



BOARD MEETING NOTICE
Thursday, March 24, 2011, 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

Mark Green

Chair

Scott Haggerty

Vice Chair

Commission Vice Chair

Scott Haggerty, Supervisor – District 1

AC Transit

Greg Harper, Director

Arthur L. Dao

Executive Director

Gladys V. Parmelee

Interim Clerk of the Commission

Alameda County

Supervisors

Nadia Lockyer – District 2

Wilma Chan – District 3

Nate Miley – District 4

Keith Carson – District 5

AGENDA

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

BART

Thomas Blalock, Director

City of Alameda

Beverly Johnson, Councilmember

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

Marshall Kamena, Mayor

City of Newark

Luis Freitas, Vice Mayor

City of Oakland

Councilmembers

Larry Reid

Rebecca Kaplan

City of Piedmont

John Chiang, Vice Mayor

City of Pleasanton

Jennifer Hosterman, Mayor

City of San Leandro

Joyce R. Starosciak, Councilmember

Executive Director

Arthur L. Dao

1 Pledge of Allegiance

2 Roll Call

3 Public Comment

Members of the public may address the Board 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’s Report

5 Approval of Consent Calendar

I/A

5A. Minutes of February 24, 2011 – **page 1**

5B. Approval of the 2011 CMP Update: CMP Issues Review and Recommendations – **page 9**

5C. Approval of Amendment No. 1 to the On-Call Modeling Contract with Dowling Associates, Inc. and Extend Contract Expiration Date – **page 59**

- 5D. Approval of One Year Extension of Project Monitoring Contract with Advance Project Delivery Inc. (APDI) – **page 61**
- 5E. Approval of Certifications and Assurances for the Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Program – **page 63**
- 5F. Transportation Fund for Clean Air (TFCA) Programs
 - 5F.1 Approval of Alameda CTC TFCA Program Guidelines – **page 71**
 - 5F.2 Approval of Alameda CTC TFCA Program FY 2011/12 Expenditure Plan – **page 81**
 - 5F.3 Review of Summary of the TFCA Applications Received for FY 2011/12 Program – **page 87**
- 5G. Review of Vehicle Registration Fee Program Status – **page 89**
- 5H. Approval of Deadline Extension for Environmental Clearance and/or Full Funding for Two Specific Capital Projects in the Measure B Transportation Sales Tax Program: Route 92/Clawiter-Whitesell Interchange and Reliever Route (ACTIA 15); and Dumbarton Rail Corridor (ACTIA 25) – **page 91**
- 5I. Approval of CMA TIP Funding for the East Bay SMART Corridor – **page 97**
- 5J. Approval of Right of Way Transfer from ACTIA to Caltrans for ACTIA 12 – I580/ Castro Valley Interchanges Improvement Project – **page 99**
- 5K. Approval of Countywide Safe Routes to Schools Program Scope of Services and RFP Implementation Timeline – **page 101**
- 5L. Approval and Adoption of Fiscal Year 2011-2012 Alameda County Congestion Management Agency's (ACCMA) Member Agency Fee Schedule – **page 113**
- 5M. Approval of Loan Program Between the Alameda County Transportation Authority (ACTA) and the Alameda County Congestion Management Agency (ACCMA) – **page 117**
- 5N. Approval of the ACCMA's Small Business Enterprise (SBE) and Local Business Enterprise (LBE) Fiscal Year-to-Date Reports and Disadvantaged Business Enterprise (DBE) Quarterly Report for the Period of October 1, 2010 through December 31, 2010 – **page 121**
- 5O. Approval of ACTIA's Semi-Annual Local Business Contract Equity Program Utilization Report of Local Business Enterprises and Small Business Enterprises for the Period of July 1, 2010 through December 31, 2010 – **page 129**
- 5P. Approval of Appointments to the Community Advisory Committees – **page 143**

6 Community Advisory Committee Reports – (Time Limit: 3 minutes per speaker)

- 6A. Bicycle and Pedestrian Advisory Committee – Midori Tabata, Chair – **page 151**
- 6B. Citizens Advisory Committee – Barry Ferrier, Chair – **page 153**
- 6C. Citizens Watchdog Committee – James Paxson, Chair – **page 155**
- 6D. Paratransit Advisory and Planning Committee – Sylvia Stadmire – **page 157**

7 Planning, Policy and Legislation Committee Action Items I/A

- 7A. Presentation on Implementation of the Bay Area Air Quality Management District's Revised CEQA Guidelines – (Handout at Meeting)
- 7B. Review of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/Transportation Expenditure Plan (TEP) Information – **page 163**
- 7C. Update on the Sustainable Communities Strategy Initial Vision Scenario – **page 173**
- 7D. Review of the Call for Projects and Programs Call for the Countywide and Regional Transportation Plans – **page 183**
- 7E. Legislative Update and Approval of Positions on Bills – **page 227**

8 Programs and Projects Committee Action Items

ON CONSENT

9 Finance and Administration Committee Action Items

ON CONSENT

10 CLOSED SESSION I

- 10A. Closed Session: Confer with legal counsel regarding personnel matters pursuant to Government Code §54957
- 10B. Report on Closed Session

11 Staff Reports (verbal)

- 11A. Letter to California High-Speed Rail Authority to Request to Consider Full High Speed Rail Service to Eastern Alameda County – **page 241**

12 Adjournment: Next Meeting – April 28, 2011 at 2:30 PM

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

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

March 2011 Meeting Schedule: Some dates are tentative. Persons interested in attending should check dates with Alameda CTC staff.

Citizens Advisory Committee (CAC)	5:30 pm	April 21, 2011	1333 Broadway Suite300
Citizens Watchdog Committee (CWC)	6:30 pm	No Meeting	1333 Broadway Suite300
Alameda County Transportation Advisory Committee (ACTAC)	1:30 pm	April 5, 2011	1333 Broadway Suite 300
I-680 Sunol Express Lane Joint Powers Authority	9:30 am	April 11, 2011	1333 Broadway Suite 300
I-580 Policy Advisory Committee (PAC)	9:45 am	April 11, 2011	1333 Broadway Suite 300
Planning, Policy and Legislation Committee (PPLC)	11:00 am	April 11, 2011	1333 Broadway Suite 300
Programs and Projects Committee (PPC)	12:15 pm	April 11, 2011	1333 Broadway Suite 300
Finance and Administration Committee (FAC)	1:30 pm	April 11, 2011	1333 Broadway Suite 300
Bicycle and Pedestrian Advisory Committee	5:30 pm	April 14, 2011	1333 Broadway Suite300
Paratransit Technical Advisory Committee	9:30 am	April 12, 2011	1333 Broadway Suite 300
Paratransit Advisory and Planning Committee and Joint TAC Committee	1:00 pm	April 25, 2011	1333 Broadway Suite 300
Countywide Transportation Plan and Expenditure Plan Development Steering Committee (CWTP-TEP)	12:00 pm	April 28, 2011	1333 Broadway Suite 300
Alameda CTC Board Meeting	2:30 pm	Next Meeting is on April 28, 2011	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 FEBRUARY 24, 2011
OAKLAND, CALIFORNIA

1. Call to Order/Pledge of Allegiance

2. Roll Call

Parmelee 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

Chair Green informed the Commission that Adrienne Tissier, San Mateo County Supervisor, and Councilmember Amy Worth, representing the Cities of Contra Costa County, are the new Chair and Vice Chair, respectively, of the Metropolitan Transportation Commission.

5. Approval of Consent Calendar

5A. Minutes of January 27, 2011

5B. Approval of Tri-Valley Triangle Study Final Plan Recommendations: Projects Re-Sequencing

5C. Receive Presentation on Bay Bridge Crossing Study

5D. Receive Report on Environmental Documents/General Plan Amendments Reviewed

5E. Review Compliance Audits and Reports

5F. State Transportation Improvement Program (STIP) Extension Requests:

5F.1 Approve Allocation Deadline Extension for the City of Dublin Alamo Canal Regional Trail, I-580 Undercrossing Project

5F.2 Approve Allocation Deadline Extension for the City of Oakland Coliseum BART Pedestrian Improvements Project

5F.3 Approve Allocation Deadline Extension for the City of Berkeley Bay Trail Extension Segment One Project

5F.4 Approve Allocation Deadline Extension for the Alameda CTC/ACCMA I-580 San Leandro Landscape Project

5G. Monitoring Reports:

5G.1 Approve State Transportation Improvement Program (STIP) At Risk Report

5G.2 Approve Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report

5G.3 Approve CMA Exchange Program Quarterly Status Report

5G.4 Approve Transportation Fund for Clean Air (TFCA) Program At Risk Report

5H. Measure B Grant Amendments: Approve Authorization to Reinstate and Extend Paratransit Gap Grant for AC Transit New Freedom Grant Match Project

5I. Approve Extension of Construction Management Contract for I-680 HOV/ Express Lane Project.

- 5J. Approve Extension of Construction Management Contract for I-580 Eastbound HOV Lane Project.
- 5K. Review of Construction Management Services for the I-80 Integrated Corridor Mobility Project/Project #3 Traffic Operations System Project and Project #6 San Pablo Corridor Arterial and Transit Improvement Project.
- 5L. Approval of FY2010-11 Consolidated Mid-Year Investment Report
- 5M. Approval of ACTIA's FY 2010-11 Mid-Year Budget Update and Statement of Revenues and Expenditures
- 5N. Approval of ACCMA's FY 2010-11 Mid-Year Financial Update
- 5O. Approval of Appointments to the Community Advisory Committees

A motion to approve the consent calendar was made by Councilmember Henson; a second was made by Mayor Hosterman. The motion passed 18-0.

6. Community Advisory Committee Reports

6A. Bicycle and Pedestrian Advisory Committee (BPAC)

Midori Tabata stated that BPAC last met on February 10, 2011 and although they did not have a quorum they discussed the vision networks to the bicycle and pedestrian plan updates. They also discussed Measure B Bicycle/Pedestrian Discretionary Fund and they recommended: (a) timing and funding for next grant cycle; (b) extension of current program grants; and (c) proposed matching funds policy. They will revisit this item again at their next meeting in April. She added that currently there are 10 members of BPAC with one vacancy.

6B. Citizens Advisory Committee (CAC)

Barry Ferrier stated that their last meeting was in January. He said that they had training on the use of the CWTP-TEP public outreach tool kit and they have also turned in some completed questionnaires. Their next meeting is on April 21, 2011 at the Dublin City Hall. He also said that CAC is experiencing problems with attendance and there are members who have missed three meetings. He requested that those who have not been attending be replaced and appointments be made to fill the nine vacancies.

6C. Citizens Watchdog Committee (CWC)

CWC did not meet last month and there was no report.

6D. Paratransit Advisory and Planning Committee (PAPCO)

There was no report.

7. Planning, Policy and Legislation Committee Action Items

7A. Review Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/Transportation Expenditure Plan Information

Beth Walukas summarized the countywide and regional planning activities and meetings for the next three months. She said that staff will submit monthly reports to ACTAC, PPLC, Alameda CTC Board and the different citizens' advisory committees to keep the members updated on the various regional and countywide planning activities, alert Committee members about issues and opportunities requiring input in the near term, and provide a more timely feedback. She reported that the SCS presentations to Boards and Councils are nearly complete and that every jurisdiction will have received a presentation. She pointed out that the Initial Vision Scenario will be released by MTC and ABAG on March 11 and that

there are four public presentations for elected officials scheduled in Alameda County. These presentations are being coordinated with other public outreach activities whenever possible.

7B. Receive Update on MTC's Call For Projects Process

Tess Lengyel gave an update on the Regional Transportation Plan/Sustainable Communities Strategy – call for Projects. She said that MTC has requested the assistance of the nine Congestion Management Agencies (CMA) in the region to coordinate project submittals for their respective counties and although Caltrans and multi-county transit operators may submit directly to MTC, coordination with the CMA is encouraged. Project submittals are due to MTC on April 29, 2011. She discussed how staff will meet the requirements of MTC's Call for Projects, how project and program submissions will be sought, evaluated, approved and submitted. She said that Alameda County jurisdictions are required to submit to the Alameda CTC, using the MTC web-based application, no later than April 12, 2011. A draft list will be submitted to MTC that meets the \$11.76 Billion county-share allocation by April 29 followed by a final list in May. The proposed final list of projects and programs will be presented in May to Alameda CTC committees, including ACTAC, CWTP-TEP Community and Technical Advisory Working Groups, CWTP-TEP Steering Committee, the Projects and Programming Committee, the Planning, Policy and Legislation Committee, and a public hearing and adoption of a final list by the full Commission is scheduled for May 26, 2011. She recommended approval of the process and timeline implementation of the MTC's Call for Projects for the Regional Transportation Plan and development of the Sustainable Communities Strategy in Alameda County. She added that this Call for Projects will be used to support the update of the Countywide Transportation Plan and development of a new Transportation Expenditure Plan which may be placed on the November 2012 ballot. A motion to approve staff recommendation was made by Mayor Kamena; a second was made by Councilmember Starosciak. The motion passed 23-0

7C. Discussion of MTC's Committed Funding and Project Policy

Beth Walukas reported that MTC staff has prepared a Preliminary Draft Committed Funds and Projects Policy for Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). The draft will update the Policy on prior commitments approved by the MTC Planning Committee for the Transportation 2035 Plan. It proposes a more limited set of criteria and opens up more funds for discretionary funding. A transportation project/program that meets any one of the following criteria would be deemed committed: (1) Project is under construction, as indicated by utility relocation or subsequent construction activities, or vehicle award by May 1, 2011. Proposition 1B CMIA and TCIP projects with full funding and approved baseline agreements as of February 2011; (2) Resolution 3434 Program - Project is under construction, as indicated by utility relocation or subsequent construction activities, or vehicle award, by May 1, 2011; and (3) Regional Programs with executed contracts through contract period only. Staff is developing comments on the draft policy recommending among others that (a) the cutoff point for determining when a project is committed should not be taken at the point of construction but at the draft environmental stage; and (b) sales tax projects should be considered committed because they were approved by local voters.

Supervisor Haggerty made a motion that staff submit comments to MTC to reconsider the criteria for committed projects and further staff should also submit comments to protect the Dumbarton Rail Funds or at least consider transit needs in Alameda County first. A second was made by Councilmember Worthington. The motion passed 23-0

7D. Legislative Update – Approval of legislative positions

Tess Lengyel stated that hearings are on-going on the State Budget and members of the Legislature are working to acquire 2/3 approval of statutory changes and placement of a ballot measure on a June special election to extend existing taxes to cover over \$12 billion of the \$24.5 billion state budget deficit. She added that there is significant support from agencies throughout the state for the Governor's proposal for transportation and reenactment of the gas tax swap approved by the Legislature in spring 2010. She also said that part of the Governor's budget proposal is to realign services from the state to local governments and to shift funding to local government to implement the programs, and noted the involvement of many of the County Board of Supervisors members. As with the realignment proposal, there is significant concern about the elimination of 400 redevelopment agencies (RDAs) throughout the state. Mayors from major cities met with the Governor to discuss alternatives to the elimination of the RDAs. Oakland Mayor Quan is one of the key players in this effort. She said that the staff will bring positions on bills to the Commission as they are introduced and has no recommended position on bills at the moment. On the federal update, Ms. Lengyel said that the President's budget was released on February 14th. The reauthorization proposal was also released on the same day. The current surface transportation bill extension expires on March 4th. Supervisor Haggerty requested that Lynn Suter's report include more on transportation and less on social services.

7E. Update on California High Speed Rail

Brent Ogden, consultant to the California High Speed Rail Authority (HSRA), gave a presentation on the Preliminary Alternative Analysis Report of the Altamont Corridor Rail Project. He said the study evaluated alignments, station locations and design options and included input and evaluation since May 2010. He stated that there were 31 alignment alternatives evaluated and 19 of these were carried forward. There were also 25 stations evaluated and 19 stations were carried forward. Supervisor Haggerty commented that the only way Alameda County will benefit from this project is by providing connections to San Francisco, Oakland, and San Jose via the existing Altamont Commuter Express Rail service and future connections to BART system in the Tri-Valley area of eastern Alameda County. He suggested that the Chair send a letter to the HSRA requesting them to consider full high speed rail service to eastern Alameda County. Councilmember Kaplan agreed with Supervisor Haggerty and suggested that the environmental impact report be reviewed and that the Alameda CTC aggressively pursue having the high speed rail connect to BART Coliseum or Union City stations. Arthur Dao stated that staff will review the environmental document and will prepare the letter.

8. Programs and Projects Committee Action Items

8A. Update on Countywide Safe Routes to Schools (SR2S) Program

Tess Lengyel stated that at the January 27th Commission meeting, it was requested that this item be brought forward this month to provide the opportunity to discuss the current implementation of this program. The four main areas of interest raised were: (a) Name and location of all schools with a current SR2S program; (b) Name and location of all schools that received technical assistance (but not a full comprehensive program) since the program began in July 2007; (c) Effectiveness of the program as measured in surveys; and (d) Major lessons learned while implementing the SR2S program. Alameda CTC has funded the Alameda County SR2S program for over two consecutive two-year grant cycles which began in 2007 and was focused on North and Central County. The subsequent grant in 2009 serves the entire county. Beginning July 2011, MTC will provide \$3.22 million in Congestion Mitigation and Air Quality (CMAQ) funds to the Alameda CTC for the Alameda County SR2S program. This will be matched with \$420,000 in Measure B Bicycle and Pedestrian Safety Funds. She stated that as of January 2011, almost 150 schools around the county have been involved with the SR2S program and 92 schools

have comprehensive programs. She enumerated the lessons learned from the direct implementation of the program as well as the effectiveness of the program. Supervisor Miley suggested that staff revisit the proposed categories included in the scope of services for the proposed release of an RFP. He also said that staff should take note of the lessons learned and use them in making the RFP. He also requested that the RFP be presented to the Plans and Programs Committee in March. The issue of funding crossing guards was also raised and Councilmember Kaplan asked staff to find how funds can be allocated for this. Councilmember Starosciak commented that schools don't have money for crossing guards and the City of San Leandro is able to fund crossing guards using funds from traffic tickets. She also said that technical assistance should be provided to schools so that they can design drop-off areas or they can lock up some streets near the schools so that there will be no need for crossing guards. Mayor Javandel suggested that commute alternatives be considered and teachers and parents should participate in commute alternatives. Councilmember Gregory suggested that BPAC should champion the SR2S. Vice Mayor Chan commented that there are 129 schools in Fremont but none was in the list and she has talked to Transform so that they can talk to the school board to have these schools included. After a lengthy discussion, the commissioners directed staff to present the RFP and scope of work to the Plans and Programs Committee in March and find out if the SR2S MTC funds can be used for crossing guards. This item was for information only.

