METROPOLITAN

TRANSPORTATION

COMMISSION

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Memorandum

TO: Partnership Technical Advisory Committee   DATE: January 31, 2011

FR: Sri Srinivasan, Ross McKeown, and Glen Tepke

RE: Regional Transportation Plan/Sustainable Communities Strategy - Needs Projections Approach

Overview:

The region's long-range plan, Regional Transportation Plan/Sustainable Community strategy (RTP/SCS) requires the calculation of both the operating and capital needs for the region's transportation network.

The region has engaged in significant policy discussions regarding transit operating needs, transit capital needs, local streets and roads needs, and state highway maintenance and operations needs in each of the previous long-range plans. With each plan, MTC has attempted to improve on the accuracy of regional need projections. To this end, this memo and attachments outline the planned approach for calculating the region's operating and capital needs.

Timeline

The RTP/SCS planning effort consists of four phases, as outlined below. The needs approach effort falls under Phase Two of the planning process.

- Phase One: Performance Targets and Initial Vision Scenario
  March 2010 – February 2011

- Phase Two: Scenario Planning, Transportation Policy and Investment Dialogue, and Regional Housing Need Allocation (RHNA)
  January 2011 – February 2012

  o <u>Local Streets and Roads Data Collection Timeline</u>
     Issue Call for Data – November 2, 2011

     Data due from Jurisdictions – December 31, 2011

  o <u>Regional Transit Capital Inventory (RTCI) Timeline</u>
     Issue Call for Data – November 17, 2010

     Data due from Operators – January 20, 2011

  o <u>Transit Operating Data Collection Timeline</u>
     Issue Call for Data – January 5, 2011

     Data due from Operators – February 16, 2011

- o State Highway Maintenance and Operation Needs Development
  MTC will work with Caltrans to obtain the State Highway Maintenance needs based
  on various State Highway Operation and Protection Program (SHOPP) documents
  and Caltrans's own maintenance analysis systems – Complete by late March 2011

- Phase Three: RHNA, Environmental/Technical Analysis and Plan Preparation
  March 2012 – October 2012

- Phase Four: Plan Adoption
  November 2012 – April 2013

Approach

MTC is working with transit operators, local jurisdictions, and Caltrans on significant data collection efforts with timelines highlighted above. The data have been requested for the period of the plan, from FY2010-11 through FY2039-40. This data will then be analyzed to come up with local streets and roads maintenance needs, transit capital needs and transit operating needs, and State highway needs. Attachments A, B and C detail the individual approach methodologies.

Attachments:

i. Attachment A - RTP/SCS - Needs Projections Approach - Local Streets and Roads Needs
ii. Attachment B - RTP/SCS - Needs Projections Approach - Transit Capital Needs
iii. Attachment C – RTP/SCS - Needs Projections Approach - Transit Operating Needs

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Attachment A
Draft Call for Projects Guidance

Project sponsors with projects vying for future state or federal funding must have their project identified in the financially constrained RTP/SCS. CMAs will be the main point of contact for local sponsoring agencies and members of the public submitting projects for consideration for inclusion in the 2013 SCS/RTP. Sponsors of multi-county projects (i.e. Caltrans, BART, Caltrain, etc.) may submit directly to MTC. Members of the public are eligible to submit projects, but must secure a public agency sponsor and coordinate the project submittal with their CMA.

CMAs will assist MTC with the Call for Projects by carrying out the following activities:

1. **Public Involvement and Outreach**
   - *Conduct countywide outreach to stakeholders and the public to solicit project ideas.* CMAs will be expected to implement their public outreach efforts in a manner consistent with MTC's Public Participation Plan (MTC Resolution No. 3821), which can be found at http://www.onebayarea.org/get_involved.htm. CMAs are expected, at a minimum, to:
     o Explain the local Call for Projects process, informing stakeholders and the public about the opportunities for public comments on project ideas and when decisions are to made on the list of projects to be submitted to MTC;
     o Hold public meetings and/or workshops at times which are conducive to public participation to solicit public input on project ideas to submit;
     o Hold at least one public hearing providing opportunity for public comment on the list of potential projects prior to submittal to MTC;
     o Post notices of public meetings and hearing(s) on their agency website; include information on how to request language translation for individuals with limited English proficiency. If agency protocol has not been established, please refer to MTC's Plan for Assisting Limited English Proficient Populations.
     o CMA staff will be expected to provide MTC with a link so the information can also be viewed on the website OneBayArea.org;
     o Hold public meetings in central locations that are accessible for people with people with disabilities and by public transit;
     o Offer language translations and accommodations for people with disabilities, if requested at least three days in advance of the meeting.

