the ACCMA. Monitoring efforts for this task are on-going. Continue to telephone and email participants who used the GRH program for non-emergency rides and live over 50 miles from their workplace to remind the participant of the program requirement, and attach reminders to all vouchers about the requirement. For those registered in the program, promote the rental car program countywide. Use of rental cars saves program funds by providing a fixed fee for long trips rather than a variable fee for using cabs. By further marketing and advocating the use of rental cars for non-emergency trips for participants living over 50 miles away from their worksite, the GRH program can continue to experience considerable savings.

Task 1b) Monitor and Evaluate Program

Report to Alameda CTC and GRH Program funder (TFCA): Submit monthly reports to the Alameda CTC providing updates on the program's progress. Completed annual evaluations detailing program usage and the results of the employee and employer surveys. In addition, provide information for the Transportation Fund for Clean Air (TFCA), or any future funding and monitoring process and assists Alameda CTC staff with all TFCA reports.

Draft and Final Evaluation Report: Write an annual evaluation report that presents the result of the Annual Program Evaluation and survey (Task 1d) and covers program operations during the previous calendar year, which will include a comparison with previous years. A draft report will be submitted to Alameda CTC staff for review by April. The report will be present to two Alameda CTC committees and the Board in May for approval. The approved report will be posted on the Alameda CTC website. The evaluation will provide information about:

- The program's success in causing an increase in the use of alternative modes;
- Statistics on employer and employee participation and rides taken;
- The effectiveness of the program's administration; and
- The status of Board recommendations made for the previous calendar year and proposed recommendations for the next calendar year.

Task 1c) Conduct Annual Survey and Evaluate GRH Program

Administer an annual survey to all program participants. The goal of the survey is to quantify the benefits of the GRH program such as the number of single occupancy vehicles removed from the road, learn the commute profile of the participants and assess participant satisfaction with the service. Include questions in the survey such as whether participants in the program would continue to commute by alternative modes without the GRH Program, whether and how much of a fee they would be willing to pay as a stand-alone or larger TDM Program, and what other commute options the employers offer. Prior to administering surveys, submit draft surveys to Alameda CTC staff for approval. Surveys should be conducted late January or February.

Task 1d) Program Outreach and Marketing

Conduct outreach about the GRH Program to encourage more employers and employees to enroll and take less automobile trips.

Focus new marketing on increasing awareness of availability to all employers in county, regardless of size, and on continuing to expand reach to underserved areas such as South and Central Alameda County

Task 1e) Initiate or expand new cost-efficient marketing and outreach efficiencies for the program, such as:

- **Initiate a social media marketing campaign:** To expand outreach and awareness of the GRH program to employers and employees throughout Alameda County, coordinate with Alameda CTC to use social media tools, such as Facebook and Twitter. The goal is to increase effectiveness of marketing and co-marketing efforts, allowing GRH to communicate to major employer and other program partners throughout the county about the GRH Program.
- **Continue and expand co-marketing,** to extend the reach of marketing through cost efficient measures, such as working with partner agencies to further co-marketing efforts. Continue and expand partnering with 511 and other commute alternative partners (VSPi Commute Vanpools, Enterprise, AC Transit, and LAVTA) to help get a foothold in businesses and to encourage participation. Co-marketing can use a variety of media with a shared message. This can include writing weblinks, press releases for newspaper and newsletter articles, providing information with others attending transportation fairs and other community events.
- **Conduct outreach to eligible employers** through Transportation Management Associations (TMA), business parks, and Chambers of Commerce, in Alameda County cities. Continue to increase program awareness among smaller businesses in Alameda County in order to further encourage mode shifts from driving alone to alternative forms of transportation.
- **Promote awareness and encourage GRH program enrollment through marketing strategies** such as local newspapers, newsletters, magazines, radio ads, and community fairs.

Task 2. Recommend next steps, schedule and budget for the GRH program.

The Alameda CTC GRH Program has been funded through TFCA funds since 1998. The current funding cycle ends November 2013. By December 2012, prepare an analysis for staff to make recommendations to the Commission about the feasibility and next steps of the following options:

- Continue the GRH program with cost efficiencies (see #1a, above), or
- Coordinate with update of the Countywide TDM Plan to plan, implement and recommend funding mechanisms to expand the GRH program into a countywide TDM program administered by Alameda CTC, including the feasibility and cost effectiveness of implementing employee or employer fees,
- Plan next steps to transfer program into a regional program or combine with other counties, if other agencies have interest and funding, or
- Develop an Implementation Plan to phase out the GRH program with 250 businesses and 4,784 employees throughout the county and an average of 180,000 round trips saved per year and recommend other specific ways and funding to reduce vehicle miles traveled and greenhouse gas emissions.

Highlights of Annual GRH Survey and Evaluation

The Draft Annual Evaluation Report presents the results of the 2011 evaluation. The Executive Summary is found in Attachment A and the complete report is available on the Alameda CTC website. The report includes the program's success in increasing the use of alternative travel modes; the effectiveness of the program's operations; employer and employee participation in the GRH Program, and rides taken in exchange for not driving solo to work. It also includes responses to the Board's primary concerns about the program raised in May 2011; results of Board recommendations made for the GRH program in 2011, and proposed recommendations for 2012.

Highlights from the 2011 program are presented below:

Commuter Trips Reduced

- In 2011, approximately 3,899 drive-alone roundtrips or 7,798 drive-alone one-way trips per week were replaced by alternative mode trips by those who joined the program. This is equivalent to a reduction of 405,496 total drive-alone, one-way trips per year.¹
- In the annual survey of GRH program registrants, 93% of respondents stated that the GRH program likely encourages participants to use alternative modes more often, and 65% of respondents stated that the program was at least somewhat important in encouraging them to use alternative modes at least one more day per week.

Environmental Benefits

- In 2011, the GRH program resulted in savings of 348,372 gallons of gas.
- The program saved 3,300 tons of carbon dioxide (CO₂) from being emitted into our air.

Increased Employee and Employer Enrollment in Program

- In 2011, the 4,784 employees registered in the GRH program represent the highest registration rate since the program started in 1998.
- 736 of the total number of registered employees registered in 2011. This is the highest number of new employees since 1999.
- 250 employers were registered in the GRH program as of 2011, the highest number of employers since the program kicked off in 1998.
- 49 of the 250 employers registered in 2011, the second highest number of new employers since the program inception.
- While the program grew, the number of trips employees took for emergencies remained at 55, the lowest ever taken for the second year in a row. This represents approximately one percent of all eligible rides employees can take (with each employee allowed to take up to six rides per year).
- Targeted outreach efforts to Central County and South County resulted in a 33% increase in enrolled employers in Central County and a 16% increase in South County.

¹ This is based on the program enrollment as of December 2011 and 52 weeks per year.

Program Savings and Efficiencies

- Reduced cost for rides: Since 2002, the GRH Program began using rental cars for long distance, non-emergency trips to save program costs. Instead of a per mile rate for cabs, resulting in an average taxi cost of \$77.36/trip in 2011, rental cars have a flat rate of \$55 per trip regardless of the number of miles traveled.
 - The use of rental cars for the GRH program saved approximately \$1,350 on ride costs in 2011. Since the rental car policy kicked off in 2002, \$10,733 has been saved on the cost of rides.
 - Use of rental cars has increased to 42% of all rides in 2011.
- Cost savings in online registration: On-line registration has reduced the amount of administrative time associated with running the GRH program and has made it easier for employers and employees to enroll in the program.
 - In 2011, nearly all new employers and employees completed their enrollment applications online.

Table 1 - Estimated Program Savings and Highlights in 2011

Category	2011 Savings
Program enrollment at end of program year	4,784
Drive-alone roundtrips reduced per week	3,899
Drive-alone one-way trips reduced per week	7,798
Drive-alone roundtrips reduced per weekday	780
Drive-alone one-way trips reduced per weekday	1,560
Total drive-alone roundtrips reduced per year (52 weeks)	202,748
Total drive-alone one-way trips reduced per year (52 weeks)	405,496 ²
GRH rides taken in 2011	55
Average commute distance of GRH participants in 2011	30.2
Average miles saved per workday	47,100

² 1 Number of trips reduced per year, = number of people enrolled in the program (4,784 in 2011) X an extrapolation of the frequency of alternative mode use of each employee per week (i.e., the percentage of people who would otherwise have driven alone to work 1, 2, 3, 4 or 5 days per week) X 52 weeks per year. Based on this analysis, approximately 3,899 drive-alone roundtrips or 7,798 drive-alone one-way trips per week were replaced by alternative mode trips by those who joined the Guaranteed Ride Home Program. For one way trips reduced per year, 7,798 drive-alone one-way trips per week X 52 weeks = 405,496 trips reduced per year. This is the calculation submitted to the Air District for the TFCA funds since they began fully funding the program in 1998.

Annual miles saved per work year (250 days)	11,774,980
Average U.S. vehicle fuel economy (MPG)	33.8
Average gallons of gas saved per workday	1,393.5
Annual gallons of gas not burned per work year (250 days)	348,372
Average gas price in 2011	\$3.83
Average dollars saved on gas per workday	\$5,337
Annual dollars saved on gas per work year (250 days)	\$1,334,265
Annual tons of carbon dioxide reduced from the air	3,300 ³

Program operations:

- While 4,784 Alameda County employees were registered in the program, 37 people took one ride and nine took two rides. No one in the program took more than two rides in 2011, whereas each registered employee is eligible to take up to six rides per year in case of an emergency or unscheduled overtime.

³ The Air District calculates approximately 19 gallons of carbon dioxide are reduced for every gallon of gas that is saved. 348,372 X 19 gallons or 3,300 tons of CO₂ saved per year.

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Memorandum

DATE: June 14, 2012

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Approval of the Fiscal Year 2012-2013 Proposed Consolidated Budget for the Alameda County Transportation Commission**

Recommendations

It is recommended that the Commission approve the attached Proposed Consolidated Budget for fiscal year 2012-13.

Summary

The Alameda County Transportation Commission's (Alameda CTC) FY2012-13 Proposed Consolidated Budget demonstrates a sustainable, balanced budget utilizing projected revenues and fund balance to fund total expenditures. A budget is considered balanced when (1) total revenues equal total expenditures, (2) total revenues are greater than total expenditures, or (3) total revenues plus fund balance are greater than total expenditures. The Alameda CTC budget should fit into this third category over the next few years, as the accumulation of Measure B funds are utilized to fund capital projects and other grant programs in Alameda County.

The proposed budget has been prepared based on the modified accrual basis of accounting, which coincides with the basis utilized to prepare our audited financial statements. It also has been segregated by fund type and includes adjustments and elimination of interagency revenues and expenditures on a consolidated basis. The fund types are comprised of General Funds, Special Revenue Funds, Exchange Fund, and Capital Project Funds.

The proposed budget contains projected revenues totaling \$174.5 million of which sales tax revenues comprise \$112.0 million, or 64 percent. In addition, the proposed budget also includes the projected FY2011-12 ending fund balance of \$155.4 million for total available resources of \$329.9 million. The projected revenues are offset by \$227.4 million in anticipated expenditures of which \$156.7 million, or 69 percent, are allocated for capital projects. These revenue and expenditure totals constitute a net reduction in fund balance of \$52.9 million and a projected consolidated ending fund balance of \$102.5 million. The reduction in fund balance is mostly due to the Alameda County Transportation Improvement Authority's (ACTIA) capital program and will be funded through accumulated Measure B sales tax revenues.