9. Finance and Administration Committee Action Items

9A. Review of New Agency Business Plan and Organization Structure

Arthur Dao recommended that the Commission review and endorse the strategic business plan and the new consolidated organization structure for the Alameda CTC. A motion to approve staff recommendation was made by Councilmember Kaplan; a second was made by Vice Mayor Freitas. The motion passed 23-0.

10. CLOSED SESSION

10A. Closed Session: Confer with legal counsel regarding personnel matters pursuant to Government Code §54957

Chair Green called a closed session at 4:20 pm.

10B. Report on Closed Session

The closed session ended at 4:40 pm. Zack Wasserman stated there was nothing to report.

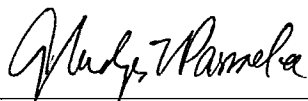
11. Staff Reports

Arthur Dao invited the Commissioners to attend the WTS Annual Conference on March 3rd from 5:30 to 7:30 pm, in San Francisco. The Union City Intermodal Station will receive an award at the said event.

12. Adjournment: Next Meeting – March 24, 2011 at 2:30 PM

The meeting ended at 4:45 pm. The next meeting will be held on March 24, 2011 at 2:30 pm.

Attest by:



Gladys V. Parmelee
Interim Clerk of the Commission



ALAMEDA COUNTY TRANSPORTATION COMMISSION BOARD MEETING
ROSTER OF MEETING ATTENDANCE
February 24, 2011
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	Nadia Lockyer			
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		Robert Franklin - BART	
City of Alameda	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	Marshall Kamena		Jeff Williams	
City of Newark	Luis Freitas		Alberto Huevo	
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			

STAFF	Initials	STAFF	Initials
Arthur L. Dao – Executive Director, Alameda CTC	<i>ad</i>	Tess Lengyel – Programs & Public Affairs Mgr.	<i>TL</i>
Patricia Reavey – Director of Finance	<i>PR</i>	Arun Goel – Associate Transportation Engineer	
Gladys Parmelee – Exec. Asst. & Clerk of the Commission	<i>gp</i>	Anees Azad – Manager of Finance & Admin.	
Yvonne Chan – Accounting Manager	<i>YC</i>	Lei Lam – Senior Accountant	
Christina Muller – Administrative Manager		Linda Adams – Executive Assistant	
Cyrus Minoofar – Manager of ITS		Liz Brazil – Contracts Administrator	
Matt Todd – Manager of Programming	<i>MT</i>	Jacki Taylor – Programming Liaison	
Ray Akkawi – Manager of Project Delivery		Laurel Poeton – Engineering Assistant	
Beth Walukas – Manager of Planning	<i>BW</i>	Victoria Winn – Administrative Assistant III	<i>VW</i>
Saravana Suthanthira, Senior Transportation Planner	<i>SS</i>	Claudia Leyva – Administrative Assistant III	
Diane Stark, Senior Transportation Planner	<i>DS</i>	Libby Hendrickson – Administrative Assistant II	
Bijan Yarjani – Senior Transportation Engineer		Myrna Portillo – Administrative Assistant I	
Steve Haas – Senior Transportation Engineer		Frank R. Furger – Executive Director, I-680 JPA	
John Hemiup – Senior Transportation Engineer		James O'Brien	<i>JO</i>
Vivek Bhat – Senior Transportation Engineer	<i>VB</i>		

NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
1. <i>Jane Kramer</i>		<i>(510) 522-6423</i>	<i>jane@jrkramer.com</i>
2. <i>Mike Tassano</i>	<i>Pleasanton</i>	<i>(925) 931-5670</i>	<i>MTASSANO@ci.pleasanton.ca.us</i>
3. <i>Midori Tabata</i>	<i>ACTC BPAE</i>	<i>510 562 8988</i>	<i>midorut@pacbell.net</i>
4. <i>Bob Vin</i>	<i>Livermore</i>	<i>925 760 1516</i>	
5. <i>BARRY FERRIER</i>	<i>ACTC - CAC Chair</i>	<i>510 489-4767</i>	<i>BFERRIER2@cs.com</i>
6. <i>Emily Duman</i>	<i>Union City Council</i>	<i>510-471-9454</i>	<i>emilyd@sbglobal.net</i>
7. <i>Nora Cody</i>	<i>TransForm</i>	<i>510-740-3150 x 323</i>	<i>nora@transformca.org</i>
8. <i>CHARLIE Janydon</i>	<i>PUBLIC HEARINGS</i>		
9. <i>Mika Miyasato</i>	<i>HNTB</i>	<i>510-587-8677</i>	<i>mmiyasato@hntb.com</i>
10. <i>Nathan Landau</i>	<i>AC TRIGHT</i>	<i>510-891-4792</i>	<i>nlandau@octaconstg</i>
11. <i>Joan Fisher</i>	<i>LLA/AL CTC</i>	<i>510 208-7466</i>	<i>joan@alameda.ctc.org</i>
12. <i>Clara Sample</i>	<i>PAPCO</i>	<i>510-489-0363</i>	

	NAME	JURISDICTION / AGENCY	TELEPHONE	E-MAIL
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Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: Approval of the 2011 CMP Update: CMP issues review and recommendations

Recommendations

It is recommended that the Commission approve the proposed recommendations for the various elements of the Congestion Management Program (CMP) as part of the 2011 CMP update to better manage and formulate strategies for an effective transportation system in Alameda County.

Summary

Alameda CTC, in its role as the Congestion Management Agency for Alameda County, is required to use the Congestion Management Program (CMP) to identify strategies to address congestion in Alameda County. The Congestion Management Program (CMP) document is required to be in conformance with the CMP legislation and is required to be updated every two years.

The schedule and issues for the 2011 CMP update were approved by the Commission at its meeting on January 27, 2011. The Commission, while approving the schedule and issues, directed staff to use this update of the CMP as an opportunity to take a fresh look at transportation issues and identify ways to formulate strategies to better address congestion in Alameda County. Based on the direction from the Commission, staff performed a comprehensive review of the current CMP, the CMP legislation, and related activities of Alameda CTC, and identified potential areas for improvement. The recommendations for next steps for various elements of the CMP were presented to ACTAC and Planning Policy and Legislation Committee in February. In view of the implications of the recommendations on the local jurisdictions, ACTAC requested a comparison of Congestion Management Programs of the other CMAs in the Bay Area region and a discussion of how they relate to the proposed recommendations for the 2011 CMP Update. The purpose of the comparison would be to gain better understanding of the implementation of CMP elements in the region as a basis for considering the proposed recommendations by staff.

For comparison of CMP activities, three CMAs in the Bay Area region were selected: San Francisco County Transportation Authority (SFCTA); Santa Clara Valley Transportation Authority (VTA); and Contra Costa Transportation Authority (CCTA). This memorandum describes the CMP activities of these three CMAs and compares them to the Alameda CTC's CMP activities. Recommendations are provided for next steps for selected CMP elements.

Discussion or Background

As requested by ACTAC at their February meeting, the following three CMAs in the Bay Area were selected to develop a comparison of CMP activities:

- San Francisco County Transportation Authority (SFCTA)- in view of their advanced transportation planning activities that aggressively promote alternative transportation modes;
- Santa Clara Valley Transportation Authority (VTA) - in view of the similarity in urban land use characteristics and transportation network connections as well as interaction of trips between Alameda and Santa Clara Counties because they are adjacent counties; and
- Contra Costa Transportation Authority (CCTA) - in view of the similarity in diverse land use characteristics and transportation network connections as well as interaction of trips between Alameda and Contra Costa Counties because they are adjacent counties.

Staff reviewed the CMP documents and also interviewed the responsible staff for updating and preparing the CMP in each agency. Highlights of the CMP in each County, particularly where they are different from Alameda CTC's CMP, are described below. Table 1 provides a comparison of activities for all four CMAs including Alameda CTC by individual CMP element and finally identifies proposed recommendations for next steps for each element. The comparative analysis confirmed that many of the proposed recommendations presented at the February meeting are still valid while recommendations removed are shown in ~~strike-out~~ and additional recommendations proposed as a result of the comparative analysis of the other three CMAs are shown in *italics*. Table 1 does not include Capital Improvement Program as no changes are proposed to it and because the Capital Improvement Program is developed similarly in all four CMPs with variation in types of analysis.

Attachment A provides the staff report presented at the February ACTAC meeting that provides the background review of Alameda CTC's CMP elements in relation to the CMP legislation along with the recommendations for next steps. Comments were received from the City of Alameda (attachment B) and they are responded to either in this staff report or in a direct response to the City of Alameda where needed.

San Francisco County Transportation Authority (SFCTA):

SFCTA as the CMA for the City and County of San Francisco is charged with the responsibility of coordinating with other departments in the City of San Francisco to implement the CMP requirements. The Transit First Policy adopted in 1973 by the City Council is documented in the City Charter. Since then, it has evolved into a variety of policies advocating travel demand management and prioritization of alternate modes. The City believes that these policies have allowed them to accommodate the unprecedented growth in travel demand over the last two decades without making any proportionate investment in increasing highway and street capacity.

San Francisco has implemented and is considering various fees for congestion management. A landmark Transit Impact Development Fee ordinance enacted in 1981 requires new development to pay its fair share for expanded transit capacity to serve that development. SFCTA is proposing to replace the current auto focused level of service (LOS) measure with a net new Automobile Trips Generated (ATG) measure for the purposes of the land use analysis program. If implemented, projects that generate automobile trips would pay new Auto Trip Mitigation Fee (ATMF) that would fund projects designed to address environmental impacts caused by the projects. A nexus study for this

purpose is underway. SFCTA has established a robust data collection mechanism for all modes of transportation. The multimodal data collected is used for the purposes of the performance element of the CMP as well as for the activity based travel demand model and other geographical information system (GIS) tools, which are used to perform various analyses and inform decision making in transportation planning.

Contra Costa County Transportation Authority (CCTA):

Many of the CCTA's CMP functions are implemented through their voter-approved Growth Management Program (GMP) with the exception of the LOS Monitoring, Capital Improvement Program and Countywide Travel Demand Model. Measures C and J in Contra Costa County required the CCTA to develop and update a Growth Management Program as a component of the Transportation Sales Tax Expenditure Plan. The GMP has several similar or more robust localized congestion management functions that focus on better growth and development of Contra Costa County. The GMP requires the formation of Regional Transportation Planning Committees for each of the county's four sub-regions (similar to Alameda County Planning Areas) of the county. These Regional Transportation Planning Committees identify Routes of Regional Significance that cover the entire CMP network, establish Multi-modal Transportation Service Objectives (MTSO) for these routes, and develop an action plan to identify actions for achieving the MTSOs. MTSOs are quantifiable measures of transportation system performance such as vehicle occupancy and delay and can be region-wide or roadway specific. The GMP Action Plans are updated periodically.

The GMP element requires the Contra Costa County jurisdictions to work closely with each other. They are required to adopt a Growth Management Element as part of their General Plans and show how they comply with six GMP requirements including the following:

- Adopt a development mitigation program – this program is required to include two components, local and regional programs, to ensure that new growth (development) is paying its share of the costs associated with the growth. This means that each jurisdiction has two different development impact fees –local and regional;
- Address housing options – to accommodate all income levels;
- Participate in an ongoing cooperative, multi-jurisdictional planning process – in developing action plans for the Routes of Regional Significance and establishing MTSOs; and
- Adopt a TSM ordinance.

Santa Clara Valley Transportation Authority (VTA):

VTA has adopted a Community Design and Transportation (CDT) program as part of its Countywide Transportation Plan to better integrate transportation and land use and which augments the CMP land use analysis program. This program was developed in partnership with member agencies and communities and is endorsed by their elected bodies. The VTA Board promotes the CDT program as its policy tool and primary program to integrate transportation and land use. It includes a comprehensive toolkit for the member agencies to use in all aspects of transportation and land use planning and in developing both public and private development projects. The CDT program also includes two grant funds program and an incentive program, which is designed to encourage better coordination of transportation and land use planning. One of the objectives of the CDT program is to support concentrated development in selected locations of the county. Also, VTA developed the Transportation Energy and Air Quality Program (TEAQ) to provide a framework for VTA to develop initiatives, projects and programs, and to work with regional partner agencies to address climate change and energy issues. TEAQ guidelines coordinate with the CDT program.

As part of the annual conformity, the Santa Clara County jurisdictions have the responsibility to provide detailed land use approval data (parcel and zoning data) for the prior years and traffic volume data for the 252 CMP intersections monitored by VTA. Using the land use data in their countywide travel demand model, VTA performs a cumulative transportation analysis and identifies development trends for informational purposes, and undertakes a geographic analysis of land use changes including developing a countywide map showing land use changes over the last few years highlighting transit oriented developments or station areas.

VTA's CMP land use analysis program requires the jurisdictions to assume more responsibility for the implementation of the program. The following are the adopted steps for its land use analysis program:

1. The jurisdictions are required to notify VTA of the need to perform a transportation impact analysis if the project meets the threshold to prepare one;
2. A traffic impact analysis based on VTA's adopted traffic impact analysis guidelines is sent to VTA by the jurisdiction either along with the environmental document or separately if an environmental document is not needed;
3. VTA reviews the traffic impact analysis and sends the jurisdiction (project sponsor) comments and recommendations;
4. Jurisdiction reports back to VTA on the conditions of project approval;
5. VTA reports to its Committees and Board on suggested project recommendations based on the traffic impact analysis and approved project conditions.

ACTAC comments from its meeting on March 1, 2011

ACTAC reviewed this item at its meeting on March 1, 2011 and expressed that any changes proposed to the CMP should consider the impacts to local jurisdictions given the economic downturn and lack of staff resources. The following are additional specific comments received from ACTAC:

- Provide more details on area wide deficiency plans and how they differ from location specific deficiency plans adopted in the current CMP of Alameda CTC.
- Clarify how the policies will be harmonized regarding infill development areas to make its implementation of them easier.
- When giving funding preference for improvement of deficient segments consider the impact to the priority for existing and future projects.

PPLC Comments from its meeting on March 9, 2011

The PPLC Committee reviewed this item at its meeting on March 9, 2011 and expressed general concurrence with the recommendation. They emphasized that the criteria for CMP roadway network should be reviewed periodically so that the resulting CMP roadway network represents county-level and regionally significant travel routes and congested segments and that developing partnerships with our adjacent counties in terms of developing long term strategies for transportation improvements and reducing congestion should be pursued.