   - *Document the outreach effort undertaken for the local call for projects.* CMAs are to provide MTC with:
     o A description of how the public was involved in the process for nominating and/or commenting on projects for inclusion in the RTP/SCS. Specify whether public input was gathered at forums held specifically for the RTP/SCS or as part of an outreach effort associated with, for example, an update to a countywide plan;
     o A description of how the public engagement process met the outreach requirements of MTC's Public Participation Plan, including how the CMA ensured full and fair participation by all potentially affected communities in the project submittal process.
     o A summary of comments received from the public, with an indication of how public comments helped inform the recommended list of projects submitted by the CMA. Or conversely, a rationale should be provided if comments from the public were not able to be accommodated in the list of candidate projects.

2. **Agency Coordination**
   - *Work closely with local jurisdictions, transit agencies, MTC, Caltrans, and stakeholders to identify projects for consideration in the RTP/SCS.* CMAs will assist with agency coordination by:
     - o Communicating this Call for Projects guidance to local jurisdictions, transit agencies, Caltrans, and stakeholders and coordinate with them on the online project application form by assigning passwords, fielding questions about the project application form, reviewing and verifying project information, and submitting projects as ready for review by MTC
     - o Working with members of the public interested in advancing a project idea to find a public agency project sponsor, and assisting them with submitting the project to MTC;
     - o Developing freeway operations and capacity enhancement projects in coordination with MTC and Caltrans staff.
     - o Developing transit improvements in coordination with MTC and transit agency staff.

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.*
     - o Assist community-based organizations, communities of concern, and any other underserved community interested in submitting projects;
     - o Remove barriers for persons with limited English proficiency to have access to the project submittal process;
     - o For additional Title IV outreach strategies, please refer to MTC's Public Participation Plan found at: http://www.onebayarea.org/get_involved.htm

4. **County Target Budgets**
   - *Ensure that the County project list fits within the target budget defined by MTC for the county.*
     - o MTC will assign counties a target budget based on a population share formula with an additional 75% mark up of the preliminary estimated discretionary funds. This formula approach is consistent with the formula used in Transportation 2035 Plan.
     - o County target budgets are intended as a starting point to guide each CMA in recommending a project list to MTC by providing an upper financial limit.
     - o County target budgets are not intended as the financially constrained RTP/SCS budget. CMAs and MTC will continue to discuss further and select projects later in the process that fit the RTP/SCS financially constrained envelope.

5. **Cost Estimation Review**
   - *Establish guidelines for estimating project costs.* CMAs are to establish cost estimation guidelines for use by project sponsors. The guidelines may be developed by the CMAs or CMAs can elect to use other accepted guidelines produced by local, state or federal agencies. MTC has identified the following cost estimation guidelines available for use:

- o Federal: National Cooperative Highway Research Program's Guidance for Cost Estimation and Management for Highway Projects During Planning, Programming, and Preconstruction (http://onlinepubs.trb.org/onlinepubs/nchrp/nchrp_w98.pdf)
  - o State: Caltrans' Project Development Procedures Manual Chapter 20, Project Development Cost Estimates (http://www.dot.ca.gov/hq/oppd/pdpm/chap_pdf/chapt20.pdf)
  - o Local: Contra Costa Transportation Authority (CCTA) Cost Estimation Guide (http://ccta.net/assets/documents/Cost_Est_Guide_Documentation.pdf)
- *Review and verify with MTC that each project has developed an appropriate cost estimate prior to submittal.*

6. **General Project Criteria**
   - *Identify whether projects meet basic project parameters as outlined by MTC.* CMAs will encourage project sponsors to submit projects which meet one or more of the general criteria listed below:
     - o Supports the goals and performance targets of the RTP/SCS (see **Attachment A.1**);
     - o Serves as a regionally significant component of the regional transportation network;
     - o Derives from an adopted plan, corridor study, or project study report (e.g., countywide transportation plan, regional bicycle plan, Freeway Performance Initiative corridor study, etc.);
     - o Supports focused growth by serving existing housing and employment centers within the existing urban footprint and/or urban growth boundaries.