The proposed budget incorporates the effort required to address new MTC One Bay Area Grant (OBAG) requirements over the next fiscal year and includes revenues and expenditures necessary to provide the following vital programs and planning projects for Alameda County:

- County Wide Transportation Plan/Transportation Expenditure Plan
- County Wide Bicycle and Pedestrian Plan
- Congestion Management Program
- Transportation and Land Use Planning
- Travel Model Support
- Bike to Work Day Assessment
- Guaranteed Ride Home Program
- Life Line Transportation
- Safe Routes to School
- Bike Mobile Program
- Vehicle Registration Fee Programs
- Transportation For Clean Air Programs
- Pass Through Funding Programs

In addition to the planning projects and programs listed above, the proposed budget also contains revenues and expenditures necessary to fund and deliver significant capital projects that expand access and improve mobility in Alameda County consistent with the FY2012-13 Strategic Plan also being considered this month by the Commission. Some of the most significant projects included in the proposed budget are as follows:

- I-880 to Route 238 East-West Connector Project (formerly the Route 84 Historic Parkway Project) in Fremont and Union City
- Route 238 Mission-Foothill-Jackson Corridor Improvements Project in Hayward
- BART Warm Springs Extension Project
- BART Oakland Airport Connector Project
- I-680 Sunol Express Lane Project
- Route 84 Expressway Project in Livermore
- I-880 North Safety & Operational Improvements Project at 23rd & 29th Avenues in Oakland
- I-80 Integrated Corridor Mobility Project
- Isabel Avenue – Route 84/I-580 Interchange Project
- Altamont Commuter Express Rail
- I-580 Corridor Improvement Projects

The proposed budget allows for an additional inter-fund loan from the Alameda County Transportation Authority (ACTA) Capital Fund to the Alameda County Congestion Management Agency (ACCMA) General Fund of \$5 million, if and when necessary, during FY2012-13, which would bring the total authorized loan amount to \$15 million. The loan program was adopted by the Commission in March, 2011 to help cash flow the ACCMA Capital Projects Fund. It also assumes an inter-fund loan of \$46.7 million from the ACTA Capital Fund to the ACTIA Capital Fund, which will delay the need for external financing to second quarter of FY2013-14 based on the most recent cash flow projections.

Discussion/ Background

The proposed budget for FY2012-13 was developed with a focus on the mission and core functions of the Alameda CTC as defined in the Strategic Business Plan and enables the Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. The proposed budget helps meet these goals by assigning available resources in the budget in order to formulate strategies and solutions for transportation opportunities and needs identified in the planning process; assigning the funding necessary to evaluate, prioritize, and finance programs and projects; and programming funds in order to deliver quality programs and projects on schedule and within budget.

Major Line Item Detail

Sales Tax Revenues – Increase of \$2 million, or 2 percent, over the FY2011-12 Revised Budget of \$110.0 million to \$112.0 million based on recent economist's projections of moderate growth and a slow economic recovery.

Vehicle Registration Fee (VRF) Revenues – Remains unchanged from FY2011-12 at \$10.7 million. This amount is based on original projections when the VRF measure was placed on the ballot. Until one full year of collections has occurred this amount remains the best projection for the coming year.

Grant Revenues – Decrease of \$7.5 million, or 15 percent, from the FY2011-12 Revised Budget to \$42.3 million due to capital project needs and current phases. 18 percent of grant revenues come from local sources, 14 percent from regional sources, 52 percent from state sources and 16 percent from federal sources.

Salaries and Benefits – Slight decrease from FY2011-12 Revised Budget of \$4.4 million to \$4.2 million. The proposed budget for FY2012-13 provides funding for 26 Full Time Equivalent (FTE) positions in compliance with the approved salary and benefit structure.

County Wide Transportation Plan/Transportation Expenditure Plan – Increase of \$1.1 million, or 76 percent, over the FY2011-12 Revised Budget of \$1.4 million to \$2.5 million to provide for costs incurred by the Registrar of Voters to place the 2012 Transportation Expenditure Plan on the ballot in November, 2012.

Pass-Through Funding – Increase over the FY2011-12 Revised Budget to \$60.1 million due to an increase in the projection for sales tax revenues. Pass-through funding is based on a calculation of sales tax receipts as prescribed in the 2000 Transportation Expenditure Plan.

Capital Projects Expenditures – Decrease of \$93.9 million, or 37 percent, from the FY2011-12 Revised Budget of \$250.6 million to \$156.7 million due to the rolling capital project budget methodology adopted in FY2011-12.

Limitation Ratios

The ACTIA Salary and Benefits Limitation ratio of 0.81 percent and the Administrative Cost Limitation ratio of 3.41 percent were calculated based on the proposed budgeted expenditures and were found to be in compliance with the 1.00 percent and 4.5 percent limitation requirement, respectively.

The annual Administrative Cost Limitation ratio requirement is 4.5 percent. The calculation for FY2012-13 does not include costs related to placing the sales tax reauthorization on the ballot in

November, 2012. If the new measure passes, these funds will be reimbursed once the new measure begins to collect sales tax revenues. If the new measure does not pass, ACTIA will be able to cover the excess expenditure with savings from prior year Administrative Cost Limitation ratio calculations when the entire 4.5 percent administrative allowance was not absorbed by expenditures.

Fiscal Impacts

The fiscal impact of the FY2012-13 Proposed Consolidated Budget would be to provide resources of \$174.5 million and authorize expenditures of \$227.4 million with an overall decrease in fund balance of \$52.9 million for a projected ending fund balance of \$102.5 million.

Attachments

Attachment A:	Alameda CTC FY2012-13 Proposed Consolidated Budget
Attachment B:	ACCMA FY2012-13 Proposed Capital Projects Budget
Attachment C:	ACTIA FY2012-13 Proposed Capital Projects Budget
Attachment D:	ACTA FY2012-13 Proposed Capital Projects Budget
Attachment E:	ACTIA FY2012-13 Budget Limitations Calculations

**Alameda County Transportation Commission
Fiscal Year 2012-2013
Proposed Consolidated Budget**

Attachment A

	General Funds	Special Revenue Funds	Exchange Fund	Capital Project Funds	Inter-Agency Adjustments/ Eliminations	Total
Projected Beginning Fund Balance	\$ 17,389,068	\$ 12,606,679	\$ 4,721,968	\$ 120,649,308	\$ -	\$ 155,367,023
Revenues:						
Sales Tax Revenues	5,040,000	64,069,040	-	42,890,960	-	112,000,000
Investment Income	-	-	-	1,175,000	-	1,175,000
Member Agency Fees	1,394,819	-	-	-	-	1,394,819
TFCA Funds	110,000	1,847,855	-	125,000	(235,000)	1,847,855
VRF Funds	-	10,729,500	-	379,381	(379,381)	10,729,500
Exchange Program Funds	-	-	4,950,000	535,000	(535,000)	4,950,000
Rental Income	72,000	-	-	-	-	72,000
Measure B Interagency Funds	250,000	-	-	-	(250,000)	-
Grants						
MTC Planning T&LU Funds Rolled from FY2011-12	103,944	-	-	-	-	103,944
MTC Planning Funds	916,000	-	-	-	-	916,000
PPM Funds Rolled from FY2011-12	970,000	-	-	-	-	970,000
PPM Funds FY2012-13	752,913	-	-	-	-	752,913
ACTIA Measure B	2,101,241	-	-	18,921,819	(21,023,060)	-
ACTA Measure B	-	-	-	300,000	(300,000)	-
CMAQ Funding	1,404,472	-	-	250,000	-	1,654,472
Other Project Grants	200,000	45,000	-	37,670,174	-	37,915,174
Total Revenues	13,315,390	76,691,395	4,950,000	102,247,334	(22,722,441)	174,481,677
Expenditures:						
Administration						
Salaries and Benefits	2,768,643	675,447	51,346	1,625,520	(911,394)	4,209,563
Office Expenses and Supplies	56,875	20,000	-	8,125	-	85,000
General Administration	3,233,217	4,500	-	578,994	-	3,816,711
Initial Building Relocation Reserve	437,500	-	-	62,500	-	500,000
Initial Building Relocation Reserve Loan to CMA	250,000	-	-	-	(250,000)	-
Commission Meeting Per Diems	172,863	-	-	24,695	-	197,558
Project Management Services	-	-	-	1,759,257	-	1,759,257
Contingency	175,000	-	-	25,000	-	200,000
Planning						
Sales Tax Reauthorization Ballot Costs	2,000,000	-	-	-	-	2,000,000
County Wide Transportation Plan (CWTP)/Transportation Expenditure Plan	548,962	-	-	-	-	548,962
County Wide Bicycle and Pedestrian Plan	50,233	-	-	-	-	50,233
Congestion Management Program	918,460	-	-	-	-	918,460
Transportation and Land Use	625,000	-	-	-	-	625,000
Travel Model Support	295,000	-	-	-	-	295,000
Bike to Work Day Assessment	61,550	-	-	-	-	61,550
Programs						
Programs Management	759,850	988,016	-	-	-	1,747,866
Guaranteed Ride Home Program	110,000	-	-	-	(110,000)	-
Monitoring of Fed, State & Other Grants	2,000	-	-	-	-	2,000
STIP Monitoring	2,000	-	-	-	-	2,000
Life Line Transportation	241,000	-	-	-	-	241,000
Safe Routes to School	2,550,192	-	-	-	-	2,550,192
Bike Mobile Program	317,730	-	-	-	-	317,730
VRF Programming and Other Costs	-	6,228,108	-	-	-	6,228,108
Programming of Funds	-	3,925,079	2,629,800	-	-	6,554,879
Pass Through	-	60,092,844	-	-	-	60,092,844
Grant Awards	-	4,157,479	-	-	(2,101,241)	2,056,238
Capital Projects						
Capital Project Expenditures	-	-	-	152,592,366	(20,261,200)	132,331,166
Indirect Cost Recovery/Allocation						
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(911,394)	-	-	-	911,394	-
Total Expenditures	14,664,681	76,091,473	2,681,146	156,676,457	(22,722,441)	227,391,316
Net Change in Fund Balance	(1,349,291)	599,921	2,268,854	(54,429,123)	-	(52,909,639)
Projected Ending Fund Balance	\$ 16,039,777	\$ 13,206,600	\$ 6,990,822	\$ 66,220,185	\$ -	\$ 102,457,384

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Alameda County Congestion Management Agency
Fiscal Year 2012-2013
Proposal Capital Project Budget