Fiscal Impact

None

Attachments

- Table 1 - Comparison of Alameda CTC CMP with other CMAs and Recommendations
- Attachment A – February 2011 PPLC Item 4A - 2011 CMP Update: review of CMP Requirements and Recommendations
- Attachment B – Comments from the City of Alameda

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Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations				
1. CMP Element - Traffic Level of Service Standards				
Legislation Requirement – key elements <ul style="list-style-type: none"> ○ Adopt LOS standards for designated roadway system ○ Roadway system to include all state highways and principal arterials ○ Deficiency Plan to be prepared if roadway performs below LOS E that was not LOS F in 1991 				
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA	
<ul style="list-style-type: none"> • Principal arterials are selected using the primary criterion of 30,000 ADT as the threshold along with other secondary criteria. 	<ul style="list-style-type: none"> • Principal Arterials are selected based on 20,000 ADT threshold and other secondary criteria. 	<ul style="list-style-type: none"> • To identify Principal Arterials, no threshold is applied instead characteristics are defined similar to secondary criteria at Alameda CTC, which are: 1) cross-town thoroughfare; 2) routes generally of citywide significance; 3) routes of varying capacity depending on the travel demand for the specific direction and adjacent land uses. 	<ul style="list-style-type: none"> • Expressways and Principal Arterials are part of the CMP Network. Principal Arterials must be either a 6-lane arterial or non-residential arterial with 30,000 ADT. 	
<ul style="list-style-type: none"> • Adding new principal roadways to the CMP network is voluntary. One roadway segment has been added since 1991. 	<ul style="list-style-type: none"> • No new roadways have been added since adoption in 1991. 	<ul style="list-style-type: none"> • Added 28 miles of supplemental city arterials to the 237 miles CMP network in 2009 CMP update only for monitoring purposes to support planning and system management. 	<ul style="list-style-type: none"> • No new roadways have been added since adoption in 1991. 	
<ul style="list-style-type: none"> • Deficiency Plans are prepared. 	<ul style="list-style-type: none"> • No deficiency plans were required due to the legislative exemptions. 	<ul style="list-style-type: none"> • No deficiency plans prepared – attributed towards the legislative 	<ul style="list-style-type: none"> • Pro-active Deficiency plans are encouraged. CMP offers two types 	

Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations		
	exemptions and also city's proactive congestion reduction measures.	of deficiency plans: location specific and area wide. So far, two area-wide deficiency plans were prepared. Deficiency Plan guidelines are being updated.
Recommendation <ul style="list-style-type: none"> Re-evaluate and update the criteria for selecting principal arterials - <i>Since the 30,000 ADT threshold was determined based on 70% of vehicle miles traveled (VMT) countywide, use the countywide model to identify 1) the current ADT threshold for the 70% VMT and 2) %VMT for a range of ADT thresholds.</i> Expand CMP network by either (1) identifying new roadways that could be part of the CMP system by applying the new criteria or (2) <i>similar to San Francisco's program, develop a two tiered network based on a set of qualitative criteria with the second tiered CMP network used only for informational purposes of monitoring and not for conformance. Review the policy every four years.</i> Adopt a policy to give funding preference for improving deficient segments Develop an approach for adding new roadways to the CMP network in future CMPs <i>Update the existing Deficiency Plan Guidelines to include better information on how to prepare an area-wide deficiency plan.</i> 		

Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations

2. CMP Element - Performance Measures				
Legislation Requirement – key elements <ul style="list-style-type: none"> ○ Adopt a set of performance measures to evaluate multi-modal system performance for the movement of people and goods. At a minimum these measures must include roadway and transit related measures 				
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA	
<ul style="list-style-type: none"> • A set of measures for roadway, transit and bicycle measures are adopted in the CMP. 	<ul style="list-style-type: none"> • A set of roadway performance measures (drawn from MTSO's of Action Plans) and the required three transit measures are adopted. A distinction is made between CMP measures that do not have thresholds to be met and the MTSO thresholds that have thresholds to be met. 	<ul style="list-style-type: none"> • Adopted two tiers of measures: Tier 1 includes legislation required minimum measures; and Tier 2 includes additional measures (transit related) for planning purposes. 	<ul style="list-style-type: none"> • Adopted a set of multi-model measures including transit sustainability policy as one of the measures. 	
<ul style="list-style-type: none"> • An annual performance report is prepared by Alameda CTC on the State of the Transportation System with respect to these measures. 	<ul style="list-style-type: none"> • Data is collected on these measures periodically. 	<ul style="list-style-type: none"> • Robust data collection on performance measures for tracking trends and to inform decision making. 	<ul style="list-style-type: none"> • Uses it on CWTP to evaluate system wide effects of two alternatives and for the land use analysis program to analyze the cumulative effects of land use changes using their travel demand model 	
Recommendation				

ALAMEDA

County Transportation Commission

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Memorandum

Date: January 31, 2011
To: ACTAC
From: Saravana Suthanthira, Senior Transportation Planner
Subject: 2011 CMP Update: Review of CMP Requirements and Recommendations

Recommendations

It is recommended that the Alameda CTC Board review and provide input on the proposed options for using the Congestion Management Program as a tool to better manage and formulate strategies for an effective transportation system in Alameda County

Summary

Alameda CTC is now the congestion management agency for Alameda County, taking over this role from the Alameda County Congestion Management Agency (ACCMA). In this role, Alameda CTC is required to use the Congestion Management Program (CMP) to identify strategies to address congestion problems in Alameda County. The Congestion Management Program document is required to be in conformance with the CMP legislation. The CMP was first adopted by the ACCMA Board in October 1991 and has been updated every two years since then.

The schedule and issues for the 2011 CMP update were approved by the Alameda CTC Board at its meeting on January 27, 2011. The Board directed staff to use this update of the CMP as an opportunity to take a fresh look at transportation issues and ways to formulate strategies to better address congestion problems in Alameda County through a review of the CMP legislation. This memorandum reviews the current CMP, the CMP legislation and related activities of the ACCMA and the Alameda CTC, and identifies potential areas for improvement and makes recommendations for next steps.

Discussion

The CMP legislation (Attachment 1) stipulates that five specific elements form the core CMP, and also specifies certain other requirements and exemptions that the CMP is required to comply with. The five elements are:

- Traffic Level of Service Standards
- Performance Element
- Travel Demand Element
- Land Use Analysis Program
- Capital Improvement Program.

The following sections include detailed discussion and analysis of these core elements and the other CMP requirements. Table 1 provides an overview of the required elements and highlights major points.

Required CMP Elements:

1. Traffic Level of Service Standards – Designation of the CMP roadway system

The designated CMP roadway system is the regionally significant core roadway network for Alameda County for moving the majority of people and goods. This system must be monitored biennially using the adopted Level of Service (LOS) standards, and if any segment fails to meet the minimum required standards (subject to application of mandated exemptions), then a deficiency plan is required to be prepared to improve the segment. Attachment 2 shows the CMP roadway network for Alameda County.

The law mandates that the designated CMP roadway system include all state highways and “principal arterials.” However, the law provides no guidance or definition as to what constitutes a principal arterial. Therefore, the 1991 CMP adopted an approach consistent with the core concept of the CMP legislation: identify a system of roadways that carry a majority of the vehicle trips countywide over time to be included in the CMP network. Using the countywide travel model and average minimum daily traffic volume of 30,000 trips as the threshold that would produce a system of roadways carrying at least 70% of the vehicle miles traveled (VMT) countywide, the CMA developed the CMP network shown in Attachment 2. Since then, the selection criteria (30,000 daily traffic volume) and the methodology (voluntary designation by the local jurisdiction) for adding new roadways to the CMP network have been reviewed periodically and will be reviewed as part of the 2011 update as described below.

The 2009 CMP suggested that the selection criteria for principal arterials should be reevaluated in the 2011 update, in light of the changed land use and travel patterns that have occurred in the county since 1991. Further, since the development of the CMP roadway system in 1991, only one roadway, a 1.7 mile segment of Hegenberger Road between I-880 and Doolittle Drive, has been added to the system. While there may be other roadways that meet the principal arterial criteria now and hence potentially could be added to the CMP system, adding a new principal arterial on the CMP system is considered to be a liability by the local jurisdictions largely because they will be required to prepare a deficiency plan to improve any newly added segment that drops to LOS F, without any new funding to support that effort. Therefore, the adopted approach to add any new roadways to the CMP roadway system in the existing CMP is through voluntary designation by the local jurisdictions.

Recommendation: The above dilemma prevents the agency from getting a truly complete picture regarding congestion and developing strategies in the context of a comprehensive countywide transportation system. In order to identify a true regionally significant system that carries highest volumes of traffic and keeping in mind the current fiscal situation and impacts being experienced by the local jurisdictions, the following are recommended for consideration:

- Reevaluate the criteria for identifying principal arterials including using the countywide model to assess the minimum daily traffic volume threshold that would carry 70% of county traffic.
- Identify the principal arterials that will be part of the CMP system applying the new criteria. The legislation states that any roadway that is once part of the CMP system cannot be removed;

therefore, if any of the existing CMP roadways don't meet the new criteria, they will still stay on the CMP system.

- For the addition of new roadways based on the newly established criteria:
 - Develop an approach for adding new roadways to the CMP network
 - Adopt a formal policy that gives preference to funding to improve any deficient segments. An adopted policy could provide additional encouragement to the local jurisdictions to nominate new roadways for the CMP roadway system. If adopted, this policy will apply to the existing and newly identified deficient segments.

2. Performance Element – Required application of performance measures

The CMP law states that a set of performance measures be adopted that will evaluate current and future multi-modal system performance for the movement of people and goods. At a minimum, these measures must incorporate highway and roadway system performance, and measures established for the frequency and routing of public transit and for the coordination of transit service provided by separate operators. In this regard, the CMP currently includes a set of multi-modal performance measures and prepares a 'Performance Report on the State of the Transportation System' annually using these performance measures on the Alameda County Transportation System (Attachment 3).

Recommendation: Based on direction from the Commission and a review of the legislation, the following recommendations are made to improve this element:

- Integrate the performance measures that are being developed for the Countywide Transportation Plan-Transportation Expenditure Plan (CWTP-TEP) process as they will better reflect the land use and transportation connection mandated by SB 375 related to reducing greenhouse gas emissions from automobiles and light trucks. The current measures should nest within new measures for the purposes of the tracking trends over time. Trends for the new measures could be reported if past data on the measures are available.
- For the required public transit performance measures as defined in the legislation, evaluate the existing public transit system in Alameda County in light of the current service-cuts and develop new measures. For assessing the coordination of transit services, identify better measures for reporting on gaps in transit coverage or lack of transit connectivity, and explore developing a strategy for improvement of the transit system.
 - As identified in the 2009 CMP, this could be done through developing a comprehensive countywide transit plan that is intended to address ways to improve transit frequency and service; improve coordination among operators, especially transfer opportunities in the county and with adjacent counties; identify and close gaps in the transit systems; and identify better access to transit.
- Incorporate a performance measure for goods movement in the new set of performance measures. It should provide a momentum to move the proposal identified in the 2009 CMP to develop a Countywide Goods Movement Plan.

3. Travel Demand Management Element –Promoting alternative transportation methods

The CMP legislation states that the Travel Demand Management (TDM) Element be adopted to promote alternative transportation methods, including, but not limited to carpools, vanpools, bicycles, and park-and-ride lots; improvements in the balance between jobs and housing; and other strategies, including but not limited to flexible work hours, telecommuting, and parking management programs. In this regard, the Alameda CTC currently implements the Guaranteed Ride Home program and distributes a checklist to local jurisdictions to follow-up on the programs implemented by them as part of the Annual Conformity Finding Process. The Guaranteed Ride Home program has been successful and has resulted in a reduction of 3,100 drive alone trips per week. Other Alameda CTC TDM related programs include Safe Routes to Schools Program, Senior Travel Training Program and Bicycle Education Training.

Recommendation: Because available TDM alternatives are numerous, a coordinated and comprehensive approach would be more successful in getting more people to switch to alternative modes. Also, in view of the current added focus on the alternative transportation methods to reduce auto travel in the context of SB 375, and the regional RTP/SCS efforts and countywide CWTP-TEP efforts, the following recommendations are made for improving this element:

- Explore options for promoting alternative transportation methods through developing a countywide comprehensive TDM program in the context of land use and transportation connection and the regional efforts in reducing greenhouse gas (GHG) emissions from autos and light trucks.
 - The 2009 CMP identified the need for developing a countywide TDM program in conjunction with Transit Oriented Developments (TODs), now Planned Development Areas (PDAs), and a Parking Management Program.
 - Some of the options that could be considered in a TDM program could include, but not be limited to, promoting shuttle services to improve transit connectivity in order to increase transit ridership; exploring ways to increase the use of under-used Park and Ride lots to support transit; and encourage jurisdictions to require a comprehensive TDM program, if TDM is proposed as a mitigation measure in an Environmental Impact Report (EIR).

4. Capital Improvement Program – Using performance measures

The legislation requires the Capital Improvement Program (CIP) to be developed using the adopted performance measures to determine effective projects that maintain or improve the performance of the multimodal system for the movement of people and goods and to mitigate transportation impacts identified pursuant to the CMP Land Use Analysis Program. It further adds that the program must conform to transportation-related vehicle emission air quality mitigation measures, and include any project that will increase the capacity of the multimodal system.

In terms of the conformance of CIP-CMP projects to the air quality mitigation measures, it is ensured through the Metropolitan Transportation Commission's Regional Transportation Improvement Program wherein the CIP is included. The Alameda CTC will continue to work to ensure that the intent of the legislation is met for the CIP.

5. Land Use Analysis Program – Assessment and mitigation of land use development impact on the transportation network

The intent of the legislation for the Land Use Analysis Program is to analyze the impacts of land use decisions made by local jurisdictions on the regional transportation systems, including an estimate of costs associated with mitigating those impacts. It encourages, to the extent possible, that impacts to the transportation system be identified using the performance measures adopted in the CMP. The legislation also states that this program may be implemented through the California Environmental Quality Act (CEQA) requirements and analysis to avoid duplication.

Currently, the CMP's Land Use Analysis Program requires local jurisdictions to inform the Alameda CTC about all (1) General Plan Amendments (GPAs) and (2) Notice of Preparations (NOPs) for Environmental Impact Reports (EIRs) for projects consistent with the General Plan. If it is determined that a CMP analysis is required based on applying trip generation criteria, a separate CMP analysis is required to be included in the environmental document using the countywide model to analyze the impact of the project on selected regional roadways, regional transit system, and countywide bicycle and pedestrian networks. A sample NOP/GPA response letter identifying these requirements is found in Attachment 4.

Recommendation: In order to effectively identify the impacts and related mitigation measures on the regional roadway, transit and bicycle and pedestrian network, the following recommendations are made:

- Update the NOP/GPA response letter to reflect the current focus on the PDAs and GHG emission reductions in view of SB 375.
- For projects that may cause impacts on roadways or intersections outside the jurisdiction proposing or reviewing the project, or that may affect longer corridors that traverse multiple jurisdictions, consider establishing a means for the project to contribute its fair financial share of any required mitigation measures. This may involve the collection and retention of the fair share contribution by Alameda CTC until such time the mitigation measure is implemented.
- Consider implementing a sub-regional transportation impact fee such as the Tri-Valley's Tri-Valley Transportation Development Fee (TVTDF) in the other three planning areas. If the respective jurisdictions agree, the Alameda CTC could assist in moderating this fee process.

Other CMP Requirements

6. Land Use Analysis Program – Ability to require trip generators in other county to participate in the respective county's Congestion Management Program

The CMP legislation states that – at the request of the agency, a local jurisdiction that owns, or is responsible for operation of, a trip generating facility in another county shall participate in the congestion management program of the county where the facility is located. Because many of the Alameda County travel corridors (e.g. I-80, I-580, I-680, I-880, SR 24) traverse other counties, and because we share these congested corridors with adjacent counties, the CMP should explore the potential for sharing the costs for certain mitigation measures identified in the EIRs.

Recommendation: Alameda CTC has formed partnerships to cost share on large projects such as SR 24 Caldecott Tunnel 4th Bore, I-680 Express Lanes and I-80 Integrated Corridor Mobility (ICM) project. The same opportunity for cross county partnerships could be explored in the CMP

Land Use Analysis Program. In this regard, the following recommendations are made to improve this element:

- For EIRs that identify transportation impacts in Alameda County corridors that traverse other counties and experience congestion because of the cross-county trips potentially generated by a specific development project, explore the potential of developing cross county partnerships for sharing the cost of implementing selected and related mitigation measures identified in the EIRs and of developing mutually agreeable strategies, solutions and improvements through the Land Use Analysis Program.

7. Infill Opportunity Zones – Update it to describe Infill Development Areas

The legislation regarding Infill Opportunity Zones had a sunset in December 2009. However, in view of the current regional and state level efforts regarding the importance of linking transportation and land use to reduce the greenhouse gas emissions through infill land use developments, it is important that a policy supporting designation of infill development areas in the county be included in the CMP. This will be consistent with the SCS requirement and CEQA requirements, and could streamline and promote the development of PDAs.

Recommendations: In this regard, the following recommendations are made:

- Explore ways of harmonizing policies, guidelines and regulations (e.g. deficiency plan) so that infill development is easier to implement.
- Investigate and develop criteria for designation of infill development areas in Alameda County and present it to the Commission for adopting a policy supporting such designation and for approval of those criteria.

8. Countywide Travel Demand Model – Model database to be consistent with the regional planning agency's database

This is for information purposes only as there is no further action needed. The legislation requires that the Alameda CTC as the CMA develop a computer model consistent with the data bases used by the Regional Planning Agency, in the case of Alameda County, Association of Bay Area Governments (ABAG), and that this model be used by the local jurisdictions to determine the quantitative impacts of development on the transportation system.

The Countywide transportation model is updated every two years to be consistent with ABAG's most recently adopted Projections, the land use and socio-economic database. Local jurisdictions up to this point have been permitted to redistribute housing and employment data to be more consistent with their adopted land use plans. However, with the SB 375 mandate, ABAG's Projections database will most likely be updated every 4 years, will be more closely coordinated with the local jurisdictions, will have to be more strictly defined with regional policies as defined in the Regional Transportation Plan and the Sustainable Communities Strategy and will be tied to the Regional Housing Needs Assessment (RHNA). These issues are being addressed as part of the CWTP-TEP update. ABAG recently developed the land use and socio-economic database for the Sustainable Community Strategy Base Case in close consultation with the jurisdictions, which Alameda CTC coordinated for Alameda County jurisdictions. It is expected that with these coordinated efforts between ABAG, local jurisdictions and Alameda CTC, the database developed

by ABAG will be directly used in the countywide transportation model and will have better local acceptance.

