



Memorandum

DATE: February 21, 2011

TO: Alameda County Transportation Commission

FROM: Tess Lengyel, Programs and Public Affairs Manager
Beth Walukas, Planning Manager

SUBJECT: Call for Projects: Alameda CTC Process

Recommendation

Staff recommends approval of the process and timeline for implementation of the MTC-directed Call for Projects for the Regional Transportation Plan (RTP) and development of the Sustainable Communities Strategy (SCS) in Alameda County. This Call for Projects will be used to support the update of the Countywide Transportation Plan (CWTP) and development of a new Transportation Expenditure Plan (TEP), which may be placed on the November 2012 ballot.

Summary

This memo summarizes how Alameda CTC will meet the requirements of MTC's Call for projects and details how project and program submissions will be sought, evaluated, approved and submitted to MTC by the April 29, 2011 deadline. The Alameda CTC schedule is included in Table 1 and requires that Alameda County jurisdictions submit projects and programs to the Alameda CTC, using the MTC web-based application, by no later than April 12, 2011. This due date is necessary to allow the Alameda CTC to perform the required evaluations and to package a list for submission to MTC by April 29, 2011. The submittal will occur in two steps. The Alameda CTC will submit a draft list that meets the \$11.75 Billion county-share allocation by the April deadline followed by a final list in May. This is to ensure that the proposed list of projects and programs is presented for comment to all Alameda CTC committees, including the Alameda County Technical Advisory Committee (ACTAC), the CWTP-TEP Community and Technical Advisory Working Groups, the CWTP-TEP Steering Committee, the Planning, Policy and Legislation Committee, a public hearing, and adoption of a final list by the full Commission on May 26, 2011.

Discussion

The update of the RTP and development of the SCS includes a series of efforts and evaluation processes for integrating the first Bay Area SCS in accordance with SB 375 with the proposed transportation system. This effort includes the following:

- Development of performance goals and targets (*adopted January 2011*)
- Development of an Initial Vision Scenario, which takes the currently planned land use in the nine-county region adds housing and employment to address the projected population

that must be accommodated in the region as required by SB 375 and overlays the Transportation 2035 RTP transportation system with some augmented services (*to be released March 11, 2011*)

- A call for projects (*released February 14, 2011 to the CMAs and a web based application available March 1, 2011*) for potential projects and programs.
- A performance assessment of projects and programs submitted during the Call for Projects from which projects for the Detailed SCS Scenarios will be selected (*May through July 2011*)
- Development and evaluation of Detailed SCS scenarios using information from the Initial Vision Scenario and the selected projects resulting from the performance assessment (*July through September 2011*).
- After further evaluation and repackaging on how detailed scenarios are meeting goals, a Preferred SCS will be developed and adopted and will be included in the environmental impact report review with the RTP (*adoption expected January/February 2012*)
- Adoption of a Final SCS/RTP (*April 2013*)

The Alameda CTC is concurrently working on the update of the CWTP and development of a new TEP, both of which will inform the RTP and SCS. The county-level plans development is in sync with the regional efforts and this memo recommends the process for administering the MTC-directed call for projects in Alameda County, which has been delegated to the CMAs to implement.

Call for Projects

MTC is delegating the implementation of the call for projects to each of the Congestion Management Agencies (CMAs) for county-level coordination, packaging and submission to MTC. This effort is being done on a tight schedule to meet the developmental deadlines of the SCS/RTP, and for CWTP-TEP in Alameda County.

Draft guidance for the Call for Projects was issued by MTC at the end of January and final guidance submitted to the CMAs on February 14, 2011. Implementation of the call and evaluation of the project and program submittals will also be guided by several sets of policies and procedures, some of which are still going through the approval processes by MTC, ABAG and Alameda CTC in February, March and April.

In January, MTC adopted the RTP/SCS goals and performance targets, which will be used to evaluate projects and programs in meeting both statutory and voluntary performance targets. In addition, draft policies regarding committed funds and projects, as well as project performance assessments are currently in circulation for review and are expected to be adopted in April 2011. Meanwhile, MTC's schedule for the call for projects is as follows:

- Issue Call for Projects Letter to CMAs February 14, 2011
- Open Online Project Application Form for Use by CMAs/ Project Sponsors: March 1, 2011
- Close of Project Submittal Period April 29, 2011 (See Table 1 for Alameda CTC's submission deadline of April 12, 2011)
- MTC Conducts Project-Level Performance Assessment and Selection Process for Projects for Detailed SCS Scenarios: May through July 2011

According to MTC's guidance for implementation of the call for projects (see Attachment A, MTC' Call for Projects), there are seven specific efforts the CMAs must do as part of the call. MTC's requirements are shown below in bold, and Alameda CTC's approach is detailed in italics:

1. Public Involvement and Outreach:

a) Conduct countywide outreach to stakeholders and the public to solicit project ideas.