Project	#	Estimated FY2011-12 Rollover to FY2012-13	Proposed FY2012-13 Capital Budget	Total FY2012-13 Capital Budget w/ Rollover	Total Local		Total Regional		Total State		Total Federal	
					Funding Sources	\$	Funding Sources	\$	Funding Sources	\$	Funding Sources	\$
I-580 Landscape	764.0	\$ 395,762	\$ 395,000	\$ 790,762	\$ 45,000	\$	-	\$	350,000	\$	-	-
I-680 HOT Lane	710.4 & 710.5	3,481,778	5,525,000	9,006,778	5,525,000		-		-		-	-
I-680 Northbound HOV / Express Lane	721.0	2,105,679	4,000,000	6,105,679	4,000,000		-		-		-	-
I-80 Gillman Interchange Improvements	765.0	476,624	1,379,880	1,856,504	300,000		-		-		1,079,880	-
I-580 PSR at 106th Eastbound Off-Ramp	735.0	155,397	-	155,397	-		-		-		-	-
Smart Corridors Operation and Maintenance	945.0	550,855	379,381	930,236	379,381		-		-		-	-
Smart Corridors Operation and Maintenance/Tri-Valley	945.1	11,182	-	11,182	-		-		-		-	-
Caldecott Tunnel	917.0	254,430	1,250,000	1,504,430	1,250,000		-		-		-	-
Center to Center	715.0	236,905	-	236,905	100,000		-	673,000	3,521,150		-	-
I-880 North Safety & Op Improv 23rd&29th	717.0	4,591,643	4,294,150	8,885,793	-		-		-		-	-
I-580 Eastbound HOV Lane	720.0	5,247,488	-	5,247,488	-		-		-		-	-
I-580 Environmental Mitigation	720.3	762,060	764,072	1,526,132	-		-	764,072	-		-	-
I-580 Eastbound Express (HOT) Lane	720.4	64,356	5,131,000	5,195,356	431,000		-	500,000	1,200,000		3,000,000	-
I-580 Eastbound Auxiliary (AUX) Lane	720.5	208,443	6,244,279	6,452,722	3,634,279		-	2,600,000	-		10,000	-
I-580 Right of Way Preservation	723.0	589,104	50,000	639,104	50,000		-	-	-		-	-
I-580 Westbound HOV Lane	724.0	2,135,311	2,687,968	4,823,279	1,362,968		-	1,100,000	-		225,000	-
I-580 Westbound HOT Lane	724.1	1,535,465	3,978,000	5,513,465	478,000		-	-	2,500,000		1,000,000	-
Altamont Commuter Express Operations	725.0	-	22,500	22,500	22,500		-	-	-		-	-
Altamont Commuter Express	725.1	342,034	6,709,706	7,051,740	6,001,819		-	-	707,887		-	-
I-880 Southbound HOV Lane	730.0	3,032,397	3,660,000	6,692,397	3,060,000		-	-	400,000		200,000	-
Webster Street Smart Corridor	740.2	1,566,038	681,000	2,247,038	-		-	125,000	250,000		306,000	-
I-680/880 Cross Connector PSR	770.0	356,000	-	356,000	-		-	-	-		-	-
I-80 Integrated Corridor Mobility	791.0-6	9,748,346	10,729,438	20,477,784	1,123,854		-	-	9,605,584		-	-
		<u>\$ 37,847,297</u>	<u>\$ 57,881,374</u>	<u>\$ 95,728,671</u>	<u>\$ 27,763,801</u>		<u>\$ 5,762,072</u>	<u>\$ 18,534,621</u>	<u>\$ 9,605,584</u>		<u>\$ 5,820,880</u>	

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Alameda County Transportation Improvement Authority
Fiscal Year 2012-2013
Proposed Capital Project Budget

Project	#	Estimated FY2011-12 Rollover to FY2012-13	Proposed FY2012-13 Capital Budget	Total FY2012-13 Capital Budget w/ Rollover
ACE Capital Improvements	601.0	\$ 313,653	\$ 6,137,347	\$ 6,451,000
BART Warm Springs Extension	602.0	9,015,429	21,984,571	31,000,000
BART Oakland Airport Connector	603.0	18,000,000	30,000,000	48,000,000
Downtown Oakland Streetscape	604.0	3,782,700	-	3,782,700
Telegraph Avenue Bus Rapid Transit	607.1	833,346	2,166,654	3,000,000
I-680 Express Lane	608.0	1,628,662	7,551,338	9,180,000
Iron Horse Trail	609.0	-	500,000	500,000
I-880/Broadway-Jackson Interchange	610.0	448,964	2,051,036	2,500,000
I-580/Castro Valley Interchanges Improvements	612.0	-	300,000	300,000
Lewelling/East Lewelling	613.0	-	1,651,000	1,651,000
I-580 Auxiliary Lanes - Westbound Fallon to Tassajara	614.1	-	702,000	702,000
I-580 Auxiliary Lanes - Westbound Airway to Fallon	614.2	390,109	786,000	1,176,109
Rte 92/Clawiter-Whitesell Interchange	615.0	2,189,503	1,560,497	3,750,000
Westgate Extension	618.1	3,612,634	(1,463,000)	2,149,634
E. 14th/Hesperian/150th Improvements	619.0	-	1,886,000	1,886,000
I-238 Widening	621.0	39,443	-	39,443
I-680/I-880 Cross Connector Study	622.0	442,517	-	442,517
Isabel - Route 84/I-580 Interchange	623.0	7,156,471	-	7,156,471
Route 84 Expressway	624.0	9,429,407	1,571,000	11,000,407
Dumbarton Corridor	625.0	330,000	3,090,764	3,420,764
I-580 Corridor/BART to Livermore	626.0	130,695	1,869,305	2,000,000
I-80 Integrated Corridor Mobility	627.2	146,909	595,000	741,909
I-880 Corridor Improvements in Oakland and San Leandro	627.3	123,854	500,000	623,854
CWTP/TEP Development	627.4	50,000	-	50,000
Studies at Congested Segments/Locations on CMP	627.5	-	800,000	800,000
		<u>\$ 58,064,296</u>	<u>\$ 84,239,512</u>	<u>\$ 142,303,808</u>

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**Alameda County Transportation Authority
Fiscal Year 2012-2013
Proposed Capital Project Budget**

Project	#	Estimated FY2011-12 Rollover to FY2012-13	Proposed FY2012-13 Capital Budget	Total FY2012-13 Capital Budget w/ Rollover
I-880 to Mission Blvd. Route 262 Interchange Reconstruction	501.0	\$ 600,000	\$ 44,000	\$ 644,000
I-880 to Mission Blvd. and East-West Connector	505.0	20,000,000	-	20,000,000
Route 238/Mission-Foothill-Jackson Corridor Improvement	506.0	1,373,000	11,627,000	13,000,000
I-580 Interchange Improvements Project in Castro Valley (for ACTIA 12/6/12.0)	507.0	-	300,000	300,000
Central Alameda County Freeway System Operational Analysis	508.0	975,000	-	975,000
Castro Valley Local Area Traffic Circulation Improvement	509.0	1,750,000	-	1,750,000
Project Closeout	500.0	74,000	126,000	200,000
		<u>\$ 24,772,000</u>	<u>\$ 12,097,000</u>	<u>\$ 36,869,000</u>

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**Alameda County Transportation Improvement Authority
Fiscal Year 2012-2013
Budget Limitations Calculations**

Net Sales Tax	\$ 112,000,000.00	A
Investments & Other Income	<u>531,000.00</u>	B
Funds Generated	\$ 112,531,000.00	C
Salaries & Benefits	\$ 905,384.01	D
Other Admin Costs*	<u>2,917,691.93</u>	E
Total Admin Costs	\$ 3,823,075.94	F

Gross Sal & Ben to Net Sales Tax 0.8084% = D/A

Gross Sal & Ben to Funds Generated 0.8046% = D/C

Total Admin Costs to Net Sales Tax 3.4135% = F/A

** Sales tax reauthorization ballot costs budgeted in the amount of \$2 million are not included in other administrative costs. They will be paid from prior year excess administrative costs limitation calculation balances.*

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Memorandum

DATE: June 18, 2012

TO: Alameda County Transportation Commission

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

SUBJECT: **Amendments to the Alameda County Transportation Commission
Administrative Code**

Recommendation

Staff recommends that the Commission adopt amendments to the Administrative Code to reflect clarifications in timing for elections of the Alameda CTC Chair and Vice-Chair, expansion of the Alameda County Technical Advisory Committee participants to reflect Senate Bill 375 and regional agency requirements, and clean up language to clarify adoption of transportation expenditure plans. The proposed changes have been reviewed and approved by the Finance and Administration Committee, although certain technical adjustments were made for purposes of efficiency and consistency after FAC review and approval.

Summary

The Alameda CTC was formed in July 2010 and the Administrative Code was adopted at that time to detail the duties and powers of Alameda CTC officers, the Executive Director and staff and the procedures of agency operations. The Administrative Code was amended in January 2012 to incorporate the eminent domain authority of the Commission. The Administrative Code is updated as needed to document and clarify Commission authority and procedures. The amendments included in this recommendation are to clarify procedures and to respond to state regulations and regional policies.

Background

The recommendations for amending the Administrative Code are to accomplish the following:

- Clarify when the Alameda CTC Commission takes action to elect its Chair and Vice-Chair.
 - *Rationale: The Alameda CTC and its predecessor agencies have typically elected the Chair and Vice-Chair in July with officers assuming their respective positions in September. Due to over one-third of the Alameda CTC current Commissioners running for election, the recommendation to codify the elections at the final Commission meeting of the year allows election results in November to clarify which members will be remaining*

on the Commission into the coming year and allow elections to proceed by knowing which elected officials will remain in office.

- Clarify that the Commission and Standing Committee annual meeting schedule is adopted by a motion of the Commission
 - *Rationale: A recommended amendment to the Administrative Code includes incorporating an organizational meeting for the Commission at which time they elect officers and adopt their annual schedule of meetings. The recommendation is that these actions take place at the final Commission meeting of each year. Thereafter, the Chair will appoint leadership positions to the Standing Committees as is currently described in the Administrative Code.*
- Clarify approvals for transportation expenditure plans
 - *Rationale: The recommendation is to specifically add that transportation expenditure plans are approved by a two-thirds vote of the Commission, and development and approval processes for transportation expenditure plans go through the Planning, Policy and Legislation Committee.*
- Expansion of the Alameda County Technical Advisory Committee (ACTAC)
 - *Rationale: Senate Bill 375 changed the requirements for how transportation and land use planning occur in the State of California, and in the Bay Area, the way in which funding allocations are made has also changed as a result of the law. The recently approved One Bay Area Grant Program, approved on May 17, 2012, by the Metropolitan Transportation Commission, fundamentally changed the way that federal funding is distributed to counties. The OBAG program includes requirements to address land use policies and to work with local planners and public works staff. The recommendation to change ACTAC is to include both planners and public works from each jurisdiction, as well as to include an Association of Bay Area Governments representative. The addition of planners on ACTAC will help to implement the planning requirements from state and regional requirements.*

Fiscal Impact

There is no fiscal impact at this time.

Attachments

Attachment A: Redline of all proposed Administrative Code changes
Attachment B: Clean copy of amended Administrative Code

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
ADMINISTRATIVE CODE**
(as amended on ~~16/26~~28/12)

TABLE OF CONTENTS

	Page
ARTICLE 1 GENERAL PROVISIONS	2
ARTICLE 2 CODE OF ETHICS.....	2
ARTICLE 3 DEFINITIONS.....	3
ARTICLE 4 POWERS, AUTHORITY AND DUTIES	7
ARTICLE 5 ADVISORY AND EXTERNAL COMMITTEES	14

ALAMEDA COUNTY TRANSPORTATION COMMISSION
ADMINISTRATIVE CODE
(as amended on ~~4/6/26~~28/12)

ARTICLE 1
GENERAL PROVISIONS

1.1 Title. This Code is enacted by the Alameda County Transportation Commission (“Alameda CTC” or “ACTC”) pursuant to the provisions of California Public Utilities Code Section 180105 and the Joint Powers Agreement dated for reference purposes as of March 25, 2010 (as it may subsequently be amended from time to time) which created the Alameda CTC (“JPA”). This Code may be referred to as the “Alameda County Transportation Commission Administrative Code.” This Code prescribes the powers and duties of officers of Alameda CTC, the method of appointment of employees of Alameda CTC, and the methods, procedures, and systems of operation and management of Alameda CTC.

1.2 Reference Includes Amendments. Reference to this Code or any portion thereof includes later amendments thereto. This Code may be amended by motion, resolution or other proper action of the Commission.

1.3 Severability. If any term or provision of this Code is ever determined to be invalid or unenforceable for any reason, such term or provision shall be severed from this Code without affecting the validity or enforceability of the remainder of this Code.