Fiscal Impact

None

Attachments

Attachment 1 - Copy of the CMP legislation

Attachment 2 – CMP Roadway Network

Attachment 3 – Summary of Performance Measures from the Annual Performance Report on the State of the Countywide Transportation System

Attachment 4 - Response Letter to Notice of Preparation (NOP) of Environmental Document

Table 1 – Summary of CMP Legislation Analysis, Current CMP Activities and Recommendations

CMP Element	Legislation Requirement	What is currently being done by Alameda CTC	Recommendation
Required CMP Elements			
1. Traffic Level of Service Standards	<p>a. Adopt LOS standards for designated roadway system</p> <p>b. Roadway system to include all state highways and principal arterials</p> <p>c. Deficiency Plan to be prepared if roadway performs below LOS F that was not LOS F in 1991</p>	<p>a. Yes</p> <p>b. Yes</p> <p>b.1. Principal arterials are selected based on adopted approach since legislation provides no guidance</p> <p>b.2. Adding new principal roadways to the CMP network is voluntary as it has potential financial liability, which prevents Alameda CTC from getting complete picture of true regionally significant roadway network and related congestion.</p> <p>c. Yes</p>	<ul style="list-style-type: none"> o Re-evaluate and update the criteria for selecting principal arterials o Identify new roadways that could be part of the CMP system applying the new criteria o Adopt a policy to give funding preference to improve deficient segments o Develop an approach for adding new roadways to the CMP network in future CMPs
2. Performance Measures Element	<p>a. Adopt a set of performance measures to evaluate multi-modal system performance for the movement of people and goods.</p>	<p>a. Yes – An annual performance report is prepared by Alameda CTC on the State of the Transportation System with respect to these measures</p>	<ul style="list-style-type: none"> o Integrate the performance measures developed from the CWT/TEP and RTP/SCS process as appropriate o Evaluate the existing public transit system in the county, including developing a strategy for improvement of the transit system or a potential

CMP Element	Legislation Requirement	What is currently being done by Alameda CTC	Recommendation
	<p>b. At a minimum these measures must include roadway and transit related measures</p>	<p>b. Yes, roadway, transit and bicycle measures are included</p>	<p>comprehensive countywide transit plan</p>
3. Travel Demand Management Element	<p>a. Adopt TDM to promote alternative transportation methods</p>	<p>a. Yes. Alameda CTC is currently implementing five different options</p>	<p>o To be more successful in getting more people switch to alternative modes, explore developing a countywide comprehensive TDM program in the context of the SB 375 related efforts at local and regional level</p>
4. Capital Improvement Program	<p>a. Develop CIP using adopted performance measures</p> <p>b. CIP must conform to air quality mitigation measures</p>	<p>a. Yes</p> <p>b. Yes, ensured through the air quality conformity in the RTIP prepared by MTC</p>	<p>o Continue to be in conformance with the legislation</p>
5. Land Use Analysis Program	<p>a. Adopt a program to analyze the impacts of land use decisions made by the local jurisdictions on the regional transportation systems</p>	<p>a. Yes, it's done through reviewing and commenting on General Plan Amendments (GPA), Notice of Preparation (NOP) for environmental documents and Environmental Impact Reports (EIR)</p>	<p>o Update NOP/GPA response letter to reflect current focus on Preferred Development Areas and greenhouse gas related efforts in view of SB 375</p> <p>o For long travel corridors that traverse more than one jurisdiction, explore the potential for contributing fair financial share for mitigation of impacts due to development projects into an escrow account, which can be used for that corridor improvement</p> <p>o Consider implementing a sub-regional transportation impact fee in the other three Planning Areas similar to Tri Valley's Transportation Development Fee</p>

CMP Element	Legislation Requirement	What is currently being done by Alameda CTC	Recommendation
Other CMP Requirements			
6. Land Use Analysis Program	a. Ability to require trip generators in other counties to participate in the respective county's CMP	a. None yet	<ul style="list-style-type: none"> o For congested cross county corridors, explore sharing the cost for implementing related mitigation measures o For long term corridor improvements for such corridors, explore establishing cross county partnerships to develop mutually agreeable strategies for improvements
7. Infill Opportunity Zones	a. The legislation related to Infill Opportunity Zone had a sunset in December 2009	a. None yet	<ul style="list-style-type: none"> o In view of the current efforts regarding importance of land use and transportation connection in the context of SB 375, explore ways of harmonizing policies, guidelines and regulation so that infill development is easier to implement
8. Countywide Travel Demand Model	a. Model Database to be consistent with the Regional Planning Agency's (ABAG's) database	a.1 Yes, countywide model is updated every two years to be consistent with ABAG's most recently updated database a.2 The database will potentially be directly used in the countywide model and will have better acceptance from the jurisdictions. Updates to the Countywide Model would only be required every four years	<ul style="list-style-type: none"> o None needed.

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APPENDIX A

Congestion Management Program Legislation**GOVERNMENT CODE SECTION 65080**

65088. The Legislature finds and declares all of the following:

(a) Although California's economy is critically dependent upon transportation, its current transportation system relies primarily upon a street and highway system designed to accommodate far fewer vehicles than are currently using the system.

(b) California's transportation system is characterized by fragmented planning, both among jurisdictions involved and among the means of available transport.

(c) The lack of an integrated system and the increase in the number of vehicles are causing traffic congestion that each day results in 400,000 hours lost in traffic, 200 tons of pollutants released into the air we breathe, and three million one hundred thousand dollars (\$3,100,000) added costs to the motoring public.

(d) To keep California moving, all methods and means of transport between major destinations must be coordinated to connect our vital economic and population centers.

(e) In order to develop the California economy to its full potential, it is intended that federal, state, and local agencies join with transit districts, business, private and environmental interests to develop and implement comprehensive strategies needed to develop appropriate responses to transportation needs.

(f) In addition to solving California's traffic congestion crisis, rebuilding California's cities and suburbs, particularly with affordable housing and more walkable neighborhoods, is an important part of accommodating future increases in the state's population because homeownership is only now available to most Californians who are on the fringes of metropolitan areas and far from employment centers.

(g) The Legislature intends to do everything within its power to remove regulatory barriers around the development of infill housing, transit-oriented development, and mixed use commercial development in order to reduce regional traffic congestion and provide more housing choices for all Californians.

(h) The removal of regulatory barriers to promote infill housing, transit-oriented development, or mixed use commercial development does not preclude a city or county from holding a public hearing nor finding that an individual infill project would be adversely impacted by the surrounding environment or transportation patterns.

65088.1. As used in this chapter the following terms have the following meanings:

(a) Unless the context requires otherwise, "regional agency" means the agency responsible for preparation of the regional transportation improvement program.

(b) Unless the context requires otherwise, "agency" means the agency responsible for the preparation and adoption of the congestion management program.

(c) "Commission" means the California Transportation Commission.

(d) "Department" means the Department of Transportation.

(e) "Local jurisdiction" means a city, a county, or a city and county.

(f) "Parking cash-out program" means an employer-funded program under which an employer offers to provide a cash allowance to an employee equivalent to the parking subsidy that the employer would otherwise pay to provide the employee with a parking space. "Parking subsidy" means the difference between the out-of-pocket amount paid by an employer on a regular basis in order to secure the availability of an employee parking space not owned by the employer and the price, if any, charged to an employee for use of that space. A parking cash-out program may include a requirement that employee participants certify that they will comply with guidelines established by the employer designed to avoid neighborhood parking problems, with a provision that employees not complying with the guidelines will no longer be eligible for the parking cash-out program.

(g) "Infill opportunity zone" means a specific area designated by a city or county, pursuant to subdivision (c) of Section 65088.4, zoned for new compact residential or mixed use development within one-third mile of a site with an existing or future rail transit station, a ferry terminal served by either a bus or rail transit service, an intersection of at least two major bus routes, or within 300 feet of a bus rapid transit corridor, in counties with a population over 400,000. The mixed use development zoning shall consist of three or more land uses that facilitate significant human interaction in close proximity, with residential use as the primary land use supported by other land uses such as office, hotel, health care, hospital, entertainment, restaurant, retail, and service uses. The transit service shall have maximum scheduled headways of 15 minutes for at least 5 hours per day. A qualifying future rail station shall have broken ground on construction of the station and programmed operational funds to provide maximum scheduled headways of 15 minutes for at least 5 hours per day.

(h) "Interregional travel" means any trips that originate outside the boundary of the agency. A "trip" means a one-direction vehicle movement. The origin of any trip is the starting point of that trip. A roundtrip consists of two individual trips.

(i) "Level of service standard" is a threshold that defines a deficiency on the congestion management program highway and roadway system which requires the preparation of a deficiency plan. It is the intent of the Legislature that the agency shall use all elements of the program to implement strategies and actions that avoid the creation of deficiencies and to improve multimodal mobility.

(j) "Multimodal" means the utilization of all available modes of travel that enhance the movement of people and goods, including, but not limited to, highway, transit, non-motorized, and demand management strategies including, but not limited to, telecommuting. The availability and practicality of specific multimodal systems, projects, and strategies may vary by county and region in accordance with the size and complexity of different urbanized areas.

(k) "Performance measure" is an analytical planning tool that is used to quantitatively evaluate transportation improvements and to assist in determining effective implementation actions, considering all modes and strategies. Use of a performance measure as part of the program does not trigger the requirement for the preparation of deficiency plans.

(l) "Urbanized area" has the same meaning as is defined in the 1990 federal census for urbanized areas of more than 50,000 population.

(m) "Bus rapid transit corridor" means a bus service that includes at least four of the following attributes:

- (1) Coordination with land use planning.
- (2) Exclusive right-of-way.
- (3) Improved passenger boarding facilities.
- (4) Limited stops.
- (5) Passenger boarding at the same height as the bus.
- (6) Prepaid fares.
- (7) Real-time passenger information.
- (8) Traffic priority at intersections.

- (9) Signal priority.
- (10) Unique vehicles.

65088.3. This chapter does not apply in a county in which a majority of local governments, collectively comprised of the city councils and the county board of supervisors, which in total also represent a majority of the population in the county, each adopt resolutions electing to be exempt from the congestion management program.

65088.4. (a) It is the intent of the Legislature to balance the need for level of service standards for traffic with the need to build infill housing and mixed use commercial developments within walking distance of mass transit facilities, downtowns, and town centers and to provide greater flexibility to local governments to balance these sometimes competing needs.

(b) Notwithstanding any other provision of law, level of service standards described in Section 65089 shall not apply to the streets and highways within an infill opportunity zone. The city or county shall do either of the following:

(1) Include these streets and highways under an alternative area wide level of service standard or multimodal composite or personal level of service standard that takes into account both of the following:

(A) The broader benefits of regional traffic congestion reduction by citing new residential development within walking distance of, and no more than one-third mile from, mass transit stations, shops, and services, in a manner that reduces the need for long vehicle commutes and improves the jobs-housing balance.

(B) Increased use of alternative transportation modes, such as mass transit, bicycling, and walking.

(2) Approve a list of flexible level of service mitigation options that includes roadway expansion and investments in alternate modes of transportation that may include, but are not limited to, transit infrastructure, pedestrian infrastructure, and ridesharing, vanpool, or shuttle programs.

(c) The city or county may designate an infill opportunity zone by adopting a resolution after determining that the infill opportunity zone is consistent with the general plan and any applicable specific plan. A city or county may not designate an infill opportunity zone after December 31, 2009.

(d) The city or county in which the infill opportunity zone is located shall ensure that a development project shall be completed within the infill opportunity zone not more than four years after the date on which the city or county adopted its resolution pursuant to subdivision (c). If no development project is completed within an infill opportunity zone by the time limit imposed by this subdivision, the infill opportunity zone shall automatically terminate.

65088.5. Congestion management programs, if prepared by county transportation commissions and transportation authorities created pursuant to Division 12 (commencing with Section 130000) of the Public Utilities Code, shall be used by the regional transportation planning agency to meet federal requirements for a congestion management system, and shall be incorporated into the congestion management system.

65089. (a) A congestion management program shall be developed, adopted, and updated biennially, consistent with the schedule for adopting and updating the regional transportation improvement program, for every county that includes an urbanized area, and shall include every city and the county. The program shall be adopted at a noticed public hearing of the agency. The program shall be developed in consultation with, and with the cooperation of, the transportation planning agency, regional transportation providers, local governments, the department, and the air pollution control district or the air quality management district, either by the county transportation commission, or by another public agency, as designated by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population in the incorporated area of the county.

(b) The program shall contain all of the following elements:

(1) (A) Traffic level of service standards established for a system of highways and roadways designated by the agency. The highway and roadway system shall include at a minimum all state highways and principal arterials. No highway or roadway designated as a part of the system shall be removed from the system. All new state highways and principal arterials shall be designated as part of the system, except when it is within an infill opportunity zone. Level of service (LOS) shall be measured by Circular 212, by the most recent version of the Highway Capacity Manual, or by a uniform methodology adopted by the agency that is consistent with the Highway Capacity Manual. The determination as to whether an alternative method is consistent with the Highway Capacity Manual shall be made by the regional agency, except that the department instead shall make this determination if either:

(i) The regional agency is also the agency, as those terms are defined in Section 65088.1

(ii) The department is responsible for preparing the regional transportation improvement plan for the county.

(B) In no case shall the LOS standards established be below the level of service E or the current level, whichever is farthest from level of service A except when the area is in an infill opportunity zone. When the level of service on a segment or at an intersection fails to attain the established level of service standard outside an infill opportunity zone, a deficiency plan shall be adopted pursuant to Section 65089.4.

(2) A performance element that includes performance measures to evaluate current and future multimodal system performance for the movement of people and goods. At a minimum, these performance measures shall incorporate highway and roadway system performance, and measures established for the frequency and routing of public transit, and for the coordination of transit service provided by separate operators. These performance measures shall support mobility, air quality, land use, and economic objectives, and shall be used in the development of the capital improvement program required pursuant to paragraph (5), deficiency plans required pursuant to Section 65089.4, and the land use analysis program required pursuant to paragraph (4).

(3) A travel demand element that promotes alternative transportation methods, including, but not limited to, carpools, vanpools, transit, bicycles, and park-and-ride lots; improvements in the balance between jobs and housing; and other strategies, including, but not limited to, flexible work hours, telecommuting, and parking management programs. The agency shall consider parking cash-out programs during the development and update of the travel demand element.

(4) A program to analyze the impacts of land use decisions made by local jurisdictions on regional transportation systems, including an estimate of the costs associated with mitigating those impacts. This program shall measure, to the extent possible, the impact to the transportation system using the performance measures described in paragraph (2). In no case shall the program include an estimate of the costs of mitigating the impacts of interregional travel. The program shall provide credit for local public and private contributions to improvements to regional transportation systems. However, in the case of toll road facilities, credit shall only be

allowed for local public and private contributions which are unreimbursed from toll revenues or other state or federal sources. The agency shall calculate the amount of the credit to be provided. The program defined under this section may require implementation through the requirements and analysis of the California Environmental Quality Act, in order to avoid duplication.

(5) A seven-year capital improvement program, developed using the performance measures described in paragraph (2) to determine effective projects that maintain or improve the performance of the multimodal system for the movement of people and goods, to mitigate regional transportation impacts identified pursuant to paragraph (4). The program shall conform to transportation-related vehicle emission air quality mitigation measures, and include any project that will increase the capacity of the multimodal system. It is the intent of the Legislature that, when roadway projects are identified in the program, consideration be given for maintaining bicycle access and safety at a level comparable to that which existed prior to the improvement or alteration. The capital improvement program may also include safety, maintenance, and rehabilitation projects that do not enhance the capacity of the system but are necessary to preserve the investment in existing facilities.

(c) The agency, in consultation with the regional agency, cities, and the county, shall develop a uniform data base on traffic impacts for use in a countywide transportation computer model and shall approve transportation computer models of specific areas within the county that will be used by local jurisdictions to determine the quantitative impacts of development on the circulation system that are based on the countywide model and standardized modeling assumptions and conventions. The computer models shall be consistent with the modeling methodology adopted by the regional planning agency. The data bases used in the models shall be consistent with the data bases used by the regional planning agency. Where the regional agency has jurisdiction over two or more counties, the data bases used by the agency shall be consistent with the data bases used by the regional agency.

(d) (1) The city or county in which a commercial development will implement a parking cash-out program that is included in a congestion management program pursuant to subdivision (b), or in a deficiency plan pursuant to Section 65089.4, shall grant to that development an appropriate reduction in the parking requirements otherwise in effect for new commercial development.

(2) At the request of an existing commercial development that has implemented a parking cash-out program, the city or county shall grant an appropriate reduction in the parking requirements otherwise applicable based on the demonstrated reduced need for parking, and the space no longer needed for parking purposes may be used for other appropriate purposes.

(e) Pursuant to the federal Intermodal Surface Transportation Efficiency Act of 1991 and regulations adopted pursuant to the act, the department shall submit a request to the Federal Highway Administration Division Administrator to accept the congestion management program in lieu of development of a new congestion management system otherwise required by the act.

65089.1. (a) For purposes of this section, "plan" means a trip reduction plan or a related or similar proposal submitted by an employer to a local public agency for adoption or approval that is designed to facilitate employee ridesharing, the use of public transit, and other means of travel that do not employ a single-occupant vehicle.

(b) An agency may require an employer to provide rideshare data bases; an emergency ride program; a preferential parking program; a transportation information program; a parking cash-out program, as defined in subdivision (f) of Section 65088.1; a public transit subsidy in an amount to be determined by the employer; bicycle parking areas; and other noncash value programs which encourage or facilitate the use of alternatives to driving alone. An employer may

offer, but no agency shall require an employer to offer, cash, prizes, or items with cash value to employees to encourage participation in a trip reduction program as a condition of approving a plan.

(c) Employers shall provide employees reasonable notice of the content of a proposed plan and shall provide the employees an opportunity to comment prior to submittal of the plan to the agency for adoption.

(d) Each agency shall modify existing programs to conform to this section not later than June 30, 1995. Any plan adopted by an agency prior to January 1, 1994, shall remain in effect until adoption by the agency of a modified plan pursuant to this section.

(e) Employers may include disincentives in their plans that do not create a widespread and substantial disproportionate impact on ethnic or racial minorities, women, or low-income or disabled employees.

(f) This section shall not be interpreted to relieve any employer of the responsibility to prepare a plan that conforms with trip reduction goals specified in Division 26 (commencing with Section 39000) of the Health and Safety Code, or the Clean Air Act (42 U.S.C. Sec. 7401 et seq.).

(g) This section only applies to agencies and employers within the South Coast Air Quality Management District.