7. **Programmatic Categories**
   - CMAs should group similar projects, which are exempt from regional air quality conformity that do not add capacity or expand the transportation network into broader programmatic categories rather than submitting them as individual projects for consideration in the RTP/SCS. See **Attachment A.2** for guidance on the programmatic categories.

Timeline

Task	Date
Review and Solicit Input on Draft Call for Projects Guidance	PTAC: January 31, 2011 RAWG: February 1, 2011 Policy Advisory Council: February 9, 2011
MTC Planning Committee for Information	February 9, 2011
Issue Call for Projects Letter to CMAs	February 10, 2011
Open Online Project Application Form for Use by CMAs/ Project Sponsors	March 1, 2011
Close of Project Submittal Period	April 29, 2011
MTC Conducts Project-Level Performance Assessment and Selection Process for Projects for Detailed SCS Scenarios	May – July 2011

Attachment A.1
RTP/SCS Goals and Performance Targets

Goal	Performance Target
Climate Protection Dealing effectively with the challenge of climate change involves communities far beyond the shores of San Francisco Bay. Indeed, Senate Bill 375 requires metropolitan areas throughout California to reduce greenhouse gas emissions from cars and trucks. Furthermore, our region must safeguard the shoreline due to sea-level rise through adaption strategies. By combining aggressive policies with innovative technologies, the Bay Area can act as a model for other regions around the state and nationwide.	Reduce per-capita CO_2 emissions from cars and light-duty trucks by 15%
Adequate Housing A diverse and sufficient housing supply is essential to maximize livability for all Bay Area residents. The region aspires not only to ensure affordability and supply of housing for peoples of all income levels and in all nine counties, but also to reduce the concentration of poverty in low-income communities of concern.	House 100% of the region's projected 25-year growth by income level (very-low, low, moderate, above-moderate) without displacing current low-income resident

Healthy & Safe Communities
Promoting healthy and safe communities includes improving air quality, reducing collisions and encouraging more bicycle and pedestrian travel. While policy choices by regional agencies can help influence land-use decisions and the operation and design of transportation infrastructure, local governments have the biggest role to play. Cities' and counties' land-use authority directly shapes the development patterns that guide individuals' travel choices.
	o Reduce premature deaths from exposure to particular emissions:
	  • Reduce premature deaths from exposure to fine particulates (PM2.5) by 10%
	  • Reduce coarse particulate emissions (PM10) by 30%
	  • Achieve greater reductions in highly impacted areas
	  Associated Indicators
	  • Incidence of asthma attributable to particulate emissions
	  • Diesel particulate emissions
	o Reduce by 50% the number of injuries and fatalities from all collisions (including bike and pedestrian)
	o Increase the average time walking or biking per person per day for transportation by 60% (for an average of 15 minutes per person per day)

Open Space & Agricultural Preservation Limiting urban sprawl will help preserve productive agricultural lands and prime natural habitat, in addition to maintaining public access to shorelines, mountains, lakes and rivers. As open space and farmlands are essential to the Bay Area's quality of life, the region	Direct all non-agricultural development within the urban footprint (existing urban development and urban growth boundaries) • Scenarios will be compared to 2010 urban footprint

Attachment A.1: RTP/SCS Goals and Performance Targets
January 31, 2011
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Goal	Performance Target
should focus growth in existing urban areas rather than pursue additional development in outlying areas.	for analytical purposes only
Equitable Access A high quality of life is not a privilege reserved only for the wealthy. Regional agencies must work to ensure that high-quality housing is available for people of all incomes; that essential destinations may be reached at a minimal cost of time or money; that mobility options are available not only to those who can transport themselves but also to our growing populations of senior and disabled residents; that the benefits and burdens alike of transportation investment are evenly distributed; and that air pollution, water pollution or noise pollution are not disproportionately concentrated in low-income neighborhoods.	Decrease by 10% the share of low-income and lower-middle income residents' household income consumed by transportation and housing
Economic Vitality A strong economy is imperative to ensure continued quality of life for all Bay Area residents. This includes a healthy climate for business and growth, and plentiful employment opportunities for individuals of all skill levels and industries. Savvy transportation and land-use policies in pursuit of this goal will not only reduce travel times but also expand choices, cut total costs, improve accessibility, and boost reliability.	Increase gross regional product (GRP) by 87% – an average of 2.1% per year (in current dollars)