1.4 Interpretation. Section headings in this Code are for convenience of reference only and shall not affect the meaning or interpretation of any provision of this Code. As used herein: (a) the singular shall include the plural (and vice versa) and the masculine or neuter gender shall include the feminine gender (and vice versa) where the context so requires; (b) locative adverbs such as “herein,” “hereto,” and “hereunder” shall refer to this Code in its entirety and not to any specific Section or paragraph; (c) the terms “include,” “including,” and similar terms shall be construed as though followed immediately by the phrase “but not limited to;” and (d) “shall,” “will” and “must” are mandatory and “may” is permissive.

ARTICLE 2
CODE OF ETHICS

2.1 Ethics Statement. The foundation of any democratic institution or governmental agency relies upon the trust and confidence its citizens place in its elected officials, appointed managers or administrators, and staff. Honesty, integrity and professionalism must serve as the guiding principles for Alameda CTC in carrying out its deliberations and Alameda CTC’s business. The ethical operation of local government requires that decision-makers be impartial and accountable. Alameda CTC expects its representatives, including but not limited to Commission Members, employees, contractors, and advisory committee members to act in a manner that retains and inspires the trust and confidence of the people they serve.

2.2 Expectations. It is the general policy of Alameda CTC to promote the highest standards of personal and professional ethics by individuals charged with carrying out Alameda CTC's business. Alameda CTC expects all participants to:

2.2.1 Conduct public deliberations and Alameda CTC business in an atmosphere of mutual respect, consideration, cooperation and civility.

2.2.2 Conduct public processes openly, unless legally required to be confidential.

2.2.3 Comply with both the letter and spirit of the laws and policies affecting the operations of government in general and Alameda CTC specifically, including but not limited to the Conflict of Interest Code.

2.2.4 Use public service for the public good, not for personal gain.

ARTICLE 3 DEFINITIONS

3.1 Existing Definitions Adopted. For the purposes of this Code, all words not defined herein shall have such meanings as (i) have been established in a controlling Expenditure Plan, or (ii) have been determined by the laws of the State and decisions of the courts of the State.

3.2 "1986 Expenditure Plan" means the Alameda County Transportation Expenditure Plan approved by the voters of Alameda County pursuant to the passage of the original Measure B on November 4, 1986, as it may subsequently be amended from time to time.

3.3 "2000 Expenditure Plan" means Alameda County's 20-Year Transportation Expenditure Plan, dated July 2000 and funded by the retail transactions and use tax imposed pursuant to 2000 Measure B, as it may subsequently be amended from time to time.

3.4 "2000 Measure B" means Measure B as adopted by the voters of Alameda County on November 7, 2000 pursuant to Section 180206 of the Act.

3.5 "Act" means Division 9 of the California Public Utilities Code, Sections 180000 et seq., also known as the Local Transportation Authority and Improvement Act, as the Act may be amended from time to time.

3.6 "ACCMA" or "CMA" each mean the Alameda County Congestion Management Agency, the agency originally tasked with the duty of adopting and implementing the Congestion Management Program.

3.7 "ACTA" means the Alameda County Transportation Authority, the agency originally tasked with the duty of implementing the 1986 Expenditure Plan. ACTA has now been dissolved, and ACTIA has assumed its duties, rights and obligations, which have been delegated to the Commission pursuant to the JPA.

3.8 “**ACTAC**” means the Alameda County Transportation Advisory Committee, the technical advisory committee to the Commission, as described herein.

3.9 “**ACTIA**” means the Alameda County Transportation Improvement Authority, the agency originally tasked with the duty of implementing the 2000 Expenditure Plan.

3.10 “**Advisory Committee**” means each advisory committee established by or for the Commission.

3.11 “**Alameda CTC**” and “**ACTC**” each mean the Alameda County Transportation Commission.

3.12 “**Alternate**” means each of those persons appointed, pursuant to the JPA, to serve and vote as an alternate member of the Commission or of a Standing Committee in the absence of a specific Commission Member.

3.13 “**Annual Budget**” means the budget for Alameda CTC, including separate budget sections related to (i) the 1986 Expenditure Plan, (ii) the 2000 Expenditure Plan, as required by Section 180105 of the Act, (iii) the Congestion Management Program, (iv) the VRF Expenditure Plan, and (v) other matters.

3.14 “**Authorized Vote**” means the total number of weighted votes represented by all Commission Members, pursuant to the provisions of the JPA.

3.15 “**Board of Supervisors**” means the Board of Supervisors of the County.

3.16 “**Bonds**” means indebtedness and securities of any kind or class, including but not limited to bonds, refunding bonds, or revenue anticipation notes.

3.17 “**Brown Act**” means the Ralph M. Brown Act, Government Code Sections 54950 *et seq.*, as it may be amended from time to time.

3.18 “**Chair**” means the Chair of the Commission, as elected by the Commission.

3.19 “**Citizens Watchdog Committee**” means the Advisory Committee for 2000 Measure B required by the 2000 Expenditure Plan.

3.20 “**City**” means any incorporated city or town within the County.

3.21 “**Clerk**” means the Staff member designated by the Executive Director to serve as the Clerk of the Commission.

3.22 “**Code**” means this Administrative Code of the Alameda County Transportation Commission.

3.23 “**Commission**” means the governing body of Alameda CTC, which constitutes the legislative body of Alameda CTC as defined under Section 54952 of the Brown Act. The

Commission is referenced as the “Board” in the JPA and certain other documentation to ensure consistency with the practice of ACTA, ACTIA, and ACCMA.

3.24 “Commission Engineer” means a Staff member holding and maintaining a California Professional Civil Engineer license who is designated by the Executive Director as the Commission Engineer.

3.25 “Commission Member” and “Commissioner” each mean each of those persons appointed to serve as a member of the Commission pursuant to the JPA.

3.26 “Conflict of Interest Code” means the Conflict of Interest Code of the Alameda CTC, as adopted and regularly updated by the Commission pursuant to the provisions of Government Code Section 87300 *et seq.*

3.27 “Congestion Management Agency” means the Alameda CTC serving in its role as the County’s Congestion Management Program agency, as designated pursuant to Government Code Section 65089 and the JPA.

3.28 “Congestion Management Program” means the program developed and administered by the Congestion Management Agency, as successor to the ACCMA, in accordance with the provisions of Government Code Section 65089.

3.29 “County” means the County of Alameda.

3.30 “Elected Official” means (i) any duly elected and serving official of the legislative body, as defined in Government Code Sections 34000 and 34002, of any City, (ii) any duly elected and serving member of the Board of Supervisors, and (iii) any duly elected and serving official of the legislative body of any Member Transit Agency.

3.31 “Executive Director” means the chief executive officer selected by the Commission to conduct the overall and day-to-day management of the activities of Alameda CTC.

3.32 “Expenditure Plan Project” means a project and/or a program described in one or more of the Expenditure Plans.

3.33 “Expenditure Plans” means the 1986 Expenditure Plan, the 2000 Expenditure Plan, and the VRF Expenditure Plan.

3.34 “Finance and Administration Committee” or “FAC” each mean such Standing Committee as described herein.

3.35 “Fiscal Year” means July 1 to and including the following June 30.

3.36 “General Counsel” or “Legal Counsel” means the attorney(s) or law firm(s) acting as general counsel to Alameda CTC.

3.37 “Geographic Area” means the four subareas in the County, consisting of North County (the cities of Albany, Berkeley, Emeryville, Piedmont, Oakland and Alameda), Central County (the cities of San Leandro and Hayward and the unincorporated areas of Castro Valley, San Lorenzo, Ashland and others in the central section of the County), South County (the cities of Union City, Newark and Fremont), and East County (the cities of Dublin, Pleasanton and Livermore and the unincorporated areas of the Livermore Valley).

3.38 “Holiday” means any day observed by Alameda CTC as a holiday, other than a Saturday or Sunday.

3.39 “Investment Policy” means any investment policy adopted by the Commission in conformance with applicable law.

3.40 “JPA” means the Joint Powers Agreement which created Alameda CTC, dated for reference purposes as of March 25, 2010, as it may subsequently be amended from time to time.

3.41 “Member Agency” means each public agency which is a member of Alameda CTC pursuant to the JPA.

3.42 “Member Transit Agency” means each transit agency which is a Member Agency.

3.43 “Metropolitan Transportation Commission” means the regional transportation planning agency for the San Francisco Bay Area authorized and created by Government Code Sections 66500 *et seq.*

3.44 “Net Revenues” means respectively (i) gross revenues derived from imposition of a retail transactions and use tax, less Board of Equalization administrative and other charges, with respect to the 1986 Expenditure Plan and 2000 Expenditure Plans, or (ii) gross revenues derived from imposition of the VRF, less Department of Motor Vehicles administrative and other charges, with respect to the VRF Expenditure Plan.

3.45 “Official Acts” means all substantive actions taken by the Commission, excluding matters which are procedural in nature.

3.46 “Planning, Policy, and Legislation Committee” and **“PPLC”** each mean such Standing Committee as described herein.

3.47 “Programs and Projects Committee” or **“PPC”** each mean such Standing Committee as described herein.

3.48 “Procurement Policy” means any policy or policies adopted by the Commission regarding procurement of goods, services and supplies, and hiring of consultants and contractors, as such policy or policies may be amended from time to time. Until such time as the Commission adopts a Procurement Policy, (i) all such procurement and hiring of consultants and contractors related to ACTIA projects, programs and activities shall be governed by the ACTIA Procurement Policy, Local Business Contract Equity Program, and related policies; (ii) all such

procurement and hiring of consultants and contractors related to ACCMA projects, programs and activities shall be governed by the ACCMA Project Delivery Administration Guide, the ACCMA Small Business Enterprise Policy, the ACCMA Local Business Enterprise Policy and other applicable ACCMA policies.

3.49 “Staff” means employees of Alameda CTC.

3.50 “Standing Committee” means each of the standing subcommittees of the Commission as described herein, consisting of the FAC, the PPLC and the PPC.

3.51 “State” means the State of California.

3.52 “Vice Chair” means the Vice Chair of the Commission, as elected by the Commission.

3.53 “VRF” means any vehicle registration fee adopted by the voters of the County pursuant to Government Code Section 65089.20, as codified pursuant to Senate Bill 83 in 2009.

3.54 “VRF Expenditure Plan” means the expenditure plan adopted with respect to the VRF, and as it may subsequently be amended from time to time.

3.55 “Working Day” means any day other than a Saturday, Sunday or Holiday.

ARTICLE 4 POWERS, AUTHORITY AND DUTIES

4.1 Power, Authority and Duty of the Commission. The Commission shall have the power, authority, and duty to do all of those things necessary and required to accomplish the stated purpose and goals of Alameda CTC as set forth in the JPA. Except as otherwise provided herein, the Commission may delegate its power and authority to the Executive Director, who may further delegate such power and authority to Staff. Without limiting the generality of the foregoing, the Commission shall have the power and authority to do any of the following on behalf of Alameda CTC:

4.1.1 To administer and amend, as necessary, the Expenditure Plans, to provide for the design, financing and constructing of the projects described therein, and to determine the use of Net Revenues in conformance with the parameters established in the Expenditure Plans, and in conformance with governing statutes.

4.1.2 To provide for the design, financing and constructing of other projects as may be undertaken from time to time by Alameda CTC.

4.1.3 To prepare, adopt, implement and administer the Congestion Management Program as the designated congestion management agency for Alameda County.

4.1.4 To establish, update and amend the Annual Budget.

4.1.5 To enter in a contract with the Executive Director, which contract shall include the rate of compensation and other benefits of the Executive Director.