The Alameda CTC has adopted a public involvement strategy for the development of the CWTP-TEP, which includes informing stakeholders and the public about the call for projects and seeking public comment on project and program ideas. This effort will be done through its technical and community advisory working groups, as well as through targeted countywide outreach that seeks feedback on potential projects and programs using a specifically designed Toolkit and questionnaire, which will be used at meetings and will also be placed on the Alameda CTC webpage. This outreach effort is broad-based, addresses language and access needs, and will be conducted throughout the county. Information about the call, submission processes and decision-making timelines are included on the agency website. Five public meetings are scheduled in each area of the County to also share information and solicit project and program feedback. These include the following 2011 dates, times and locations:

Thursday, February 24th — Oakland, 5:30-7:30pm

City of Oakland City Hall—Hearing Room 3 (1 Frank H. Ogawa Plaza)
5:30–6:00 pm—Informational Open House
6:00–7:30 pm—Workshop

Monday February 28th — Fremont, 6:30-8:30pm

Fremont Public Library—Fukaya Room A (2400 Stevenson Blvd.)
6:30–7:00 pm—Informational Open House
7:00–8:30 pm—Workshop

Wednesday March 9th — Hayward, 6:30-8:30pm

Hayward City Hall—Conference Room 2A (777 B Street)
6:30–7:00 pm—Informational Open House
7:00–8:30 pm—Workshop

Wednesday March 16th — San Leandro, 6:30-8:30pm

San Leandro Library—Karp Room (300 Estudillo Avenue)
6:30–7:00 pm—Informational Open House
7:00–8:30 pm—Workshop

Thursday, March 24th — Dublin, 6:30-8:30pm

Dublin Public Library—Community Meeting Room (200 Civic Plaza)

b) **Document the outreach effort undertaken for the local call for projects.** *Alameda CTC will provide an overall description of the outreach process including how project and program submissions were solicited, evaluated and recommended to MTC. Table 1 below describes the Alameda CTC timeline, public hearings and opportunities for public comment on the draft and recommended project and program lists that will be submitted to MTC. A fully documented summary of outreach, how the outreach followed MTC's Public Participation Plan, as well as comments received and responses to comments addressing project/program inclusion will be submitted to MTC.*

2. Agency Coordination: Work closely with local jurisdictions, transit agencies, MTC, Caltrans, and stakeholders to identify projects for consideration in the RTP/SCS. *Alameda CTC has begun and will continue to inform elected officials, the public, stakeholders, local jurisdictions, transit operators and other partners of the call for projects, submission timelines and public commentary periods, and will be responsible for assigning passwords to local jurisdiction staffs, fielding questions about the project application form, reviewing and verifying project information, and submitting projects to MTC.*

3. Title VI Responsibilities: Ensure the public involvement process provides underserved communities access to the project submittal process as in compliance with Title VI of the Civil Rights Act of 1964. *Alameda CTC has developed a public participation approach specifically designed for broad engagement, which will also address the Title VI requirements. The CWTP is subject to Title VI and therefore, all work associated with the update of the CWTP has been planned to meet these requirements and will be documented as described above.*

4. County Target Budgets: Ensure that the County project list fits within the target budget defined by MTC for the county. *Alameda CTC will use the targeted budget of \$11.76 Billion supplied by MTC as a starting point to guide the County's recommended project list with the understanding that additional work will be conducted after the call for projects to hone in on a more financially constrained list of projects and programs that fit within the RTP/SCS financially constrained envelope. The final list of projects and programs included in the CWTP and TEP will not necessarily be as constrained as the list submitted to MTC for inclusion in the RTP.*

5. Cost Estimation Review: Establish guidelines for estimating project costs. *Alameda CTC has developed a cost estimating guide specifically for use with this call for projects and which may also be used for a second more refined effort related to projects that could be included in the TEP. The Alameda County cost estimating guidelines will be finalized in February for use in this call and will be placed on the Alameda CTC website by February 28, 2011. All project submittals will be evaluated prior to submission to MTC to ensure that appropriate cost estimates were used.*