65089.2. (a) Congestion management programs shall be submitted to the regional agency. The regional agency shall evaluate the consistency between the program and the regional transportation plans required pursuant to Section 65080. In the case of a multicounty regional transportation planning agency, that agency shall evaluate the consistency and compatibility of the programs within the region.

(b) The regional agency, upon finding that the program is consistent, shall incorporate the program into the regional transportation improvement program as provided for in Section 65082. If the regional agency finds the program is inconsistent, it may exclude any project in the congestion management program from inclusion in the regional transportation improvement program.

(c) (1) The regional agency shall not program any surface transportation program funds and congestion mitigation and air quality funds pursuant to Section 182.6 and 182.7 of the Streets and Highways Code in a county unless a congestion management program has been adopted by December 31, 1992, as required pursuant to Section 65089. No surface transportation program funds or congestion mitigation and air quality funds shall be programmed for a project in a local jurisdiction that has been found to be in nonconformance with a congestion management program pursuant to Section 65089.5 unless the agency finds that the project is of regional significance.

(2) Notwithstanding any other provision of law, upon the designation of an urbanized area, pursuant to the 1990 federal census or a subsequent federal census, within a county which previously did not include an urbanized area, a congestion management program as required pursuant to Section 65089 shall be adopted within a period of 18 months after designation by the Governor.

(d) (1) It is the intent of the Legislature that the regional agency, when its boundaries include areas in more than one county, should resolve inconsistencies and mediate disputes which arise between agencies related to congestion management programs adopted for those areas.

(2) It is the further intent of the Legislature that disputes which may arise between regional agencies, or agencies which are not within the boundaries of a multicounty regional transportation planning agency, should be mediated and resolved by the

Secretary of Business, Housing and Transportation Agency, or an employee of that agency designated by the secretary, in consultation with the air pollution control district or air quality management district within whose boundaries the regional agency or agencies are located.

(e) At the request of the agency, a local jurisdiction that owns, or is responsible for operation of, a trip-generating facility in another county shall participate in the congestion management program of the county where the facility is located. If a dispute arises involving a local jurisdiction, the agency may request the regional agency to mediate the dispute through procedures pursuant to subdivision (d) of Section 65089.2. Failure to resolve the dispute does not invalidate the congestion management program.

65089.3. The agency shall monitor the implementation of all elements of the congestion management program. The department is responsible for data collection and analysis on state highways, unless the agency designates that responsibility to another entity. The agency may also assign data collection and analysis responsibilities to other owners and operators of facilities or services if the responsibilities are specified in its adopted program. The agency shall consult with the department and other affected owners and operators in developing data collection and analysis procedures and schedules prior to program adoption. At least biennially, the agency shall determine if the county and cities are conforming to the congestion management program, including, but not limited to, all of the following:

- (a) Consistency with levels of service standards, except as provided in Section 65089.4.
- (b) Adoption and implementation of a program to analyze the impacts of land use decisions, including the estimate of the costs associated with mitigating these impacts.
- (c) Adoption and implementation of a deficiency plan pursuant to Section 65089.4 when highway and roadway level of service standards are not maintained on portions of the designated system.

65089.4. (a) A local jurisdiction shall prepare a deficiency plan when highway or roadway level of service standards are not maintained on segments or intersections of the designated system. The deficiency plan shall be adopted by the city or county at a noticed public hearing.

(b) The agency shall calculate the impacts subject to exclusion pursuant to subdivision (f) of this section, after consultation with the regional agency, the department, and the local air quality management district or air pollution control district. If the calculated traffic level of service following exclusion of these impacts is consistent with the level of service standard, the agency shall make a finding at a publicly noticed meeting that no deficiency plan is required and so notify the affected local jurisdiction.

(c) The agency shall be responsible for preparing and adopting procedures for local deficiency plan development and implementation responsibilities, consistent with the requirements of this section. The deficiency plan shall include all of the following:

- (1) An analysis of the cause of the deficiency. This analysis shall include the following:
 - (A) Identification of the cause of the deficiency.
 - (B) Identification of the impacts of those local jurisdictions within the jurisdiction of the agency that contribute to the deficiency. These impacts shall be identified only if the calculated traffic level of service following exclusion of impacts pursuant to subdivision (f) indicates that the level of service standard has not been maintained, and shall be limited to impacts not subject to exclusion.

(2) A list of improvements necessary for the deficient segment or intersection to maintain the minimum level of service otherwise required and the estimated costs of the improvements.

(3) A list of improvements, programs, or actions, and estimates of costs, that will (A) measurably improve multimodal performance, using measures defined in paragraphs (1) and (2) of subdivision (b) of Section 65089, and (B) contribute to significant improvements in air quality, such as improved public transit service and facilities, improved non-motorized transportation facilities, high occupancy vehicle facilities, parking cash-out programs, and transportation control measures. The air quality management district or the air pollution control district shall establish and periodically revise a list of approved improvements, programs, and actions that meet the scope of this paragraph. If an improvement, program, or action on the approved list has not been fully implemented, it shall be deemed to contribute to significant improvements in air quality. If an improvement, program, or action is not on the approved list, it shall not be implemented unless approved by the local air quality management district or air pollution control district.

(4) An action plan, consistent with the provisions of Chapter 5 (commencing with Section 66000), that shall be implemented, consisting of improvements identified in paragraph (2), or improvements, programs, or actions identified in paragraph (3), that are found by the agency to be in the interest of the public health, safety, and welfare. The action plan shall include a specific implementation schedule. The action plan shall include implementation strategies for those jurisdictions that have contributed to the cause of the deficiency in accordance with the agency's deficiency plan procedures. The action plan need not mitigate the impacts of any exclusions identified in subdivision (f). Action plan strategies shall identify the most effective implementation strategies for improving current and future system performance.

(d) A local jurisdiction shall forward its adopted deficiency plan to the agency within 12 months of the identification of a deficiency. The agency shall hold a noticed public hearing within 60 days of receiving the deficiency plan. Following that hearing, the agency shall either accept or reject the deficiency plan in its entirety, but the agency may not modify the deficiency plan. If the agency rejects the plan, it shall notify the local jurisdiction of the reasons for that rejection, and the local jurisdiction shall submit a revised plan within 90 days addressing the agency's concerns. Failure of a local jurisdiction to comply with the schedule and requirements of this section shall be considered to be nonconformance for the purposes of Section 65089.5.

(e) The agency shall incorporate into its deficiency plan procedures, a methodology for determining if deficiency impacts are caused by more than one local jurisdiction within the boundaries of the agency.

(1) If, according to the agency's methodology, it is determined that more than one local jurisdiction is responsible for causing a deficient segment or intersection, all responsible local jurisdictions shall participate in the development of a deficiency plan to be adopted by all participating local jurisdictions.

(2) The local jurisdiction in which the deficiency occurs shall have lead responsibility for developing the deficiency plan and for coordinating with other impacting local jurisdictions. If a local jurisdiction responsible for participating in a multi-jurisdictional deficiency plan does not adopt the deficiency plan in accordance with the schedule and requirements of paragraph (a) of this section, that jurisdiction shall be considered in nonconformance with the program for purposes of Section 65089.5.

(3) The agency shall establish a conflict resolution process for addressing conflicts or disputes between local jurisdictions in meeting the multi-jurisdictional deficiency plan responsibilities of this section.

(f) The analysis of the cause of the deficiency prepared pursuant to paragraph (1) of subdivision (c) shall exclude the following:

- (1) Interregional travel.
- (2) Construction, rehabilitation, or maintenance of facilities that impact the system.
- (3) Freeway ramp metering.
- (4) Traffic signal coordination by the state or multi-jurisdictional agencies.

- (5) Traffic generated by the provision of low-income and very low income housing.
- (6) (A) Traffic generated by high-density residential development located within one-fourth mile of a fixed rail passenger station, and
- (B) Traffic generated by any mixed use development located within one-fourth mile of a fixed rail passenger station, if more than half of the land area, or floor area, of the mixed use development is used for high density residential housing, as determined by the agency.
- (g) For the purposes of this section, the following terms have the following meanings:
 - (1) "High density" means residential density development which contains a minimum of 24 dwelling units per acre and a minimum density per acre which is equal to or greater than 120 percent of the maximum residential density allowed under the local general plan and zoning ordinance. A project providing a minimum of 75 dwelling units per acre shall automatically be considered high density.
 - (2) "Mixed use development" means development which integrates compatible commercial or retail uses, or both, with residential uses, and which, due to the proximity of job locations, shopping opportunities, and residences, will discourage new trip generation.

65089.5. (a) If, pursuant to the monitoring provided for in Section 65089.3, the agency determines, following a noticed public hearing, that a city or county is not conforming with the requirements of the congestion management program, the agency shall notify the city or county in writing of the specific areas of nonconformance. If, within 90 days of the receipt of the written notice of nonconformance, the city or county has not come into conformance with the congestion management program, the governing body of the agency shall make a finding of nonconformance and shall submit the finding to the commission and to the Controller.

(b) (1) Upon receiving notice from the agency of nonconformance, the Controller shall withhold apportionments of funds required to be apportioned to that nonconforming city or county by Section 2105 of the Streets and Highways Code.

(2) If, within the 12-month period following the receipt of a notice of nonconformance, the Controller is notified by the agency that the city or county is in conformance, the Controller shall allocate the apportionments withheld pursuant to this section to the city or county.

(3) If the Controller is not notified by the agency that the city or county is in conformance pursuant to paragraph (2), the Controller shall allocate the apportionments withheld pursuant to this section to the agency.

(c) The agency shall use funds apportioned under this section for projects of regional significance which are included in the capital improvement program required by paragraph (5) of subdivision (b) of Section 65089, or in a deficiency plan which has been adopted by the agency. The agency shall not use these funds for administration or planning purposes.

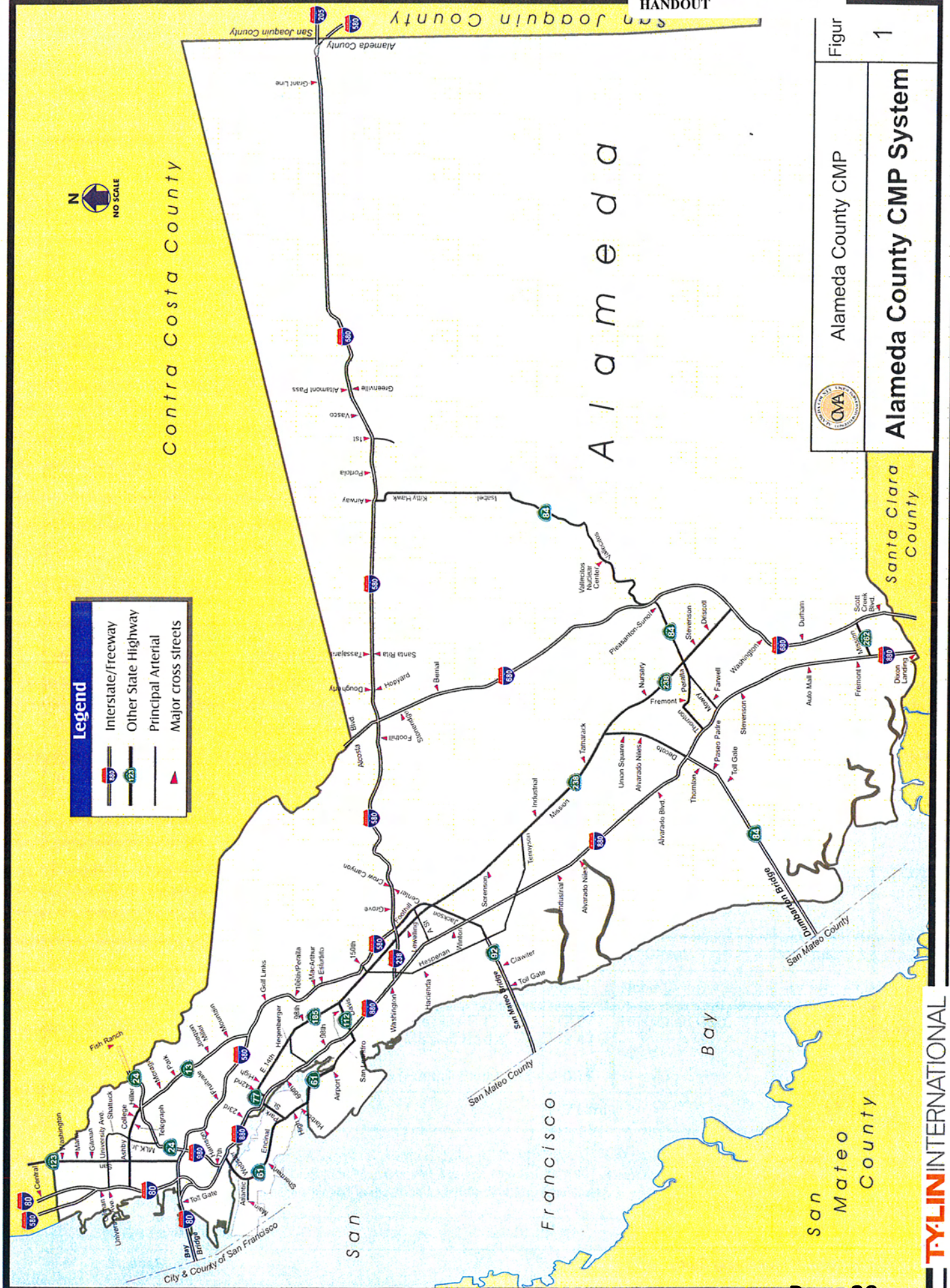
65089.6. Failure to complete or implement a congestion management program shall not give rise to a cause of action against a city or county for failing to conform with its general plan, unless the city or county incorporates the congestion management program into the circulation element of its general plan.

65089.7. A proposed development specified in a development agreement entered into prior to July 10, 1989, shall not be subject to any action taken to comply with this chapter, except actions

required to be taken with respect to the trip reduction and travel demand element of a congestion management program pursuant to paragraph (3) of subdivision (b) of Section 65089.

65089.9. The study steering committee established pursuant to Section 6 of Chapter 444 of the Statutes of 1992 may designate at least two congestion management agencies to participate in a demonstration study comparing multimodal performance standards to highway level of service standards. The department shall make available, from existing resources, fifty thousand dollars (\$50,000) from the Transportation Planning and Development Account in the State Transportation Fund to fund each of the demonstration projects. The designated agencies shall submit a report to the Legislature not later than June 30, 1997, regarding the findings of each demonstration project.

65089.10. Any congestion management agency that is located in the Bay Area Air Quality Management District and receives funds pursuant to Section 44241 of the Health and Safety Code for the purpose of implementing paragraph (3) of subdivision (b) of Section 65089 shall ensure that those funds are expended as part of an overall program for improving air quality and for the purposes of this chapter.



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Table ES.1—Performance of Alameda County Transportation System

ROADWAYS

PERFORMANCE MEASURE	Congestion (Level of Service)
OBJECTIVE OF CMP	Mobility / Air Quality
2008-2009 RESULTS	<p>Freeways: Uncongested (LOS A, B, C): increased by 11 percent; Moderately congested (LOS D and E): decreased by 10 percent; Severely congested LOS F): decreased by one percent</p> <p>Arterials: Uncongested increased three percent; moderately congested decreased four percent; and severely congested remained the same.</p>
OBSERVATION	From 2006 to 2008, freeways improved and arterials remained steady.

PERFORMANCE MEASURE	Average Speed
OBJECTIVE OF CMP	Mobility / Air Quality / Land Use
2008-2009 RESULTS	<p>Freeways: 51 mph for the afternoon peak</p> <p>Freeways: 52 for the morning peak</p> <p>Arterials: 26 mph for the afternoon peak</p>
OBSERVATION	Average speeds increased slightly (1.6 to 3.2 miles per hour) for arterials and free-ways.

PERFORMANCE MEASURE	Travel Time (Origin and Destination)
OBJECTIVE OF CMP	Mobility / Air Quality / Land Use
2008-2009 RESULTS	In general, transit trips continue to take 2 to 5.5 times longer than auto for the 10 travel location pairs studied. Consistently, Fremont-Pleasanton has the highest transit travel times, which are over 5.5 times longer than auto.
OBSERVATION	Overall, auto travel time has reduced and transit times have increased since 2006. Most transit delay is associated with transfer between lines.



PERFORMANCE MEASURE	Congestion (Vehicle Hours of Delay)
OBJECTIVE OF CMP	Air Quality / Economic
2008-2009 RESULTS	<p>Congestion decreased on most of the top 10 corridors in 2008, with 53,000 VHD in 2008, which is down from 63,900 VHD in 2007, a decrease of 17 percent.</p> <p>Congestion on eastbound I-80 across the bridge in the afternoon peak decreased seven percent compared with 2007.</p> <p>Congestion on EB I-580 in the afternoon decreased by 29 percent compared to 2007</p>
OBSERVATION	The congestion reduced along most corridors in the county likely due to the economic downturn.

PERFORMANCE MEASURE	Road Maintenance (PCI)
OBJECTIVE OF CMP	Economic
2008-2009 RESULTS	<p>Excellent: 10 percent</p> <p>Very Good: 23 percent</p> <p>Good: 23 percent</p> <p>Fair: 23 percent</p> <p>Poor: 15 percent</p> <p>Very Poor: six percent</p>
OBSERVATION	Percentage of roads reported to be in good or satisfactory condition was stable (reduced by one percent). This is an average among 15 jurisdictions.