4.1.6 To establish and revise the salary and benefit structure for Alameda CTC employees from time to time.

4.1.7 To make and enter into contracts.

4.1.8 To appoint agents.

4.1.9 To acquire, hold, or dispose of real property and other property by any lawful means, including without limitation, gift, purchase, lease, lease purchase or sale, including use of the power of eminent domain to the extent the Alameda CTC is legally entitled to exercise such power. In compliance with applicable State law, resolutions of necessity related to the exercise of such power shall be heard by the Commission without prior review by any Standing Committee.

4.1.10 To incur debts, liabilities or obligations subject to applicable limitations, including without limitation the issuance of Bonds.

4.1.11 Subject to applicable reporting and other limitations as set forth in the Conflict of Interest Code, to receive gifts, contributions and donations of property, funds, services and other forms of financial assistance from persons, firms, corporations and any governmental entity.

4.1.12 To sue and be sued on behalf of Alameda CTC.

4.1.13 To apply for appropriate grants under any federal, state, regional or local programs for assistance in developing any of its projects, administering any of its programs, or carrying out any other duties of Alameda CTC pursuant to the JPA.

4.1.14 To create, modify and/or terminate the Standing Committees, Advisory Committees, and ad hoc committees as may be deemed necessary by the Commission, subject to compliance with the Expenditure Plans and applicable laws.

4.1.15 To review and amend the Administrative Code as necessary.

4.1.16 To establish such policies for the Commission and/or Alameda CTC as the Commission deems necessary or are required by applicable law, and thereafter to amend such policies as appropriate.

4.1.17 To exercise any other powers authorized in the JPA, the Act, the congestion management statutes (Government Code §§65088 *et seq.*), and/or any other applicable state or federal laws or regulations.

4.1.18 To administer Alameda CTC in furtherance of all the above.

4.2 Rules For Proceedings. Except as otherwise provided herein, the following rules shall apply to all meetings of the Commission, the Standing Committees and all Advisory Committees.

4.2.1 All proceedings shall be governed by Robert's Rules of Order, unless otherwise specifically provided in this Code.

4.2.2 All meetings shall be conducted in the manner prescribed by the Brown Act.

4.2.3 A majority of the members of the Commission constitutes a quorum for the transaction of business of the Commission, regardless of the percentage of Authorized Vote present at the time.

4.2.4 Except as otherwise provided herein or otherwise required by applicable law, all Official Acts require the affirmative vote of a majority of the weighted vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote.

4.2.5 Adoption of a resolution of necessity authorizing the exercise of the power of eminent domain requires approval by not less than 15 Commission Members (and/or Alternates eligible to vote), since a two-thirds vote of the 22 Commission Members is required by law. For projects on the State highway system, adoption of a resolution of necessity requires approval by not less than 18 Commission Members (and/or Alternates eligible to vote), since a four-fifths vote of the 22 Commission Members is required by law. Further, in compliance with Caltrans' requirements, adoption of a resolution agreeing to hear resolutions of necessity for projects on the State highway system requires approval by not less than 18 Commission Members (and/or Alternates eligible to vote). Weighted voting may not be used for the adoption of any resolutions discussed in this Section.

4.2.6 As required by the 2000 Expenditure Plan, two-thirds of the weighted vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote is required to approve an amendment to the 2000 Expenditure Plan.

4.2.7 A two-thirds vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote is required to approve a new Expenditure Plan.

4.2.8 ~~4.2.7~~ A majority of the total Authorized Vote shall be required for each of the following actions by the Commission:

4.2.8.1 ~~4.2.7.1~~ To adopt or amend the Congestion Management Program.

4.2.8.2 ~~4.2.7.2~~ To adopt a resolution of conformance or non-conformance with the adopted Congestion Management Program.

4.2.8.3 ~~4.2.7.3~~ To approve or reject a deficiency plan.

4.2.8.4 ~~4.2.7.4~~ To adopt or amend the Countywide Transportation Plan.

4.2.8.5 ~~4.2.7.5~~ To approve federal or state funding programs.

4.2.8.6 ~~4.2.7.6~~ To adopt the Annual Budget or to levy fees or charges on any Member Agency.

4.2.9 ~~4.2.8~~ ~~Annually, or as otherwise determined by the Commission, the Commission shall elect the Chair and Vice-Chair~~ The election of the Chair and Vice-Chair of the Commission will occur annually at the first Commission meeting after Thanksgiving, which will serve as the organizational meeting for the Commission, and such elections will be effective at the first regular meeting thereafter. If the Chair or Vice-Chair resigns or is removed from office, the election for Chair or Vice-Chair to serve the remainder of the term shall be held at the next Commission meeting. In choosing the Chair and Vice Chair, Members shall give reasonable consideration to rotating these positions among the Geographic Areas and the transit representatives, among other factors.

4.2.10 At the organization meeting as described above, the Commission shall adopt the schedule of regular meetings of the Commission and the Standing Committees for the upcoming year. The Commission and each Standing Committee may change the date for a regular meeting of such body to another business day if the regular date is a holiday or as otherwise determined by the Commission or such Standing Committee.

4.2.11 ~~4.2.9~~ The acts of the Commission shall be expressed by motion, resolution, or ordinance.

4.2.12 ~~4.2.10~~ A majority of the members of an Advisory Committee or Standing Committee constitutes a quorum for the transaction of business of such committee.

4.2.13 ~~4.2.11~~ The acts of the Standing Committees and Advisory Committees shall be expressed by motion.

4.3 Compensation of Commission Members and Alternates. Commission Members or Alternates attending and participating in any meeting of the Commission, a Standing Committee, or any external committee where such Commission Member or Alternate serves as the appointed or designated representative of Alameda CTC, shall be compensated at the rate of \$225 for each such meeting, plus travel costs at the per diem rate of \$25. Notwithstanding anything to contrary in the administrative code of ACTIA or ACCMA, no Commission Member or Alternate shall receive any compensation for meetings of ACTIA or ACCMA which are held concurrently with, or immediately before or after, any meeting for which compensation is payable under this Code.

4.4 Powers Reserved to Commission. The matters not delegated to the Executive Director but rather specifically reserved for the Commission include adoption of the Annual Budget, establishment of strategy and policies for Alameda CTC, and succession planning for the Executive Director.

4.5 Commission Directions to Staff through Executive Director. Neither the Commission nor any Commission Member or Alternate shall give orders or directions to any Staff member except by and through the Executive Director. This shall not prohibit the Commission, Commission Members or Alternates from contacting Staff members for purposes of response or inquiry, to obtain information, or as authorized by the Executive Director.

4.6 Power, Authority and Duty of the Executive Director. The Commission delegates to the Executive Director all matters necessary for the day-to-day management of Alameda CTC, except matters specifically reserved for the Commission herein. The Executive Director shall, on behalf of Alameda CTC, be responsible for instituting those methods, procedures and systems of operations and management which, in his/her discretion, shall best accomplish the mission and goals of Alameda CTC. Without limitation, the Executive Director shall have the power, authority, and duty to do each of the following:

4.6.1 To serve as the chief executive officer of Alameda CTC and to be responsible to the Commission for the proper administration of all Alameda CTC affairs.

4.6.2 To prepare and submit an annual budget, and such amendments thereto as may be necessary, to the Commission for its approval.

4.6.3 To prepare and submit an annual salary and benefits plan, and such amendments thereto as may be necessary, to the Commission for its approval.

4.6.4 To administer the personnel system of Alameda CTC, including hiring, controlling, supervising, promoting, transferring, suspending with or without pay or discharging any employee, including but not limited to determination of a staffing plan and determination of each employee's level of salary, subject to conformance with the Annual Budget and the salary and benefit plan established from time to time by the Commission.

4.6.5 To prepare periodic reports updating the Commission on financial and project status, as well as other activities of Alameda CTC and Staff.

4.6.6 To approve and execute contracts on behalf of Alameda CTC following such approvals as may be required hereunder, subject to compliance with the Procurement Policy and any other applicable direction or policy of the Commission, and in accord with the Annual Budget.

4.6.7 To see that all rules, regulations, ordinances, policies, procedures and resolutions of Alameda CTC are enforced.

4.6.8 To accept and consent to deeds or grants conveying any interest in or easement upon real estate to Alameda CTC pursuant to Government Code Section 27281 and to prepare and execute certificates of acceptances therefor from time to time as the Executive Director determines to be in furtherance of the purposes of the Commission. Such authority shall be limited to actions of a ministerial nature necessary to carry out conveyances authorized by the Commission.

4.6.9 To designate, in writing, the Commission Engineer and such Commission Engineer's authorized delegees. Any such designations will remain in effect until modified or revoked by the Executive Director.

4.7 Power, Authority and Duty of the Commission Engineer. The Commission Engineer shall do the following:

4.7.1 Sign plans for conformance with project requirements and design exceptions.

4.7.2 Certify matters related to utilities and rights-of-way in connection with right-of-way programs approved by the Commission.

4.7.3 Approve construction contract change orders (CCOs) and other documents which require, or recommend, the signature of an Alameda CTC representative with a California Professional Civil Engineering license, all in accordance with the applicable construction program manual.

4.8 Power, Authority and Duty of the Chair and Vice Chair.

4.8.1 The Chair shall preside over all meetings of the Commission. In the absence of the Chair, the Vice Chair shall serve as and have the authority of the Chair. In the event of absence of both the Chair and Vice Chair or their inability to act, the members present shall select one of their members to act as Chair Pro Tempore, who, while so acting, shall have the authority of the Chair.

4.8.2 The Chair shall appoint all members, and select the chair and vice-chair, of each Standing Committee. In making such appointments, the Chair shall endeavor to include members from all four geographic areas on each Standing Committee.

4.8.3 The Chair and Vice Chair shall serve as voting ex-officio members of each Standing Committee.

4.8.4 In urgent situations where Commission action is impractical or impossible, the Chair may take and communicate positions on behalf of Alameda CTC regarding legislative matters. The Chair shall report to the Commission and the appropriate Standing Committee at the next meeting of each said body regarding any such actions taken by the Chair.

4.9 Power, Authority and Duty of the Standing Committees.

4.9.1 The following general provisions apply to each of the Standing Committees:

4.9.1.1 All members of the Standing Committees shall be Commission Members, and shall be appointed by the Chair after consultation with the Members and solicitation of information regarding each Member's interests. Appointments to the Standing Committees shall occur when a vacancy occurs, or as otherwise needed or desired.

Upon the removal or resignation of a Commission Member, such Commission Member shall cease to be a member of any Standing Committee.

4.9.1.2 Each member of a Standing Committee shall carry one vote.

4.9.1.3 The Standing Committees may meet as committees of the whole with respect to the Commission.

4.9.1.4 Whether or not a Standing Committee meets as a committee of the whole, no recommendation by a Standing Committee shall be deemed an action of the Commission, except with respect to any actions that the Standing Committee may be specifically authorized to approve by Commission Action.

4.9.1.5 Unless specifically stated otherwise, all actions of the Standing Committees are advisory and consist of recommendations to the Commission.

4.9.1.6 All Commission Members shall be notified of the time and date of Standing Committee meetings. However, Commission Members and Alternates who are not members of a given Standing Committee may attend such meetings as members of the public, including sitting with other members of public rather than with the Standing Committee members, neither voting nor participating in discussions except as a member of the public.

4.9.2 The functions and authority of the Finance and Administration Committee (FAC) are as follows:

4.9.2.1 Alameda CTC operations and performance.

4.9.2.2 Human resources and personnel policies and procedures.

4.9.2.3 Administrative Code.

4.9.2.4 Salary and benefits.

4.9.2.5 Procurement policies and procedures.

4.9.2.6 Procurement of administrative contracts.

4.9.2.7 Contract preference programs for entities such as local business enterprises, small business enterprises and disabled business enterprises, including consideration of participation reports.