6. General Project Criteria: Identify whether projects meet basic project parameters and criteria as outlined by MTC. *Alameda CTC will communicate MTC's criteria to project sponsors, encouraging submission of projects that support the goals and performance targets adopted by MTC in January 2011. These basic project criteria, which have been articulated in*

MTC's Call for Projects Guidance, are as follows:

- Support the goals and performance targets of the RTP/SCS (See Attachment A, MTC's Call for Projects)
- Serves as a regionally significant component of the regional transportation network. A regionally significant transportation project serves regional transportation needs (such as access to and from the area outside of the region, major activity centers in the region, major planned development such as new retail malls, sports complexes, etc., or major transportation terminals as well as most terminals themselves.)
- Support focused growth by serving existing housing and employment centers – FOCUS Priority Development Areas
- Derives from an adopted plan, corridor study, or project study report (e.g., countywide transportation plan, regional bicycle plan, climate action plans, etc.)

Based on information that will be presented to the Committees and the Commission, there may be additional screening criteria proposed that reflect the goals and targets from the CWTP-TEP process. This process will build on on-going programs and information gathered from the Working Groups, Committees and the public participation process.

7. Programmatic Categories. *As directed in MTC's call for projects (Attachment A), Alameda CTC will group similar types of projects and programs that are exempt from regional air quality conformity and do not add capacity or expand the transportation network into broader programmatic categories. This process will build on on-going programs and information gathered from the Working Groups, Committees and the public participation process.*

Alameda CTC Timeline for the Call for Projects

Table 1 describes the timeline for project and program solicitation, submission, evaluation, approvals and delivery to MTC. An Alameda County-specific project and program prioritization process is under development and is anticipated to be approved by the end of February. That process will help guide how projects and programs will be evaluated for inclusion in a list submitted to MTC.

Table 1: 2011 Call for Projects Timeline

Alameda CTC: CWTP-TEP Process Timeline		MTC/ABAG: SCS-RTP Process Timeline	
Activity	Date	Activity	Date
Update on Call for Projects	ACTAC: 2/1 CAWG: 2/3 TAWG: 2/10 SC: 2/24	Official Call for Projects Release to CMAs	February 14
Alameda CTC Issues Call for Projects Guidance and Schedule	February 25		
Alameda CTC issues access codes to Alameda County jurisdictions	March 1	MTC Web Based Application Available	March 1
MTC Training on on-line Application	March	Define Project Performance	Through April

		Assessment Methodology	
Update on Call for Projects	ACTAC: 3/1 CAWG: 3/3 TAWG: 3/10 PPLC/PPC: 3/14 SC: 3/24	Release Initial Vision Scenario	March 11. Seek stakeholder feedback through end of April
Sponsor Submittals to Alameda CTC	April 12, 5 p.m.		
Alameda CTC preliminary evaluations	April 12-21		
Mailout of Draft list to Steering Committee	April 21		
Steering Committee Meeting/Approval of DRAFT project/program list	April 28		
Submission of draft list to MTC	Friday, April 29		
Mailout of draft list to Alameda CTC Committees and Working Groups: ACTAC, CAWG, TAWG, PPLC and PPC	May 2		
Advisory Committee meetings discussion of draft list	ACTAC: 5/3 CAWG: 5/5 TAWG: 5/12	Adopt Project Performance Methodology	April 27
Revised list submitted to PPLC, PPC	May 6 (via email)		
PPLC/PPC Review final draft list	May 9		
Alameda CTC additional evaluation	May 10-19		
Steering Committee Mailout	May 19		
Steering Committee Meeting/Public Hearing/ Recommendation of final list to full Alameda CTC Commission for approval of project/program list	May 26		
Alameda CTC Commission Approval of Final project/program list	May 26		
Submission of list to MTC	Friday, May 27	MTC Project Performance Evaluation and Selection Process for Projects for Detailed SCS Scenarios	May – July

As part of this process, Alameda CTC will request feedback on the following items:

- a preliminary list of potential programs,
- the 2008 CWTP projects, and
- project and program ideas that are being collected from the outreach processes (workshops, on-line questionnaires, toolkit outreach, polling)

These lists will be brought through committees in March for feedback prior to the project and program submission deadlines.

Attachments

Attachment 7A of the Steering Committee Packet is the MTC February 14 Issuance of Call for Projects