PERFORMANCE MEASURE	Accidents
OBJECTIVE OF CMP	Mobility / Air Quality / Economic
2008-2009 RESULTS	<p>The following changes in total number of accidents occurred since 2007:</p> <p>I-680 had a 25 percent reduction.</p> <p>I-580 had a 24 percent reduction.</p> <p>SR-84 had a 30 percent reduction.</p> <p>I-238 had an eight percent increase.</p>
OBSERVATION	<p>Accident rates generally reduced in 2008, with the exception of I-238.</p> <p>Reductions may have been influenced by lessened congestion associated with the economic downturn.</p>



TRANSIT

PERFORMANCE MEASURE	Ridership
OBJECTIVE OF CMP	Air Quality / Economic / Land Use
2008-2009 RESULTS	Transit ridership in terms of total annual passenger boardings decreased by 2.3 percent in 2008 compared to 2007.
OBSERVATION	Likely due to the economic downturn.

PERFORMANCE MEASURE	Service Coordination
OBJECTIVE OF CMP	Mobility / Air Quality
2008-2009 RESULTS	Transfer facilities are located at BART, AMTRAK, ACE, Dublin and Livermore Transit Centers, two malls, Greyhound and ferry terminals
OBSERVATION	BART offers the greatest number of transfer opportunities.

PERFORMANCE MEASURE	Vehicle Maintenance
OBJECTIVE OF CMP	Air Quality
2008-2009 RESULTS	Bus Service: Miles between mechanical road calls reduced for Union City Transit, increased for LAVTA, and stayed stable for AC Transit. Rail: Mean time between service delays reduced by 11 percent for BART, beginning to reverse a five-year upward trend, and reduced by 17 percent for ACE.
OBSERVATION	Improvements in transit vehicle maintenance can be attributed to aggressive maintenance programs and operational improvements. Decreases in maintenance are attributed to aging fleets.



TRANSIT

PERFORMANCE MEASURE	Routing
OBJECTIVE OF CMP	Mobility / Air Quality / Land Use
2008-2009 RESULTS	Transit service coverage and passenger boardings both reduced by two percent.
OBSERVATION	Reduction in transit service coverage and passenger boardings parallel the downturn in the economy.

PERFORMANCE MEASURE	Frequency
OBJECTIVE OF CMP	Mobility / Air Quality / Land Use
2008-2009 RESULTS	LAVTA cut fixed route service 30 percent the end of FY 2008-2009; Union City Transit terminated some of the Sunday service.
OBSERVATION	Reductions in transit frequency in 2008 show a response to the economic downturn, combined with a response to state budget cuts.

BICYCLE

PERFORMANCE MEASURE	Countywide Bike Plan
OBJECTIVE OF CMP	Mobility / Air Quality
2008-2009 RESULTS	Twelve High Priority projects showed progress in environmental, design and funding in 2008.
OBSERVATION	Bicycle facilities are progressing.



Pedestrian Access

The CMA Board and ACTIA adopted the first Countywide Strategic Pedestrian Plan in October 2006. The Pedestrian Plan identifies and prioritizes pedestrian improvements and programs to increase walking and improve safety on a countywide level. Performance measures to monitor progress toward the Plan's goals and objectives are being developed, and may include:

- Completed Projects
- Pedestrian Counts
- Pedestrian Collisions with Motor Vehicles

■ Completed Projects

Funding for capital projects in the Pedestrian Plan are focused in areas of countywide significance, defined as "places that serve pedestrians traveling to and from a variety of locations through Alameda County and beyond." Three targeted areas and corresponding capital projects and programs include providing access to:

- Transit
- Activity Centers
- Inter-jurisdictional Trails

Four projects of countywide significance completed in FY 2008-2009, include:

- City of Alameda: Atlantic/Webster Streets Intersection Improvements;
- Hayward: San Francisco Bay Trail Eden Landing;
- San Leandro: San Francisco Bay Trail Oakland/San Leandro Connector; and
- Oakland: San Francisco Bay Trail Tidewater Segment.

■ Pedestrian Counts

As shown in Appendix D-1 the UC Berkeley Traffic Safety Center in 2009 and MTC in 2002 collected data to measure pedestrian mobility trends. Pedestrians were counted in the weekday afternoons at three intersections in Berkeley, Dublin and San Leandro. In comparing the two data sources by year, two locations (Dublin and San Leandro) showed an increase, while Berkeley counts remained relatively stable. Additional research on pedestrian mobility is underway.

■ Pedestrian Collisions with Motor Vehicles

In 2008, the reported countywide motor-vehicle-involved pedestrian collisions, resulting in injuries and fatalities, increased by nearly 4 percent, to 682 pedestrians since 2004 (see Appendix D-2). The rate of collisions has remained steady with more people walking.

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ALAMEDA

County Transportation
Commission

ACCMA ■ 1333 Broadway, Suite 220 ■ Oakland, CA 94612 ■ PH: (510) 836-2560
ACTIA ■ 1333 Broadway, Suite 300 ■ Oakland, CA 94612 ■ PH: (510) 893-3347

www.AlamedaCTC.org

Date:

To:

Address:

Email:

SUBJECT: Comments on the Notice of Preparation of a Draft Environmental Impact Report (DEIR) for City of xxxxxxxxxxxx

Dear Ms./Mr:

Thank you for the opportunity to comment on the Notice of Preparation (NOP) for a Draft Environmental Impact Report (DEIR) for the City of xxxxxxxxxxxx. The Project Area covers..... :

Details added here

The Alameda County Transportation Commission (Alameda CTC), on behalf of the Alameda County Congestion Management Agency (ACCMA) through the powers delegated to Alameda CTC by the joint powers agreement which created Alameda CTC, respectfully submits the following comments:

- The City of Oakland adopted Resolution No. on establishing guidelines for reviewing the impacts of local land use decisions consistent with the Alameda County Congestion Management Program (CMP). If the proposed project is expected to generate at least 100 p.m. peak hour trips over existing conditions, the CMP Land Use Analysis Program requires the City to conduct a traffic analysis of the project using the Countywide Transportation Demand Model for projection years 2015 and 2035 conditions. Please note the following paragraph as it discusses the responsibility for modeling.
 - The CMP was amended on March 26th, 1998 so that local jurisdictions are responsible for conducting the model runs themselves or through a consultant. The Alameda CTC and ACCMA have a Countywide model that is available for this purpose. The City of and the ACCMA signed a Countywide Model Agreement on Before the model can be used for this project, a letter must be submitted to the Alameda CTC requesting use of the model and describing the project. A copy of a sample letter agreement is available upon request.

Potential impacts of the project on the Metropolitan Transportation System (MTS) need to be addressed. (See 2009 CMP Figure 2). The MTS roads in the city of in the project study area are;

- The DEIR should address all potential impacts of the project on the MTS roadway and transit systems. These include MTS roadways as shown in the attached map as well as BART and AC Transit. Potential impacts of the project must be addressed for 2015 and 2035 conditions.
 - Please note that the ACCMA and Alameda CTC have *not* adopted any policy for determining a threshold of significance for Level of Service for the Land Use Analysis Program of the CMP. Professional judgment should be applied to determine the significance of project impacts (Please see chapter 6 of 2009 CMP for more information).
 - For the purposes of CMP Land Use Analysis, 2000 Highway Capacity Manual is used.
- The adequacy of any project mitigation measures should be discussed. On February 25, 1993, the ACCMA Board adopted three criteria for evaluating the adequacy of DEIR project mitigation measures:
 - Project mitigation measures must be adequate to sustain CMP service standards for roadways and transit;
 - Project mitigation measures must be fully funded to be considered adequate;
 - Project mitigation measures that rely on state or federal funds directed by or influenced by the CMA must be consistent with the project funding priorities established in the Capital Improvement Program (CIP) section of the CMP or the Regional Transportation Plan (RTP).

The DEIR should include a discussion on the adequacy of proposed mitigation measures relative to these criteria. In particular, the DEIR should detail when proposed roadway or transit route improvements are expected to be completed, how they will be funded, and what would be the effect on LOS if only the funded portions of these projects were assumed to be built prior to project completion.

- Potential impacts of the project on CMP transit levels of service must be analyzed. (See 2009 CMP, Chapter 4). Transit service standards are 15-30 minute headways for bus service and 3.75-15 minute headways for BART during peak hours. The DEIR should address the issue of transit funding as a mitigation measure in the context of the Alameda CTC / ACCMA policies discussed above.
- The DEIR should also consider demand-related strategies that are designed to reduce the need for new roadway facilities over the long term and to make the most

efficient use of existing facilities (see 2009 CMP, Chapter 5). The DEIR should consider the use of TDM measures, in conjunction with roadway and transit improvements, as a means of attaining acceptable levels of service. Whenever possible, mechanisms that encourage ridesharing, flextime, transit, bicycling, telecommuting and other means of reducing peak hour traffic trips should be considered. The Site Design Guidelines Checklist may be useful during the review of the development proposal. A copy of the checklist is enclosed.

- The EIR should consider opportunities to promote countywide bicycle routes identified in the Alameda Countywide Bicycle Plan, which was approved by the ACCMA Board in October 2006. The approved Countywide Bike Plan is available at <http://www.accma.ca.gov/pages/HomeBicyclePlan.aspx>.
- The Alameda Countywide Strategic Pedestrian Plan, developed by the Alameda County Transportation Improvement Authority (ACTIA), was adopted by both the ACTIA and ACCMA Boards in September 2006 and October 2006, respectively. The EIR should consider opportunities to promote pedestrian improvements identified in the Plan through the project development review process. The approved Plan is available at http://www.actia2022.com/ped-toolkit/Full_Ped_Plan.pdf
- For projects adjacent to state roadway facilities, the analysis should address noise impacts of the project. If the analysis finds an impact, then mitigation measures (i.e., soundwalls) should be incorporated as part of the conditions of approval of the proposed project. It should not be assumed that federal or state funding is available.
- Local jurisdictions are encouraged to consider a comprehensive Transit Oriented Development (TOD) Program, including environmentally clearing all access improvements necessary to support TOD development as part of the environmental documentation.

Thank you for the opportunity to comment on this Notice of Preparation. Please do not hesitate to contact me at 510.350.2334 if you require additional information.

Sincerely,

Laurel Poeton
Engineering Assistant

Cc: Beth Walukas, Manager of Planning
File: CMP – Environmental Review Opinions – Responses - 2010

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Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations			
<ul style="list-style-type: none"> Integrate the performance measures developed from the CWTP-TEP and RTP/SCS process as appropriate <i>Every year collect data for the newly adopted measures, which will include the existing measures, in the same manner as it is currently done by using the existing data sources. Every other year, subject to availability of funding, augment data collection to collect additional data for all modes, as needed for improved analysis of the performance of the countywide transportation system.</i> For the existing Alameda CTC CMP measure “Coordination Between Operators”, expand measure to include an evaluation of the existing public transit system in Alameda County, including developing a strategy for improvement of the transit systems or developing a potential comprehensive countywide transit plan. Implementation of this recommendation would depend on the availability of funding. 			
3. CMP Element -Travel Demand Management (TDM)			
Legislation Requirement – key elements <ul style="list-style-type: none"> Adopt TDM strategies to promote alternative transportation methods 			
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA
<ul style="list-style-type: none"> Alameda CTC is currently implementing five different options 	<ul style="list-style-type: none"> Implementation of TDM is combined with the implementation of GMP. The GMP requires adoption of TSM ordinance for trip reduction by the jurisdictions. 	<ul style="list-style-type: none"> Adopted various policies stemming from the City’s Transit First policy for advocating TDM. Also, combined it with active parking management and current and future pricing options. 	<ul style="list-style-type: none"> CDT program encourages various trip reduction efforts through partnerships and incentive programs. Implemented Ecopass and rail shuttles.
Recommendation: <ul style="list-style-type: none"> To be more successful in getting more people switch to alternative modes, explore developing a countywide comprehensive TDM program in the context of the SB 375 related efforts at local and regional level. This would include parking management and pricing strategies, and studying the existing countywide TDM resources such as Park-N-Ride lots, Guaranteed Ride Home and Travel Choice programs for potential for increased usage 			

Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations				
4.a CMP Element - Land Use Analysis Program				
Legislation Requirement – key elements <ul style="list-style-type: none"> Adopt a program to analyze the impacts of land use decisions made by the local jurisdictions on the regional transportation systems 				
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA	
<ul style="list-style-type: none"> Implemented through reviewing and commenting on General Plan Amendments (GPA), Notice of Preparation (NOP) for environmental documents and Environmental Impact Reports (EIR). Uses 2000 HCM and will consider 2010 HCM when it is released. Comments and recommendations made in terms of impact on multi-model system. Tri-Valley Transportation Development Impact Fee (TVTDF) 	<ul style="list-style-type: none"> Same as Alameda CTC in reviewing documents. Adopted technical procedures (based on 1985 HCM) are followed for transportation impact analysis. Has established Regional Transportation Planning Committees in place. Local and regional Transportation Development Impact Fee adopted by individual 	<ul style="list-style-type: none"> Same as Alameda CTC in reviewing documents. Uses 2000 HCM. New Auto Generated Trip (AGT) as a measure is considered for replacing the current auto focus LOS. An Associated Development Impact Fee, AGTF is being studied. 	<ul style="list-style-type: none"> Same as Alameda CTC in reviewing documents. Uses 2000 HCM. More responsibility for the jurisdictions to track development trends in the county. Adopted Transportation Impact Guidelines are followed for preparation of transportation impact analysis. . May explore moving towards SFCTA's AGT approach. 	

Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations			
	jurisdictions such as sub-regional TVTDF as part of the GMP.		
Recommendation: <ul style="list-style-type: none"> Update NOP/GPA response letter to reflect current focus on Preferred Development Areas and greenhouse gas related efforts in view of SB 375. Consider options for tracking developments countywide similar to VTA but with minimal resources. For projects that may impact long travel corridors that traverse multiple jurisdictions within the County, consider establishing a means for the project to contribute its fair share of required mitigation measures. Consider implementing a sub-regional transportation impact fee in the other three Planning Areas similar to Tri Valley's Transportation Development Fee. 			
4.b CMP Element - Land Use Analysis Program			
Legislation Requirement – key elements <ul style="list-style-type: none"> Ability to require trip generators in other counties to participate in the respective county's CMP 			
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA
<ul style="list-style-type: none"> Previous cross-county partnership for SR 24, I-80 projects. No cost-sharing arrangements in place. 	<ul style="list-style-type: none"> a. No cost sharing arrangement with adjacent county. 	<ul style="list-style-type: none"> Cross County-Line Study between C-CAG (San Mateo County CMA (C-CAG) and SFCTA underway to study the development around the county line and travel pattern, and to establish a potential fair-share cost of development impact mitigation 	<ul style="list-style-type: none"> No cost sharing arrangement with adjacent county.

Table 1 – Comparison of Alameda CTC CMP activities with other CMAs and Recommendations			
		around the county line.	
Recommendation: <ul style="list-style-type: none"> For congested cross county corridors, explore developing partnerships for sharing the cost for implementing related mitigation measures. For long term corridor improvements for such corridors, explore establishing cross county partnerships to develop mutually agreeable strategies for improvements. As a first step in this direction, a county line development study in partnership with San Joaquin County could be considered. 			
5. CMP Element - Infill Opportunity Zones			
Legislation Requirement – key elements <ul style="list-style-type: none"> The legislation related to Infill Opportunity Zone had a sunset in December 2009. Now there is an increased need to better coordinate the land use and transportation connection in view of SB 375 requirements. 			
What is done by Alameda CTC	Contra Costa Transportation Authority (CCTA)	San Francisco County Transportation Authority (SFCTA)	VTA
<ul style="list-style-type: none"> No IOZ adopted. 	<ul style="list-style-type: none"> No IOZ adopted. 	<ul style="list-style-type: none"> IOZs were adopted as part of 2009 CMP Update and it covers almost the entire city. 	<ul style="list-style-type: none"> Adopted a policy supported with incentives to encourage Land Use and Transportation planning. Also adopted Transportation Energy and Air Quality program.
Recommendation: <ul style="list-style-type: none"> In view of the current efforts regarding the importance of the land use and transportation connection in the context of SB 375, explore ways of harmonizing policies, guidelines and regulation so that infill development is easier to implement. 			

Comments from the City of Alameda and Responses

General Comments

1. Please provide a summary of pros and cons of the changes that are being proposed with a specific focus of local agency. This is important for us to understand the issues and provide our input at the March ACTAC meeting.

Response – These comments will be addressed to when specific recommendations on chapters are brought to the Committees and the Commission for consideration.

2. What are the potential funding concerns for the local agencies if the changes are implemented? What are we expected to do when one of the modes are deficient and how it would be different from the past practice of creating a deficiency plan?

Response – Will be addressed when specific recommendations are made in the appropriate CMP chapter.

3. What other CMA's are doing in regards to updating their CMP and how they are tackling the issues of SB 375 and/or AB 32.

Response – A review and comparison of three other CMA's CMP activities will be presented at the March ACTAC meeting.

4. How to handle the arterail congestion and associated potential deficiency plan that is a result of a Caltrans or another regional agency project? This issue came up during our discussions on the I880-29th/23rd project impacts on Park Street. There, we are anticipating additional congestion due to the changes at the freeway ramps.

Response -Construction related impacts are exempted for the purposes of identifying Deficiency Plan

5. What about TSM (SMART Corridors) approach when dealing with the CMP street congestion. There needs to be stronger emphasis on this as the current capacities will be difficult increase with no major roadway expansions.

Response – We will take this suggestion under advisement and will consider it in the update of the CMP and CWTP.

Specific Comments

LOS Standards

1. As you know that many of our arterials are congested near the ingress and egress points of the Island. This congestion is a direct result of limited capacities at the crossings. How the LOS standards will take into account the Island setting of Alameda

when applying the rules that are mostly geared towards a typical City that experiences significant diversions from the freeways during congestion times? What we are asking to keep this aspect in mind when developing the standards for the Island City like ours. For example, we are probably the only City in the County that is OK with freeway CMS that would advise motorists to use the City streets in a way to reduce freeway congestion at the estuary crossings.