4.9.2.8 Bid protests and complaints related to administrative contract procurement.

4.9.2.9 Annual budget and financial reports.

4.9.2.10 Investment policy and reports.

management. **4.9.2.11** Audit reports, financial reporting, internal controls and risk

4.9.2.12 Annual work program.

4.9.2.13 Other matters as assigned by the Commission or Chair.

4.9.3 The functions and authority of the Planning, Policy, and Legislation Committee (PPLC) are as follows:

4.9.3.1 Congestion Management Program (CMP).

4.9.3.2 Countywide Transportation Plan (CWTP).

planning policies. **4.9.3.3** Federal, state, regional and local transportation and land-use

4.9.3.4 Transportation and land use planning studies and policies.

4.9.3.5 Amendments to the 1986 Expenditure Plan or the 2000 Expenditure Plans, [and development of new Expenditure Plans](#).

4.9.3.6 Amendments to the VRF Expenditure Plan.

projects and programs. **4.9.3.7** Transit oriented development, priority development areas

4.9.3.8 Annual legislative program.

4.9.3.9 State and Federal legislative matters.

4.9.3.10 General and targeted outreach programs (public information, media relations, and public participation).

4.9.3.11 Advisory committees' performance and effectiveness.

4.9.3.12 Other matters as assigned by the Commission or Chair.

4.9.4 The functions and authority of the Programs and Projects Committee (PPC) are as follows:

4.9.4.1 Local, state, ACCMA Transportation Improvement Program (TIP), TFCA vehicle registration fee programs, and Expenditure Plan programs and projects.

programs. **4.9.4.2** Local, state and federally funded projects and funding

4.9.4.3 Annual Strategic Plan for programs and projects.

4.9.4.4 Funding requests from project sponsors and other eligible recipients.

4.9.4.5 Paratransit services programs and projects.

4.9.4.6 Bicycle and pedestrian projects and programs.

4.9.4.7 Funding allocations to the various transportation programs and projects [funded from the original Measure B, 2000 Measure B, and the Vehicle Registration Fee](#).

4.9.4.8 Eminent domain proceedings, subject to the provisions of Section 4.1.9, pursuant to which resolutions of necessity shall be heard by the Commission without prior Standing Committee review.

4.9.4.9 Environmental evaluations.

4.9.4.10 Contract procurement for specific engineering and construction contracts not delegated to the Executive Director.

4.9.4.11 Good faith efforts policies and procedures.

4.9.4.12 Bid protests and complaints regarding engineering and construction contract procurement.

4.9.4.13 Other matters as assigned by the Commission or Chair.

ARTICLE 5 ADVISORY AND EXTERNAL COMMITTEES

5.1 Continuance of Existing Advisory Committees. All ACTIA and ACCMA advisory committees in existence as of the first adoption of this Code shall continue in their current form and purpose until and unless the Commission determines otherwise.

5.2 Citizens Watchdog Committee. The Citizens Watchdog Committee defined in and required by the 2000 Expenditure Plan shall continue to have all duties and obligations as described therein with respect to the 2000 Expenditure Plan, and shall have the membership required thereby.

5.3 Alameda County Transportation Advisory Committee. ACTAC shall be composed of ~~one~~ staff ~~representative, preferably~~ [representatives](#) from ~~at the~~ planning ~~or~~ and public works ~~department~~ [departments \(where applicable\)](#), from each of the following: Alameda CTC, each City, the County, each Member Transit Agency, the Livermore Amador Valley Transit Agency, the Port of Oakland, the Metropolitan Transportation Commission, [the Association of Bay Area Governments](#), and Caltrans. Each representative shall have one vote. ACTAC may form subcommittees as necessary. The Executive Director or his/her designee shall preside over the meetings of the ACTAC.

5.4 Other Advisory Committees. The Commission shall establish and appoint such advisory committees as it deems necessary, and as may be required by the Expenditure Plans or applicable statutes.

5.5 Compensation of Advisory Committee Members and Alternates. Any person appointed as a member or alternate to, and participating as a voting representative at a meeting of, any Advisory Committee shall be compensated at the rate of \$50 for each such meeting. Notwithstanding the foregoing, no compensation shall be payable hereunder to any representative of ACTAC.

5.6 Geographic Area Meetings. Meetings of representatives (including Commission Members, Alternates and ACTAC members) from a Geographic Area may be called on an as-needed basis by the Chair, the Executive Director, or by two or more Commission Members from a Geographic Area. Such meetings are intended to provide an opportunity to discuss matters of common interest and to advise the Commission on matters affecting the Geographic Area.

5.7 Staff Support. The Executive Director shall designate one or more Staff members to aid each advisory committee in its work.

5.8 Representation on External Committees and Agencies. The Chair or the Commission may designate either Commission Members, Alternates, or members of Staff, as may be deemed appropriate, to serve as the designated representative(s) of Alameda CTC on any outside committees or agencies. Such representative(s) shall make a good faith effort to represent the position of the Commission on any matter on which the Commission has taken an official position or has otherwise taken formal action. Such appointments shall include provisions for the designation of alternates and of term of the appointment where appropriate.

ALAMEDA COUNTY TRANSPORTATION COMMISSION
ADMINISTRATIVE CODE
(as amended on 6/28/12)

TABLE OF CONTENTS

	Page
ARTICLE 1 GENERAL PROVISIONS	2
ARTICLE 2 CODE OF ETHICS.....	2
ARTICLE 3 DEFINITIONS.....	3
ARTICLE 4 POWERS, AUTHORITY AND DUTIES	7
ARTICLE 5 ADVISORY AND EXTERNAL COMMITTEES	14

ALAMEDA COUNTY TRANSPORTATION COMMISSION
ADMINISTRATIVE CODE
(as amended on 6/28/12)

ARTICLE 1
GENERAL PROVISIONS

1.1 Title. This Code is enacted by the Alameda County Transportation Commission (“Alameda CTC” or “ACTC”) pursuant to the provisions of California Public Utilities Code Section 180105 and the Joint Powers Agreement dated for reference purposes as of March 25, 2010 (as it may subsequently be amended from time to time) which created the Alameda CTC (“JPA”). This Code may be referred to as the “Alameda County Transportation Commission Administrative Code.” This Code prescribes the powers and duties of officers of Alameda CTC, the method of appointment of employees of Alameda CTC, and the methods, procedures, and systems of operation and management of Alameda CTC.

1.2 Reference Includes Amendments. Reference to this Code or any portion thereof includes later amendments thereto. This Code may be amended by motion, resolution or other proper action of the Commission.

1.3 Severability. If any term or provision of this Code is ever determined to be invalid or unenforceable for any reason, such term or provision shall be severed from this Code without affecting the validity or enforceability of the remainder of this Code.

1.4 Interpretation. Section headings in this Code are for convenience of reference only and shall not affect the meaning or interpretation of any provision of this Code. As used herein: (a) the singular shall include the plural (and vice versa) and the masculine or neuter gender shall include the feminine gender (and vice versa) where the context so requires; (b) locative adverbs such as “herein,” “hereto,” and “hereunder” shall refer to this Code in its entirety and not to any specific Section or paragraph; (c) the terms “include,” “including,” and similar terms shall be construed as though followed immediately by the phrase “but not limited to;” and (d) “shall,” “will” and “must” are mandatory and “may” is permissive.

ARTICLE 2
CODE OF ETHICS

2.1 Ethics Statement. The foundation of any democratic institution or governmental agency relies upon the trust and confidence its citizens place in its elected officials, appointed managers or administrators, and staff. Honesty, integrity and professionalism must serve as the guiding principles for Alameda CTC in carrying out its deliberations and Alameda CTC’s business. The ethical operation of local government requires that decision-makers be impartial and accountable. Alameda CTC expects its representatives, including but not limited to Commission Members, employees, contractors, and advisory committee members to act in a manner that retains and inspires the trust and confidence of the people they serve.

2.2 Expectations. It is the general policy of Alameda CTC to promote the highest standards of personal and professional ethics by individuals charged with carrying out Alameda CTC's business. Alameda CTC expects all participants to:

2.2.1 Conduct public deliberations and Alameda CTC business in an atmosphere of mutual respect, consideration, cooperation and civility.

2.2.2 Conduct public processes openly, unless legally required to be confidential.

2.2.3 Comply with both the letter and spirit of the laws and policies affecting the operations of government in general and Alameda CTC specifically, including but not limited to the Conflict of Interest Code.

2.2.4 Use public service for the public good, not for personal gain.

ARTICLE 3 DEFINITIONS

3.1 Existing Definitions Adopted. For the purposes of this Code, all words not defined herein shall have such meanings as (i) have been established in a controlling Expenditure Plan, or (ii) have been determined by the laws of the State and decisions of the courts of the State.

3.2 "1986 Expenditure Plan" means the Alameda County Transportation Expenditure Plan approved by the voters of Alameda County pursuant to the passage of the original Measure B on November 4, 1986, as it may subsequently be amended from time to time.

3.3 "2000 Expenditure Plan" means Alameda County's 20-Year Transportation Expenditure Plan, dated July 2000 and funded by the retail transactions and use tax imposed pursuant to 2000 Measure B, as it may subsequently be amended from time to time.

3.4 "2000 Measure B" means Measure B as adopted by the voters of Alameda County on November 7, 2000 pursuant to Section 180206 of the Act.

3.5 "Act" means Division 9 of the California Public Utilities Code, Sections 180000 et seq., also known as the Local Transportation Authority and Improvement Act, as the Act may be amended from time to time.

3.6 "ACCMA" or "CMA" each mean the Alameda County Congestion Management Agency, the agency originally tasked with the duty of adopting and implementing the Congestion Management Program.

3.7 "ACTA" means the Alameda County Transportation Authority, the agency originally tasked with the duty of implementing the 1986 Expenditure Plan. ACTA has now been dissolved, and ACTIA has assumed its duties, rights and obligations, which have been delegated to the Commission pursuant to the JPA.

3.8 “**ACTAC**” means the Alameda County Transportation Advisory Committee, the technical advisory committee to the Commission, as described herein.

3.9 “**ACTIA**” means the Alameda County Transportation Improvement Authority, the agency originally tasked with the duty of implementing the 2000 Expenditure Plan.

3.10 “**Advisory Committee**” means each advisory committee established by or for the Commission.

3.11 “**Alameda CTC**” and “**ACTC**” each mean the Alameda County Transportation Commission.

3.12 “**Alternate**” means each of those persons appointed, pursuant to the JPA, to serve and vote as an alternate member of the Commission or of a Standing Committee in the absence of a specific Commission Member.

3.13 “**Annual Budget**” means the budget for Alameda CTC, including separate budget sections related to (i) the 1986 Expenditure Plan, (ii) the 2000 Expenditure Plan, as required by Section 180105 of the Act, (iii) the Congestion Management Program, (iv) the VRF Expenditure Plan, and (v) other matters.

3.14 “**Authorized Vote**” means the total number of weighted votes represented by all Commission Members, pursuant to the provisions of the JPA.

3.15 “**Board of Supervisors**” means the Board of Supervisors of the County.

3.16 “**Bonds**” means indebtedness and securities of any kind or class, including but not limited to bonds, refunding bonds, or revenue anticipation notes.

3.17 “**Brown Act**” means the Ralph M. Brown Act, Government Code Sections 54950 *et seq.*, as it may be amended from time to time.