Transportation System Effectiveness
Maximizing the efficiency of the transportation system requires preserving existing assets in a state of good repair as well as leveraging assets that are not fully utilized and making targeted, cost-effective improvements. Continued maintenance is necessary to protect safety, minimize vehicle damage, support infill development in existing urban areas and promote economic growth regionwide.
	o Decrease average per-trip travel time by 10% for non-auto modes
	o Decrease automobile vehicle miles traveled per capita by 10%
	o Maintain the transportation system in a state of good repair:
	  • Increase local road pavement condition index (PCI) to 75 or better
	  • Decrease distressed lane-miles of state highways to less than 10% of total lane-miles
	  • Reduce average transit asset age to 50% of useful life

Infrastructure Security The potential for damage from natural or manmade disasters is a threat to the security of Bay Area infrastructure. To preserve the region's economic vitality and quality of life, Bay Area government officials — in cooperation with federal and state agencies — must work to prevent damage to infrastructure systems and to minimize the potential impacts of any future disasters. Funding priorities must reflect the need to ensure infrastructure security and to avoid any preventable loss of life.	

Attachment A.2
Programmatic Categories

Programmatic categories are groups of similar projects, programs, and strategies that are included under a single group for ease of listing in the RTP/SCS. Projects within programmatic categories must be exempt from regional air quality conformity. Projects that add capacity or expand the network are not included in a programmatic category. Projects that do not fit within the identified programmatic categories are listed separately in the RTP/SCS. Programmatic categories are listed below.

1. **Bicycle/Pedestrian Expansion** (new facilities, expansion of existing bike/pedestrian network)
2. **Lifeline Transportation** (Community Based Transportation Plans projects such as information/outreach projects, dial-a-ride, guaranteed ride home, paratransit, non-operational transit capital enhancements (i.e. bus shelters). Does not include fixed route transit projects.)
3. **Transit Enhancements** (ADA compliance, mobility and access improvements, passenger shelters, informational kiosks)
4. **Bicycle/Pedestrian Enhancements** (enhancements, streetscapes, TODs, ADA compliance, mobility and access improvements)
5. **Transit Management Systems** (TransLink®, Transit GPS tracking systems (i.e. Next Bus))
6. **Local Road Safety** (shoulder widening, realignment, non-coordinated signals)
7. **Highway Safety** (implementation of Highway Safety Improvement Program, shoulder improvements, guardrails, medians, barriers, crash cushions, lighting improvements, fencing, increasing sight distance, emergency truck pullovers)
8. **Transit Safety and Security Improvements** (Installation of security cameras)
9. **Regional Air Quality and Climate Protection Strategies** (outreach programs and non-capacity projects specifically targeting regional air quality and climate protection strategies)
10. **Local Air Quality and Climate Protection Strategies** (outreach programs and non-capacity projects specifically targeting local air quality and climate protection strategies)
11. **Regional Planning and Outreach** (regionwide planning, marketing, and outreach)
12. **Transportation Demand Management** (continuation of ridesharing, shuttle, or vanpooling at current levels)
13. **Non-Capacity Increasing Local Road Intersection Modifications and Channelization**
14. **Non-Capacity Increasing State Highway Enhancements** (noise attenuation, landscaping, roadside rest areas, sign removal, directional and informational signs)
15. **Freeway/Expressway Incident Management** (freeway service patrol, call boxes)
16. **Non-Capacity Increasing Freeway/Expressway Interchange Modifications** (signal coordination, signal retiming, synchronization)
17. **Freeway/Expressway Performance Management** (Non-ITS Elements, performance monitoring, corridor studies)
18. **Bicycle/Pedestrian Facilities Rehabilitation**
19. **Non-Capacity Increasing Local Road Rehabilitation** (Pavement resurfacing, skid treatments)
20. **Non-Capacity Increasing Local Bridge Rehabilitation/Replacement/Retrofit**
21. **Transit Guideway Rehabilitation**
22. **Transit Station Rehabilitation**
23. **Transit Vehicle Rehabilitation/Replacement/Retrofit**
24. **State Highway Preservation** (Caltrans SHOPP, excluding system management)
25. **Toll Bridge Rehabilitation/Replacement/Retrofit**
26. **Local Streets and Roads O&M** (Ongoing non-capital costs, routine maintenance)
27. **Transit O&M** (Ongoing non-capital costs, preventive maintenance)
28. **Transit Operations Support** (purchase of operating equipment such as fareboxes, lifts, radios, office and shop equipment, support vehicles)
29. **State Highway O&M** (Caltrans non-SHOPP maintenance, minor 'A' and 'B' programs)