Response – This suggestion will be considered during the 2013 CMP Update as the LOS Standards for the purposes of Level of Service Monitoring will be reviewed as part of the 2013 Update.

2. Please keep "Movement of People and Goods" as the key goal in prioritizing modes of transportation or applying LOS standards for different modes.

Response – Comment noted for the CMP Update.

Performance Measures

1. The report indicates that the performance measures from the TEP and CWTP processes may be used for the CMP performance measures. This needs to be done with thorough input from local agencies as the goal and purpose of the two programs are different, and therefore we need to be careful.

Response - While this will be addressed in the 2011 CMP Update and discussed with the local jurisdictions, we would like to clarify that the connection between the CMP and CWTP is not too different. The CWTP is a Long Range Comprehensive Transportation Improvement Plan for the County and the CMP is one of the tools, a short term one, to address the mobility needs of the county and help in achieving the goals of the CWTP. Therefore, the performance measures may be used in different ways. For the CWTP, the performance measures will be used to compare the transportation scenarios in terms of how they meet the adopted measures, while for the CMP they are used to assess the current or most recent past performance of the multi-modal system in the county.

TDM Element

1. We noticed the word of shuttles in the proposal. AC Transit has been concerned about the proliferation of competing shuttles. So we need to create a system where shuttles complement buses and do not compete with them.

Response – Suggestion noted, and will be incorporated in the update of the TDM element of the CMP if any shuttles program is recommended.

Land Use Analysis Program

1. Consider the CAP and Trade concept in addressing the multi jurisdictional impacts and tackling them for a win/win for all jurisdictions involved. The Cap and Trade will work

great when used in the context of GHG emissions or unused capacity of a facility in one jurisdiction.

Response - We will take this suggestion under advisement and will consider it in the update of the CWTP.

2. The sub-regional TIF concept for Alameda County is interesting, but the report did not provide any details how it is collected and how is the nexus is created for the fee. The City will be concerned about more fees on businesses and developers in an environment of limited development activity.

Also does this mean that in order to evaluate impacts of a project on a region a regional model run would be required even for smaller projects?

Response – Will be addressed as part of the CMP update if the approach for the sub-regional TIF is approved.

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Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Planning, Policy and Legislation Committee

SUBJECT: Approval of Amendment No. 1 to the On-Call Modeling Contract with Dowling Associates, Inc. and Extend Contract Expiration Date

Recommendations

It is recommended that the Commission approve Amendment No. 1 to the current professional services contract with Dowling Associates, Inc. to increase the contract amount by \$70,000 and to extend the contract period until June 30, 2012. These actions are needed because of increased modeling needs for the purposes of the Countywide Transportation Plan and Transportation Expenditure Plan development and the Congestion Management Program update.

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, Dowling Associates was hired in June 2010 for a total contract amount of \$110,328 that included \$20,000 for on-call services. However, the Countywide Transportation Plan and Expenditure Plan development and the comprehensive update of the Congestion Management Program have resulted in the need for additional on-call modeling services. Contract Amendment No. 1 would increase the amount of the current Dowling Associates, Inc. contract to accommodate the unanticipated modeling needs to support the above activities and would extend the contract period to June 30, 2012.

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 updates their database every two years and Alameda CTC contracts out its modeling work, a modeling consultant firm is hired periodically to perform updates and maintain the model and provide other as needed modeling services.

In order to update the model to the most recently released ABAG land use and socio-economic database, Projections 2009, Dowling Associates was selected through the Request For Proposal process in June 2010. Their contract amount of \$110,328 included \$20,000 for on-call services to be used for the LOS Monitoring related modeling work and other needs. However, because of the on-going comprehensive update of the Congestion Management Program and the development of the Countywide Transportation Plan and Transportation Expenditure Plan, there have been unanticipated and increased needs for using the countywide travel demand model to develop results to inform decision making.

The Commission is therefore requested to approve Amendment No. 1 to the Dowling Associates, Inc. contract to provide additional on-call services assistance through fiscal year 2011-12. The additional modeling tasks are estimated to cost \$70,000. The current contract with Dowling Associates ends on March 31, 2012. As part of Amendment No.1, the Commission is requested to extend the contract end date to June 30, 2012 to be consistent with the fiscal year timeframe.

Fiscal Impact

The approved budget for the current fiscal year 2010-11 includes \$20,000 of the requested \$70,000. The remaining \$50,000 is proposed to be included in the fiscal year 2011-12 budget and the source of funding will be MTC Planning Funds.



Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: Approval of One Year Extension of Project Monitoring Contract with Advance Project Delivery Inc. (APDI)

Recommendation

It is recommended the Commission approve a one (1) year extension (through FY 2011/12) of the contract with Advance Project Delivery Inc. for Project Monitoring and Programming Assistance Services for projects programmed with various State, Federal, TFCA and CMA TIP funds and authorize the Executive Director to execute any required agreements, not to exceed \$150,000.

Summary

The Alameda County Congestion Management Agency authorized the Executive Director to execute a contract for project monitoring services and programming assistance, for a period of up to four (4) years in the spring of 2007. The four year period will be completed June 30, 2011. Staff is proposing a one (1) year extension to the contract with Advance Project Delivery Inc. The Alameda CTC has released multiple RFPs for many services/contracts required by the Alameda CTC, but is proposing to delay this advertisement of this proposed service. Staff is proposing an extension to the proposed contract for one additional year, making the total term of the contract five (5) years, and advertising to competitively procure a new contract for the services for FY 2012/13. Staff will provide additional information on the procurement of the services in FY 2011/12.

Background

Currently, project monitoring and reporting for all State, Federal, TFCA and CMA TIP funds, including the development of "At Risk Reports" over the course of the year, is completed within the scope of the Project Monitoring and Programming Assistance Contract with Advance Project Delivery Inc.

It is recommended the Board continue the monitoring efforts which have supported the programming activities managed by the Alameda CTC, including project delivery support to project sponsors for a one (1) year period, through FY 2011/12. An RFP will be released requesting proposals for project monitoring and reporting for State, Federal, TFCA and CMA TIP programs and for on-call assistance for other programming activities in FY 2011/12 for a new contract starting FY 2012/13.

The services provided through this contract can be broken into the following two (2) categories:

1. Project Monitoring and Reporting Services:

The consultant will provide project monitoring and reporting services to support the programming activities managed by the Alameda CTC including providing support to project sponsors in dealing with various funding agencies and requirements. This will be a continuation of the Alameda CTC's current effort which has had success in helping Alameda County projects meet required project delivery deadlines.

2. On-Call Programming Assistance Services:

The consultant will provide on-call assistance for programming activities on an as needed basis to assist Alameda CTC staff in reviewing candidate projects and developing funding recommendations in the various programs administered by the Alameda CTC.

Fiscal Impact

Fund sources used to support monitoring and programming assistance have included a combination of local and state funding sources. Funding for these services is included in the FY 2010/11 budget for services through June 30, 2011. The FY 2011/12 budget will include the funding to support the proposed contract extension through June 20, 2012.



Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of Certifications and Assurances for the Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Program**

Recommendation

It is recommended that the Commission adopt Resolution 11-007 which 1) authorizes the execution of Certifications and Assurances documents for the PTMISEA Bond Program; and 2) appoints the Executive Director or designee as the Alameda CTC's authorized agent to execute the Certifications and Assurances, grant applications, funding agreements, reports or any other documents necessary for project funding and PTMISEA program compliance.

Summary

The California Department of Transportation (Caltrans) has recently updated the PTMISEA guidelines and developed a Certifications and Assurances document (Attachment A). Beginning in January 2011, each PTMISEA Project Sponsor will be required to sign the Certification and Assurances document prior to receiving an allocation of Fiscal Year 2010/11 funds or later. The Certification and Assurances document contains general conditions of the PTMISEA program, already stated in the guidelines, as well as some additional Cost Principles and Record Retention requirements that are standard for other State funded projects.

Discussion/Background

The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, approved by the voters as Proposition 1B in November 2006, included a directive that approximately \$3.6 billion be deposited into the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) for use by transit operators over a 10-year period. The Alameda CTC's allocation from PTMISEA is based on the Altamont Commuter Express (ACE) service within Alameda County.

Since the inception of the PTMISEA grant program, the Alameda County Congestion Management Agency (ACCMA) has received appropriations of approximately \$600,000 (FYs 2007/08, 2008/09 & 2009/10). Future PTMISEA grants for ACE are expected to be made in the name of Alameda CTC. For the FY 2010/11 grant year, Caltrans has developed a document entitled, "Certifications and Assurances," which outlines special requirements with which project sponsors must comply in order to receive PTMISEA funds.

Beginning with the 2010/11 fiscal year, Caltrans is requiring that project sponsors, such as the Alameda CTC, submit an authorizing resolution from their governing boards that approves the submission of the Certifications and Assurances, as well as the following actions that have been previously required: 1) authorizes the Alameda CTC to accept PTMISEA funds, and; 2) authorizes an individual to execute the Certifications and Assurances, future funding agreement(s) and other relevant documents necessary for funding and completing PTMISEA-funded projects.

It is recommended that the Alameda CTC Board adopt Resolution 11-007 to support the above listed actions.

Fiscal Impacts

There will be no impact to the approved Alameda CTC - ACCMA budget by this action.

Attachments

Attachment A: PTMISEA Certifications and Assurances

Attachment B: Draft Alameda CTC Resolution #11-007

Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Bond Program

Certifications and Assurances

Project Sponsor: **ALAMEDA COUNTY TRANSPORTATION COMMISSION**

Effective Date of this Document: **February 15, 2011**

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) bond program. As a condition of the receipt of PTMISEA bond funds, project sponsors must comply with these terms and conditions.

A. General

- (1) The project sponsor agrees to abide by the current PTMISEA Guidelines
- (2) The project sponsor must submit to the Department a PTMISEA Program Expenditure Plan, listing all projects to be funded for the life of the bond, including the amount for each project and the year in which the funds will be requested.
- (3) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

- (1) The project sponsor certifies that required environmental documentation is complete before requesting an allocation of PTMISEA funds. The project sponsor assures that projects approved for PTMISEA funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project sponsor certifies that PTMISEA funds will be used only for the transit capital project and that the project will be completed and remains in operation for its useful life.
- (3) The project sponsor certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.

- (4) The project sponsor certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (5) The project sponsor must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (6) Any interest the project sponsor earns on PTMISEA funds must be used only on approved PTMISEA projects.
- (7) The project sponsor must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (8) Under extraordinary circumstances, a project sponsor may terminate a project prior to completion. In the event the Project Sponsor terminates a project prior to completion, the Project Sponsor must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.
- (9) Funds must be encumbered and liquidated within the time allowed in the applicable budget act.

C. Reporting

- (1) Per Government Code § 8879.55, the project sponsor must submit the following PTMISEA reports:
 - a. Semi-Annual Progress Reports by February 15th and August 15th each year.
 - b. A Final Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of PTMISEA bond funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which PTMISEA funds have been received or expended.

D. Cost Principles

- (1) The project sponsor agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- (2) The project sponsor agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving PTMISEA funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project sponsor has received payment that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project sponsor to the State of California (State). Should the project sponsor fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project sponsor from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The project sponsor agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project sponsor, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project sponsor, its contractors and subcontractors connected with PTMISEA funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project sponsor, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Project Sponsor pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project sponsor's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with

the performance of the project sponsor's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project sponsor shall furnish copies thereof if requested.

- (3) The project sponsor, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

- (1) A project sponsor may lend its unused funds from one year to another project sponsor for an eligible project, for maximum fund use each fiscal year (July 1 – June 30). The project sponsor shall collect no interest on this loan.
- (2) Once funds have been appropriated in the budget act, a project sponsor may begin a project with its own funds before receiving an allocation of bond funds, but does so at its own risk.
- (3) The Department may perform an audit and/or request detailed project information of the project sponsor's PTMISEA funded projects at the Department's discretion at any time prior to the completion of the PTMISEA program.

I certify all of these conditions will be met.

Alameda County Transportation Commission

BY: _____

Arthur L. Dao, Executive Director
Alameda CTC

Attachment: Alameda CTC Resolution 11-007 dated March 24, 2011

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
RESOLUTION # 11-007**

**Authorization for Execution of the Certifications and Assurances Documents for the Public
Transportation Modernization, Improvement, and Service Enhancement Account
Bond Program**

WHEREAS, the **Alameda County Transportation Commission** (“Alameda CTC”), acting on behalf of the Alameda County Congestion Management Agency (“ACCMA”) through the powers delegated to Alameda CTC by the joint powers agreement which created Alameda CTC, is an eligible project sponsor and may receive state funding from the Public Transportation Modernization, Improvement, and Service Enhancement Account (“PTMISEA”) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 88 (2007) named the California Department of Transportation (“Caltrans”) as the administrative agency for the PTMISEA; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing PTMISEA funds to eligible project sponsors (local agencies); and

WHEREAS, the Alameda CTC wishes to delegate authorization to execute these documents and any amendments thereto to its Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Alameda CTC that Alameda CTC agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all PTMISEA funded transit projects; and

BE IT FURTHER RESOLVED that the Executive Director or designee is hereby authorized to execute all required documents of the PTMISEA program and any amendments thereto with Caltrans.

DULY PASSED AND ADOPTED by the Alameda County Transportation Commission at the regular meeting of the Board held on Thursday, March 24, 2011 in Oakland, California, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

SIGNED:

ATTEST:

Mark Green
Chair

Gladys V. Parmelee
Clerk of the Commission

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Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines**

Recommendation

It is recommended the Commission approve the Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines for FY 2011/12.

Summary

TFCA Program Managers are required to review the TFCA Program Guidelines on an annual basis. As of July 2010, the Alameda CTC is now the TFCA Program Manager for Alameda County. Revisions to the Alameda County TFCA Program Guidelines were last approved by the (Alameda County Congestion Management Agency) Board in March 2010.

Information

Statute requires Program Managers to annually review the programming guidelines for the TFCA Program. As specified in the Health and Safety Code section 44241, the Alameda CTC, as the entity designated to receive the TFCA Program Manager funds, is required to hold a public meeting, at least once a year, for the purpose of adopting criteria for the expenditure of the funds and to review the expenditure revenues. This review period allows staff to incorporate updates to the TFCA legislation into the Alameda CTC's TFCA Program, as well as consider additional comments to the program from the member agencies.

Staff is proposing the attached revisions to the Alameda CTC TFCA Program Guidelines based on the Bay Area Air Quality Management District (Air District)'s final FY 2011/12 TFCA Policies, approved by the Air District Board on December 2, 2010, and the Air District Expenditure Plan Guidance released December 22, 2010. Additionally, clarifications have been made to the guidelines based on staff's experiences with administering the TFCA program.

Edits of note to the Alameda CTC TFCA Program Guidelines for 2011/12:

- The implementation of automobile buy back scrappage programs has been removed from the list of eligible project types to reflect the Air District's current Program Manger Fund Policies.

ALAMEDA COUNTY
CONGESTION MANAGEMENT TRANSPORTATION
AGENCY COMMISSION
TRANSPORTATION FUND FOR CLEAN AIR
(TFCA) PROGRAM GUIDELINES

I. BACKGROUND

AB 434 (Sher, Statutes of 1991) and AB 414 (Sher, Statutes of 1995) permit the Bay Area Air Quality Management District (hereinafter the "Air District") to collect a fee of up to \$4 per vehicle per year for reducing air pollution from motor vehicles and for related planning and programs. This legislation requires the Air District to allocate 40% of the revenue to an overall program manager in each county. The overall program manager must be designated "by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population."

As of July 2010, the Alameda County Transportation Commission (hereinafter the "Alameda CTC"), is acting on behalf of the Alameda County CMA and has been designated as overall program manager in Alameda County in accordance with the above requirements, through the powers delegated to the Alameda CTC by the joint powers agreement which created the Alameda CTC.

II. ELIGIBLE PROJECTS

Projects/Programs eligible for funding from revenues generated by this fee are:

1. Implementation of rideshare programs;
2. Purchase or lease of clean fuel buses for school districts and transit operators;
3. Provision of local feeder bus or shuttle service to rail and ferry stations and to airports;
4. Implementation and maintenance of local arterial traffic management, including, but not limited to, signal timing, signal preemption, bus stop relocation and "smart streets";
5. Implementation of rail-bus integration and regional transit information systems;
6. Implementation of demonstration projects in congestion pricing of highways, bridges and public transit; and in telecommuting (No funds expended pursuant telecommuting projects shall be used for the purchase of personal computing equipment for an individual's home use);
7. Implementation of vehicle-based projects to reduce mobile source emissions, including, but not limited to light duty vehicles with a gross vehicle weight (GVW) of 10,000 pounds or lighter, engine repowers, engine retrofits, fleet modernization, alternative fuels, and advanced technology demonstrations. Note: Engine repowers are subject to Air District approval on a case-by-case basis;
8. Implementation of smoking vehicles program;
- ~~9. Implementation of automobile buy back scrappage program operated by a governmental agency;~~
- 10.9. Implementation of bicycle facility improvement projects that are included in an adopted countywide bicycle plan or congestion management program; and

11.10. Design and construction by local public agencies of physical improvements that support development projects that achieve motor vehicle emission reductions. The projects and the physical improvements shall be identified in an approved area-specific plan, redevelopment plan, general plan, or other similar plan.