3.18 “**Chair**” means the Chair of the Commission, as elected by the Commission.

3.19 “**Citizens Watchdog Committee**” means the Advisory Committee for 2000 Measure B required by the 2000 Expenditure Plan.

3.20 “**City**” means any incorporated city or town within the County.

3.21 “**Clerk**” means the Staff member designated by the Executive Director to serve as the Clerk of the Commission.

3.22 “**Code**” means this Administrative Code of the Alameda County Transportation Commission.

3.23 “**Commission**” means the governing body of Alameda CTC, which constitutes the legislative body of Alameda CTC as defined under Section 54952 of the Brown Act. The

Commission is referenced as the “Board” in the JPA and certain other documentation to ensure consistency with the practice of ACTA, ACTIA, and ACCMA.

3.24 “Commission Engineer” means a Staff member holding and maintaining a California Professional Civil Engineer license who is designated by the Executive Director as the Commission Engineer.

3.25 “Commission Member” and “Commissioner” each mean each of those persons appointed to serve as a member of the Commission pursuant to the JPA.

3.26 “Conflict of Interest Code” means the Conflict of Interest Code of the Alameda CTC, as adopted and regularly updated by the Commission pursuant to the provisions of Government Code Section 87300 *et seq.*

3.27 “Congestion Management Agency” means the Alameda CTC serving in its role as the County’s Congestion Management Program agency, as designated pursuant to Government Code Section 65089 and the JPA.

3.28 “Congestion Management Program” means the program developed and administered by the Congestion Management Agency, as successor to the ACCMA, in accordance with the provisions of Government Code Section 65089.

3.29 “County” means the County of Alameda.

3.30 “Elected Official” means (i) any duly elected and serving official of the legislative body, as defined in Government Code Sections 34000 and 34002, of any City, (ii) any duly elected and serving member of the Board of Supervisors, and (iii) any duly elected and serving official of the legislative body of any Member Transit Agency.

3.31 “Executive Director” means the chief executive officer selected by the Commission to conduct the overall and day-to-day management of the activities of Alameda CTC.

3.32 “Expenditure Plan Project” means a project and/or a program described in one or more of the Expenditure Plans.

3.33 “Expenditure Plans” means the 1986 Expenditure Plan, the 2000 Expenditure Plan, and the VRF Expenditure Plan.

3.34 “Finance and Administration Committee” or “FAC” each mean such Standing Committee as described herein.

3.35 “Fiscal Year” means July 1 to and including the following June 30.

3.36 “General Counsel” or “Legal Counsel” means the attorney(s) or law firm(s) acting as general counsel to Alameda CTC.

3.37 “Geographic Area” means the four subareas in the County, consisting of North County (the cities of Albany, Berkeley, Emeryville, Piedmont, Oakland and Alameda), Central County (the cities of San Leandro and Hayward and the unincorporated areas of Castro Valley, San Lorenzo, Ashland and others in the central section of the County), South County (the cities of Union City, Newark and Fremont), and East County (the cities of Dublin, Pleasanton and Livermore and the unincorporated areas of the Livermore Valley).

3.38 “Holiday” means any day observed by Alameda CTC as a holiday, other than a Saturday or Sunday.

3.39 “Investment Policy” means any investment policy adopted by the Commission in conformance with applicable law.

3.40 “JPA” means the Joint Powers Agreement which created Alameda CTC, dated for reference purposes as of March 25, 2010, as it may subsequently be amended from time to time.

3.41 “Member Agency” means each public agency which is a member of Alameda CTC pursuant to the JPA.

3.42 “Member Transit Agency” means each transit agency which is a Member Agency.

3.43 “Metropolitan Transportation Commission” means the regional transportation planning agency for the San Francisco Bay Area authorized and created by Government Code Sections 66500 *et seq.*

3.44 “Net Revenues” means respectively (i) gross revenues derived from imposition of a retail transactions and use tax, less Board of Equalization administrative and other charges, with respect to the 1986 Expenditure Plan and 2000 Expenditure Plans, or (ii) gross revenues derived from imposition of the VRF, less Department of Motor Vehicles administrative and other charges, with respect to the VRF Expenditure Plan.

3.45 “Official Acts” means all substantive actions taken by the Commission, excluding matters which are procedural in nature.

3.46 “Planning, Policy, and Legislation Committee” and **“PPLC”** each mean such Standing Committee as described herein.

3.47 “Programs and Projects Committee” or **“PPC”** each mean such Standing Committee as described herein.

3.48 “Procurement Policy” means any policy or policies adopted by the Commission regarding procurement of goods, services and supplies, and hiring of consultants and contractors, as such policy or policies may be amended from time to time. Until such time as the Commission adopts a Procurement Policy, (i) all such procurement and hiring of consultants and contractors related to ACTIA projects, programs and activities shall be governed by the ACTIA Procurement Policy, Local Business Contract Equity Program, and related policies; (ii) all such

procurement and hiring of consultants and contractors related to ACCMA projects, programs and activities shall be governed by the ACCMA Project Delivery Administration Guide, the ACCMA Small Business Enterprise Policy, the ACCMA Local Business Enterprise Policy and other applicable ACCMA policies.

3.49 “**Staff**” means employees of Alameda CTC.

3.50 “**Standing Committee**” means each of the standing subcommittees of the Commission as described herein, consisting of the FAC, the PPLC and the PPC.

3.51 “**State**” means the State of California.

3.52 “**Vice Chair**” means the Vice Chair of the Commission, as elected by the Commission.

3.53 “**VRF**” means any vehicle registration fee adopted by the voters of the County pursuant to Government Code Section 65089.20, as codified pursuant to Senate Bill 83 in 2009.

3.54 “**VRF Expenditure Plan**” means the expenditure plan adopted with respect to the VRF, and as it may subsequently be amended from time to time.

3.55 “**Working Day**” means any day other than a Saturday, Sunday or Holiday.

ARTICLE 4 POWERS, AUTHORITY AND DUTIES

4.1 Power, Authority and Duty of the Commission. The Commission shall have the power, authority, and duty to do all of those things necessary and required to accomplish the stated purpose and goals of Alameda CTC as set forth in the JPA. Except as otherwise provided herein, the Commission may delegate its power and authority to the Executive Director, who may further delegate such power and authority to Staff. Without limiting the generality of the foregoing, the Commission shall have the power and authority to do any of the following on behalf of Alameda CTC:

4.1.1 To administer and amend, as necessary, the Expenditure Plans, to provide for the design, financing and constructing of the projects described therein, and to determine the use of Net Revenues in conformance with the parameters established in the Expenditure Plans, and in conformance with governing statutes.

4.1.2 To provide for the design, financing and constructing of other projects as may be undertaken from time to time by Alameda CTC.

4.1.3 To prepare, adopt, implement and administer the Congestion Management Program as the designated congestion management agency for Alameda County.

4.1.4 To establish, update and amend the Annual Budget.

4.1.5 To enter in a contract with the Executive Director, which contract shall include the rate of compensation and other benefits of the Executive Director.

4.1.6 To establish and revise the salary and benefit structure for Alameda CTC employees from time to time.

4.1.7 To make and enter into contracts.

4.1.8 To appoint agents.

4.1.9 To acquire, hold, or dispose of real property and other property by any lawful means, including without limitation, gift, purchase, lease, lease purchase or sale, including use of the power of eminent domain to the extent the Alameda CTC is legally entitled to exercise such power. In compliance with applicable State law, resolutions of necessity related to the exercise of such power shall be heard by the Commission without prior review by any Standing Committee.

4.1.10 To incur debts, liabilities or obligations subject to applicable limitations, including without limitation the issuance of Bonds.

4.1.11 Subject to applicable reporting and other limitations as set forth in the Conflict of Interest Code, to receive gifts, contributions and donations of property, funds, services and other forms of financial assistance from persons, firms, corporations and any governmental entity.

4.1.12 To sue and be sued on behalf of Alameda CTC.

4.1.13 To apply for appropriate grants under any federal, state, regional or local programs for assistance in developing any of its projects, administering any of its programs, or carrying out any other duties of Alameda CTC pursuant to the JPA.

4.1.14 To create, modify and/or terminate the Standing Committees, Advisory Committees, and ad hoc committees as may be deemed necessary by the Commission, subject to compliance with the Expenditure Plans and applicable laws.

4.1.15 To review and amend the Administrative Code as necessary.

4.1.16 To establish such policies for the Commission and/or Alameda CTC as the Commission deems necessary or are required by applicable law, and thereafter to amend such policies as appropriate.

4.1.17 To exercise any other powers authorized in the JPA, the Act, the congestion management statutes (Government Code §§65088 *et seq.*), and/or any other applicable state or federal laws or regulations.

4.1.18 To administer Alameda CTC in furtherance of all the above.

4.2 Rules For Proceedings. Except as otherwise provided herein, the following rules shall apply to all meetings of the Commission, the Standing Committees and all Advisory Committees.

4.2.1 All proceedings shall be governed by Robert's Rules of Order, unless otherwise specifically provided in this Code.

4.2.2 All meetings shall be conducted in the manner prescribed by the Brown Act.

4.2.3 A majority of the members of the Commission constitutes a quorum for the transaction of business of the Commission, regardless of the percentage of Authorized Vote present at the time.

4.2.4 Except as otherwise provided herein or otherwise required by applicable law, all Official Acts require the affirmative vote of a majority of the weighted vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote.

4.2.5 Adoption of a resolution of necessity authorizing the exercise of the power of eminent domain requires approval by not less than 15 Commission Members (and/or Alternates eligible to vote), since a two-thirds vote of the 22 Commission Members is required by law. For projects on the State highway system, adoption of a resolution of necessity requires approval by not less than 18 Commission Members (and/or Alternates eligible to vote), since a four-fifths vote of the 22 Commission Members is required by law. Further, in compliance with Caltrans' requirements, adoption of a resolution agreeing to hear resolutions of necessity for projects on the State highway system requires approval by not less than 18 Commission Members (and/or Alternates eligible to vote). Weighted voting may not be used for the adoption of any resolutions discussed in this Section.

4.2.6 As required by the 2000 Expenditure Plan, two-thirds of the weighted vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote is required to approve an amendment to the 2000 Expenditure Plan.

4.2.7 A two-thirds vote of the Commission Members (and/or Alternates eligible to vote) present at the time of the vote is required to approve a new Expenditure Plan.

4.2.8 A majority of the total Authorized Vote shall be required for each of the following actions by the Commission:

4.2.8.1 To adopt or amend the Congestion Management Program.

4.2.8.2 To adopt a resolution of conformance or non-conformance with the adopted Congestion Management Program.

4.2.8.3 To approve or reject a deficiency plan.

4.2.8.4 To adopt or amend the Countywide Transportation Plan.

4.2.8.5 To approve federal or state funding programs.

4.2.8.6 To adopt the Annual Budget or to levy fees or charges on any Member Agency.

4.2.9 The election of the Chair and Vice-Chair of the Commission will occur annually at the first Commission meeting after Thanksgiving, which will serve as the organizational meeting for the Commission, and such elections will be effective at the first regular meeting thereafter. If the Chair or Vice-Chair resigns or is removed from office, the election for Chair or Vice-Chair to serve the remainder of the term shall be held at the next Commission meeting. In choosing the Chair and Vice Chair, Members shall give reasonable consideration to rotating these positions among the Geographic Areas and the transit representatives, among other factors.

4.2.10 At the organization meeting as described above, the Commission shall adopt the schedule of regular meetings of the Commission and the Standing Committees for the upcoming year. The Commission and each Standing Committee may change the date for a regular meeting of such body to another business day if the regular date is a holiday or as otherwise determined by the Commission or such Standing Committee.

4.2.11 The acts of the Commission shall be expressed by motion, resolution, or ordinance.

4.2.12 A majority of the members of an Advisory Committee or Standing Committee constitutes a quorum for the transaction of business of such committee.

4.2.13 The acts of the Standing Committees and Advisory Committees shall be expressed by motion.

4.3 Compensation of Commission Members and Alternates. Commission Members or Alternates attending and participating in any meeting of the Commission, a Standing Committee, or any external committee where such Commission Member or Alternate serves as the appointed or designated representative of Alameda CTC, shall be compensated at the rate of \$225 for each such meeting, plus travel costs at the per diem rate of \$25. Notwithstanding anything to contrary in the administrative code of ACTIA or ACCMA, no Commission Member or Alternate shall receive any compensation for meetings of ACTIA or ACCMA which are held concurrently with, or immediately before or after, any meeting for which compensation is payable under this Code.

4.4 Powers Reserved to Commission. The matters not delegated to the Executive Director but rather specifically reserved for the Commission include adoption of the Annual Budget, establishment of strategy and policies for Alameda CTC, and succession planning for the Executive Director.

4.5 Commission Directions to Staff through Executive Director. Neither the Commission nor any Commission Member or Alternate shall give orders or directions to any Staff member except by and through the Executive Director. This shall not prohibit the

Commission, Commission Members or Alternates from contacting Staff members for purposes of response or inquiry, to obtain information, or as authorized by the Executive Director.

4.6 Power, Authority and Duty of the Executive Director. The Commission delegates to the Executive Director all matters necessary for the day-to-day management of Alameda CTC, except matters specifically reserved for the Commission herein. The Executive Director shall, on behalf of Alameda CTC, be responsible for instituting those methods, procedures and systems of operations and management which, in his/her discretion, shall best accomplish the mission and goals of Alameda CTC. Without limitation, the Executive Director shall have the power, authority, and duty to do each of the following:

4.6.1 To serve as the chief executive officer of Alameda CTC and to be responsible to the Commission for the proper administration of all Alameda CTC affairs.

4.6.2 To prepare and submit an annual budget, and such amendments thereto as may be necessary, to the Commission for its approval.

4.6.3 To prepare and submit an annual salary and benefits plan, and such amendments thereto as may be necessary, to the Commission for its approval.

4.6.4 To administer the personnel system of Alameda CTC, including hiring, controlling, supervising, promoting, transferring, suspending with or without pay or discharging any employee, including but not limited to determination of a staffing plan and determination of each employee's level of salary, subject to conformance with the Annual Budget and the salary and benefit plan established from time to time by the Commission.

4.6.5 To prepare periodic reports updating the Commission on financial and project status, as well as other activities of Alameda CTC and Staff.

4.6.6 To approve and execute contracts on behalf of Alameda CTC following such approvals as may be required hereunder, subject to compliance with the Procurement Policy and any other applicable direction or policy of the Commission, and in accord with the Annual Budget.

4.6.7 To see that all rules, regulations, ordinances, policies, procedures and resolutions of Alameda CTC are enforced.

4.6.8 To accept and consent to deeds or grants conveying any interest in or easement upon real estate to Alameda CTC pursuant to Government Code Section 27281 and to prepare and execute certificates of acceptances therefor from time to time as the Executive Director determines to be in furtherance of the purposes of the Commission. Such authority shall be limited to actions of a ministerial nature necessary to carry out conveyances authorized by the Commission.

4.6.9 To designate, in writing, the Commission Engineer and such Commission Engineer's authorized delegees. Any such designations will remain in effect until modified or revoked by the Executive Director.

4.7 Power, Authority and Duty of the Commission Engineer. The Commission Engineer shall do the following:

4.7.1 Sign plans for conformance with project requirements and design exceptions.

4.7.2 Certify matters related to utilities and rights-of-way in connection with right-of-way programs approved by the Commission.

4.7.3 Approve construction contract change orders (CCOs) and other documents which require, or recommend, the signature of an Alameda CTC representative with a California Professional Civil Engineering license, all in accordance with the applicable construction program manual.

4.8 Power, Authority and Duty of the Chair and Vice Chair.

4.8.1 The Chair shall preside over all meetings of the Commission. In the absence of the Chair, the Vice Chair shall serve as and have the authority of the Chair. In the event of absence of both the Chair and Vice Chair or their inability to act, the members present shall select one of their members to act as Chair Pro Tempore, who, while so acting, shall have the authority of the Chair.

4.8.2 The Chair shall appoint all members, and select the chair and vice-chair, of each Standing Committee. In making such appointments, the Chair shall endeavor to include members from all four geographic areas on each Standing Committee.

4.8.3 The Chair and Vice Chair shall serve as voting ex-officio members of each Standing Committee.

4.8.4 In urgent situations where Commission action is impractical or impossible, the Chair may take and communicate positions on behalf of Alameda CTC regarding legislative matters. The Chair shall report to the Commission and the appropriate Standing Committee at the next meeting of each said body regarding any such actions taken by the Chair.

4.9 Power, Authority and Duty of the Standing Committees.

4.9.1 The following general provisions apply to each of the Standing Committees:

4.9.1.1 All members of the Standing Committees shall be Commission Members, and shall be appointed by the Chair after consultation with the Members and solicitation of information regarding each Member's interests. Appointments to the Standing Committees shall occur when a vacancy occurs, or as otherwise needed or desired. Upon the removal or resignation of a Commission Member, such Commission Member shall cease to be a member of any Standing Committee.

4.9.1.2 Each member of a Standing Committee shall carry one vote.

4.9.1.3 The Standing Committees may meet as committees of the whole with respect to the Commission.

4.9.1.4 Whether or not a Standing Committee meets as a committee of the whole, no recommendation by a Standing Committee shall be deemed an action of the Commission, except with respect to any actions that the Standing Committee may be specifically authorized to approve by Commission Action.

4.9.1.5 Unless specifically stated otherwise, all actions of the Standing Committees are advisory and consist of recommendations to the Commission.

4.9.1.6 All Commission Members shall be notified of the time and date of Standing Committee meetings. However, Commission Members and Alternates who are not members of a given Standing Committee may attend such meetings as members of the public, including sitting with other members of public rather than with the Standing Committee members, neither voting nor participating in discussions except as a member of the public.

4.9.2 The functions and authority of the Finance and Administration Committee (FAC) are as follows:

4.9.2.1 Alameda CTC operations and performance.

4.9.2.2 Human resources and personnel policies and procedures.

4.9.2.3 Administrative Code.

4.9.2.4 Salary and benefits.

4.9.2.5 Procurement policies and procedures.

4.9.2.6 Procurement of administrative contracts.

4.9.2.7 Contract preference programs for entities such as local business enterprises, small business enterprises and disabled business enterprises, including consideration of participation reports.

4.9.2.8 Bid protests and complaints related to administrative contract procurement.

4.9.2.9 Annual budget and financial reports.

4.9.2.10 Investment policy and reports.

4.9.2.11 Audit reports, financial reporting, internal controls and risk management.

4.9.2.12 Annual work program.

4.9.2.13 Other matters as assigned by the Commission or Chair.

4.9.3 The functions and authority of the Planning, Policy, and Legislation Committee (PPLC) are as follows:

- 4.9.3.1** Congestion Management Program (CMP).
- 4.9.3.2** Countywide Transportation Plan (CWTP).
- 4.9.3.3** Federal, state, regional and local transportation and land-use planning policies.
- 4.9.3.4** Transportation and land use planning studies and policies.
- 4.9.3.5** Amendments to the 1986 Expenditure Plan or the 2000 Expenditure Plans, and development of new Expenditure Plans.
- 4.9.3.6** Amendments to the VRF Expenditure Plan.
- 4.9.3.7** Transit oriented development, priority development areas projects and programs.
- 4.9.3.8** Annual legislative program.
- 4.9.3.9** State and Federal legislative matters.
- 4.9.3.10** General and targeted outreach programs (public information, media relations, and public participation).

4.9.4 The functions and authority of the Programs and Projects Committee (PPC) are as follows:

- 4.9.4.1** Local, state, ACCMA Transportation Improvement Program (TIP), TFCA vehicle registration fee programs, and Expenditure Plan programs and projects.
- 4.9.4.2** Local, state and federally funded projects and funding programs.
- 4.9.4.3** Annual Strategic Plan for programs and projects.
- 4.9.4.4** Funding requests from project sponsors and other eligible recipients.
- 4.9.4.5** Paratransit services programs and projects.
- 4.9.4.6** Bicycle and pedestrian projects and programs.

4.9.4.7 Funding allocations to the various transportation programs and projects funded from the original Measure B, 2000 Measure B, and the Vehicle Registration Fee.

4.9.4.8 Eminent domain proceedings, subject to the provisions of Section 4.1.9, pursuant to which resolutions of necessity shall be heard by the Commission without prior Standing Committee review.

4.9.4.9 Environmental evaluations.

4.9.4.10 Contract procurement for specific engineering and construction contracts not delegated to the Executive Director.

4.9.4.11 Good faith efforts policies and procedures.

4.9.4.12 Bid protests and complaints regarding engineering and construction contract procurement.

4.9.4.13 Other matters as assigned by the Commission or Chair.

ARTICLE 5 ADVISORY AND EXTERNAL COMMITTEES

5.1 Continuance of Existing Advisory Committees. All ACTIA and ACCMA advisory committees in existence as of the first adoption of this Code shall continue in their current form and purpose until and unless the Commission determines otherwise.

5.2 Citizens Watchdog Committee. The Citizens Watchdog Committee defined in and required by the 2000 Expenditure Plan shall continue to have all duties and obligations as described therein with respect to the 2000 Expenditure Plan, and shall have the membership required thereby.

5.3 Alameda County Transportation Advisory Committee. ACTAC shall be composed of staff representatives from the planning and public works departments (where applicable), from each of the following: Alameda CTC, each City, the County, each Member Transit Agency, the Livermore Amador Valley Transit Agency, the Port of Oakland, the Metropolitan Transportation Commission, the Association of Bay Area Governments, and Caltrans. Each representative shall have one vote. ACTAC may form subcommittees as necessary. The Executive Director or his/her designee shall preside over the meetings of the ACTAC.

5.4 Other Advisory Committees. The Commission shall establish and appoint such advisory committees as it deems necessary, and as may be required by the Expenditure Plans or applicable statutes.

5.5 Compensation of Advisory Committee Members and Alternates. Any person appointed as a member or alternate to, and participating as a voting representative at a meeting of, any Advisory Committee shall be compensated at the rate of \$50 for each such meeting.

Notwithstanding the foregoing, no compensation shall be payable hereunder to any representative of ACTAC.

5.6 Geographic Area Meetings. Meetings of representatives (including Commission Members, Alternates and ACTAC members) from a Geographic Area may be called on an as-needed basis by the Chair, the Executive Director, or by two or more Commission Members from a Geographic Area. Such meetings are intended to provide an opportunity to discuss matters of common interest and to advise the Commission on matters affecting the Geographic Area.

5.7 Staff Support. The Executive Director shall designate one or more Staff members to aid each advisory committee in its work.

5.8 Representation on External Committees and Agencies. The Chair or the Commission may designate either Commission Members, Alternates, or members of Staff, as may be deemed appropriate, to serve as the designated representative(s) of Alameda CTC on any outside committees or agencies. Such representative(s) shall make a good faith effort to represent the position of the Commission on any matter on which the Commission has taken an official position or has otherwise taken formal action. Such appointments shall include provisions for the designation of alternates and of term of the appointment where appropriate.