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

AB 414 adds a requirement that County Program Managers adopt criteria for the expenditure of the county subventions and to review the expenditure of the funds. The content of the criteria and the review were not specified in the bill. However, the Air District has specified that any criteria used by a Program Manager must allocate funding to projects that are: 1) eligible under the law, 2) reduce motor vehicle emissions, 3) implement the relevant Transportation Control Measures and/or Mobile Source Measures in the Air District’s most recently approved strategy(ies) for state and national ozone standards (2010 Clean Air Plan, or CAP), and 4) are not planning or technical studies.

The program funds will be disbursed either through an individual call for projects or in a coordinated call for projects with other funding sources that provide funding for similar projects.

III. COST EFFECTIVENESS

The Air District requires that all proposed and completed projects be evaluated for TFCA cost-effectiveness. The Alameda CTC will measure the effectiveness level of TFCA-funded projects using the TFCA cost of the project divided by an estimate of the total tons of emissions reduced (reactive organic gases (ROG), oxides of nitrogen (NO_x), and weighted particulate matter 10 microns in diameter and smaller (PM₁₀)) due to the project. These are used to calculate a cost effectiveness number of \$/ton. The Alameda CTC will only approve projects with a TFCA cost effectiveness, on an individual project basis, equal to or less than \$90,000 of TFCA funds per ton of total ROG, NO_x and weighted PM₁₀ emissions reduced (\$/ton). ~~All projects will be required to conduct cost effectiveness calculations.~~

IV. GENERAL PROGRAM STRUCTURE

As the overall program manager in Alameda County, the Alameda CTC will be allocated 40% of the funds collected in Alameda County. The Air District will advance these funds to the Alameda CTC in biannual installments each fiscal year.

The 40% funds programmed by the Alameda CTC will be distributed as follows:

- A maximum of 5% of the funds for program implementation and administration annually to the Alameda CTC.
- 70% of the remaining funds to be allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. City population will be updated annually based on State Department of Finance estimates. 70% funds will be programmed annually in its own

call for projects or in a coordinated call for projects with like funding sources. The Board may also program against future TFCA programming for projects that are larger than the annual funds available.

- 30% of the funds (discretionary) allocated to transit related projects. All eligible applicants may apply for these funds for transit related projects. 30% funds will be programmed annually in its own call for projects or in a coordinated call for projects with like funding sources. The Board may also program against future TFCA programming for projects that are larger than the annual funds available.

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 of the 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 available in the current year.

With approval from the Alameda CTC Board, a local jurisdiction may request programming of a multi-year project using its current and projected future year share of the 70% funds.

Projects competing for the 30% discretionary funds will be evaluated based on the total emissions reductions projected as a result of the project. Projects will be prioritized based on the total tons of pollutants reduced divided by the TFCA funds invested, as calculated using the Air District guidelines for the regional program. When this calculation is not sufficient to prioritize candidate projects, the Alameda CTC Board may also consider the emissions reductions per total project dollar invested for the project and the matching funds provided by the project sponsor.

Projects will normally be funded only if the TFCA funds requested exceed \$50,000, unless the project sponsor can show special and unusual circumstances to set this limit aside.

V. PROGRAM SCHEDULE

December-January	A call for projects will be issued by the Alameda CTC.
January-February	Project applications due to Alameda CTC.
February - March	Alameda CTC adopts resolution endorsing the programming of TFCA funds consistent with the Expenditure Plan Application. Expenditure Plan Application due to Air District.
March-April	Review of projects by ACTAC. Draft program reviewed by the PPC and released by the Alameda CTC Board.
April-May	ACTAC adopts list of recommended projects and forwards list to Alameda CTC Board. <u>BiSemi</u> -annual project status reports due to Alameda CTC. Alameda CTC submits Semi-annual Report to Air District by May 31 st .
September	For on-going projects, annual status reports from project sponsors due to the Alameda CTC.
October 31 st	Alameda CTC submits Annual Report to Air District.

Schedule subject to modification based on schedule changes imposed by the Air District and previous programming actions by the Board.

VI. APPLICATION PROCESS

Project sponsors shall complete the Alameda CTC TFCA funding application. This can be a single TFCA application or included in coordinated call for projects process that consolidates like fund sources. Please include the following in your application:

- 1. Partner agencies/organizations:** If the project is sponsored by more than one agency, the applicant shall list the partner agencies, including the point of contact(s).
- 2. TFCA Funding Category:** The applicant shall indicate whether the funds applied for are from the 70% city/county funds or the 30% transit discretionary funds. Project sponsors may choose to rollover their 70% funds to into a future fiscal year 70% allocation. Project sponsors may also request to reprogram any remaining TFCA funds from previous projects or allocations in their jurisdiction, to the proposed project.
- 3. Funding Sources/Budget:** Applicants shall include a funding plan listing all funding sources and amounts (including regional 60% TFCA funds and unsecured funds→). Applicants shall include a project budget listing the total project cost by phase and cost type.
- 4. Schedule and Project Milestones:** Applicants shall include project schedule and milestones.
- 5. Input Data Chart:** Applicants shall submit the necessary data for their project(s) to calculate the estimated emissions reductions and cost-effectiveness.
- 6. Transportation Control Measures (TCM) and Mobile Source Measures (MSM):** Applicants shall list the TCMs and/or MSMs from the Air District's most recently approved strategy(ies) for state and national ozone standards that are applicable to the project.

VII. MONITORING REQUIREMENTS

The Air District ~~may~~ requires that emissions reduced as a result of each project be calculated twice. The first is an estimate of projected emissions reduction. Sponsors must provide input data for this calculation in their application.

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

Project sponsors shall provide estimates for the cost of collecting the data for the monitoring requirements that are required by the Air District. The cost of the monitoring requirements data collection efforts should not exceed 5% of the total project budget (including both TFCA and non-TFCA funds).

VIII. INSURANCE REQUIREMENTS

Each Project Sponsor must maintain general liability insurance, workers compensation insurance and additional insurance as appropriate for specific projects, with coverage amounts specified in the ~~specific~~ project funding agreements.

This section provides guidance on the insurance coverage and documentation typically required for TFCA Program Manager Fund projects. Note that the Air District reserves the right to specify different types or levels of insurance in the funding agreement. The typical funding

agreement requires that each project sponsor provide documentation showing that the project sponsor meets the following requirements for each of its projects.

1. **Liability Insurance** with a limit of not less than \$1,000,000 per occurrence, of the type usual and customary to the business of the Project Sponsor, and to the operation of the vehicles, vessels, engines or equipment operated by the Project Sponsor.
2. **Property Insurance** in an amount of not less than the insurable value of Project Sponsor's vehicles, vessels, engines or equipment funded under the Agreement, and covering all risks of loss, damage or destruction of such vehicles, vessels, engines or equipment.

3. **Worker's Compensation Insurance** for construction projects including but not limited to bike/pedestrian paths, bike lanes, smart growth and vehicle infrastructure, as required by California law and employers insurance with a limit not less than \$1 million.

Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A, VII. The Air District may, at its sole discretion, waive or alter this requirement or accept self-insurance in lieu of any required policy of insurance. Below is a table listing the types of insurance coverage generally required for each project type. The requirements may differ in specific cases.

<u>County Program Manager Fund Contract Activity</u>	<u>Insurance Required</u>
Vehicle Purchase	Automobile Liability; and Automobile Physical Damage
Engine Repowers/Retrofits	Automobile Liability; and Automobile Physical Damage
Operation of shuttle from transit hubs to private business and other location	Commercial General Liability; Automobile Liability; and Automobile Physical Damage
Transit pass subsidy or commute incentives	None
Transit Marketing Program	Commercial General Liability
Guaranteed Ride Home	None
Bicycle facilities including bike paths, bike lanes (either striping and signs or construction of roadway Shoulders), bike routes, bike lockers, and bike racks.	Commercial General Liability; Automobile Liability; and Worker's Compensation
Constructing a bike/pedestrian overpass	Commercial General Liability, Automobile Liability; and Worker's Compensation
Signal Timing	Commercial General Liability

IX. FUNDING AGREEMENT, REPORTS AND AUDIT REQUIREMENTS

Prior to receiving any reimbursement of funds, project sponsors must execute a fund transfer agreement with the Alameda CTC. The fund transfer agreement includes a description of the project/program to be funded and specifies the terms and conditions for the expenditure of funds, including all audit requirements imposed by the Air District.

A contract executed by both the Air District and the Alameda CTC constitutes final approval and obligation for the Air District to fund a project. Costs incurred before the execution of the funding agreement (Air District and Alameda CTC) will not be reimbursed. An executed funding agreement between the Alameda CTC and project sponsor is required before any reimbursements will be made. The funding agreement between the Alameda CTC and project sponsor is to be executed within six months from the date the funding agreement between the Air District and the Alameda CTC is executed. After the six month deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed by the Air District.

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

All projects will be subject to a performance audit including project monitoring requirements established by the Air District. Project sponsors will, for the duration of the project/program, and for three (3) years following completion, make available to the Air District or to an independent auditor, all records relating to expenses incurred in implementing the projects.

X. TIMELY IMPLEMENTATION OF PROJECTS AND USE OF FUNDS

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

1. Within two months of receipt of funds from the Air District, the Alameda CTC will send out fund transfer agreements to each project sponsor
2. Project sponsors must execute a fund transfer agreement with the Alameda CTC within three months of receipt of an agreement from the Alameda CTC to ensure that the agreement is executed within six months from the execution of the funding agreement between the Air District and the Alameda CTC. The executed fund transfer agreement must contain an expenditure plan for implementation of the project. After the deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed by the Air District.
3. Project sponsors must initiate implementation of a project within three months of the date of receipt of the executed fund transfer agreement from the Alameda CTC, unless an extended schedule has been approved in advance by the Alameda CTC.
4. Funds must be expended within two years from the date of the first receipt of funds by the Alameda CTC from the Air District. [The Alameda CTC Board may, if it finds that significant](#)

progress has been made on a project, approve no more than two one-year schedule extensions for a project., unless an extension has been approved by the CMA Board. (No more than two (one-year) extensions can be approved by the CMA Board., a Additional schedule extension requests can only be granted with approval from the Air District).

5. Sponsors must submit requests for reimbursement at least once per fiscal year. Requests must be submitted within six (6) months after the end of the fiscal year, defined as the period from July 1 to June 30. All final requests for reimbursement must be submitted no later than the date the Final Project Report is submitted.
6. Sponsors must submit bisemi-annual progress reports within the period established by the Air District.
7. Sponsors must submit required Final Project Reports (project monitoring reports) within three months of project completion or ~~Sponsors must submit required~~ post-project monitoring reports within three months after the post-project evaluation period as established in the funding agreement.
8. An at risk report will be presented to Alameda CTC Committees throughout the year to advise sponsors of upcoming critical dates and deadlines.

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

XI. REIMBURSEMENT OF FUNDS

Upon execution of a fund transfer agreement, project sponsors may request reimbursement for documented expenses on an approved project. All project costs must be identified in the budget in the approved grant application and conform with the project scope included in attachment A of the TFCA funding agreement. Project sponsors must complete the "Request for Reimbursement of Funds" form attached to the fund transfer agreement for each reimbursement request. All complete requests for reimbursement will be paid within 30 days.

The Request for Reimbursement form must have an original signature by an authorized person, and should be sent to the attention of Alameda CTC's Administrative and Financial Officer. The form must be accompanied by the following documentation:

1. **Direct Costs:** Copies of invoices that the project sponsor has paid, including copies of checks evidencing payment that are directly and solely related to implementation of the project. Travel and training costs may be used only if the travel and training are directly related to the implementation of the funded project.
2. **Labor Charges:** Payroll records indicating pay rate, time sheets indicating time worked on project. Hourly labor charges are the sum of the salary paid to an employee plus the cost of fringe benefits provided, expressed on the basis of hours worked.

3. **Indirect Costs:** Indirect costs may be considered eligible for reimbursement with TFCA funds provided the project sponsor requests and justifies the reimbursement in the approved grant application. Sponsor will be required to have an Indirect Cost Rate proposal approved in advance by the Air District. The Air District relies on OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments for determining appropriate Indirect Costs for TFCA projects. Sponsor may choose not to charge any indirect costs to a TFCA project. Indirect costs are the reasonable overhead costs incurred in providing a physical place of work and in performing general support services and oversight. Examples include rent, utilities, office supplies, computer, payroll, reproduction, mailroom support staff, and management oversight. All administrative costs combined shall not exceed 5% of the project cost. Sponsor may choose not to charge any administrative costs to a TFCA project.

- TFCA Timely Use of Funds provisions have been revised to reflect that final requests for reimbursement must be submitted no later than the date of the Final Project Report submittal .
- Clarification has been added that project budgets should segregate indirect project costs, if these costs are proposed to be reimbursed by TFCA.
- Clarification has been added that Program Managers must allocate funding to projects that implement relevant transportation control measures and/or mobile source measures.

Additional proposed revisions detailed in the attachment are clarifications and corrections to the current Guidelines and do not reflect material changes to the TFCA Program.

Attachment

Attachment A – Draft March 2011 Alameda CTC TFCA Program Guidelines



Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

FROM: Programs and Projects Committee

SUBJECT: **Approval of Alameda CTC Transportation Fund for Clean Air (TFCA) Program FY 2011/12 Expenditure Plan**

Recommendation

It is recommended the Commission approve Resolution 11-006, regarding the submittal of the FY 2011/12 TFCA County Program Manager Fund Expenditure Plan Application to the Bay Area Air Quality Management District (Air District).

Summary

Alameda CTC Resolution 11-006 and the FY 2011/12 TFCA County Program Manager Fund Expenditure Plan Application (both attached) are due to the Air District by March 31, 2011. The Expenditure Plan Application includes \$1,832,360 in available funding for programming to projects.

Background

Starting with the 2009/10 program, the administration procedures of the TFCA program have been revised so the Air District now approves an annual expenditure plan that includes the total amount of TFCA funds to be programmed, in lieu of approving the individual projects. Following the approval and execution of the FY 2011/12 Expenditure Plan, the Alameda CTC will have six months to provide a final program of eligible projects to the Air District.

The revenue in the FY 2011/12 Expenditure Plan Application comprises the following:

- New revenue for FY 2010/11: \$1,759,147
- Additional revenue from FY 2004/05: \$149,717
- Earned interest for 2010: \$18,925
- Relinquished revenue from FY 2010/11: \$15

The total TFCA funding available for FY 2010/11 is \$1,927,803. After five percent of the \$1,908,864 in new revenue (which includes an additional \$149,717 in revenue from 2004/05) is set aside for the Alameda CTC's administration of the TFCA program, the earned interest and relinquished funds are added, resulting in \$1,832,360 available for programming to projects.

The attached Expenditure Plan Application is due to the Air District by March 31, 2011, prior to the submittal of a detailed program of projects. Applications for the FY 2011/12 program were due to the Alameda CTC on February 11th and a draft FY 2011/12 TFCA program of projects is scheduled to be considered by the Commission in April.

Financial Impact

This programming action has no financial impact to the Alameda CTC. The TFCA funds included in this funding program are being made available by the Air District. Costs associated with the Alameda CTC's administration of the TFCA program are included in the current Alameda CTC's budget.

Attachments

Attachment A – Resolution 11-006 for the FY 2011/12 TFCA Expenditure Plan Application

Attachment B – FY 2011/12 TFCA Expenditure Plan Application

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
RESOLUTION 11-006**

WHEREAS, the Alameda County Congestion Management Agency (“ACCMA”) has been the overall County Program Manager for the Transportation Fund for Clean Air (“TFCA”) for Alameda County; and

WHEREAS, as of July 2010, pursuant to the joint powers agreement which created the Alameda County Transportation Commission (“Alameda CTC”), which agreement was authorized and approved by the Alameda County Board of Supervisors and the city councils of each and every city within Alameda County, Alameda CTC has been designated as the Alameda County Program Manager for the TFCA program; and

WHEREAS, the TFCA Program requires that the Program Manager submit an Expenditure Plan Application to the Bay Area Air Quality Management District by March 31, 2011.

NOW, THEREFORE BE IT RESOLVED, that the Alameda CTC Board approves the programming of \$1,832,360 to projects, consistent with the attached FY 2011/12 TFCA County Program Manager Fund Expenditure Plan Application; and

BE IT FURTHER RESOLVED, that the Alameda CTC Board authorizes the Executive Director to execute any necessary fund transfer agreements related to this programming with the Bay Area Air Quality Management District and project sponsors.

DULY PASSED AND ADOPTED by the Alameda CTC at the regular Board meeting held on Thursday, March 24, 2011 in Oakland, California, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

SIGNED:

Mark Green
Chair

ATTEST:

Gladys V. Parmelee
Clerk of the Commission

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SUMMARY INFORMATION

Program Manager Agency Name: Alameda County Transportation CommissionAddress: 1333 Broadway, Suite 220, Oakland, CA 94612**PART A: NEW TFCA FUNDS**

- | | | |
|--|----------|-----------------------|
| 1. Estimated FY11/12 DMV revenues (based on projected CY2010 revenues): | Line 1: | <u>\$1,754,911.00</u> |
| 2. Difference between prior-year estimate and actual revenue: ¹ | Line 2: | <u>\$4,235.88</u> |
| a. Actual FY09/10 DMV revenues (based on CY2009): <u>\$1,816,393.88</u> | | |
| b. Estimated FY09/10 DMV revenues (based on CY2009): <u>\$1,812,158.00</u> | | |
| (‘a’ minus ‘b’ equals Line 2.) | | |
| 3. Allocation of withheld FY04/05 funds: ² | Line 2c: | <u>\$149,716.61</u> |
| 4. Estimated New Allocation (Sum of Lines 1, 2, and 2c): | Line 3: | <u>\$1,908,863.49</u> |
| 5. Interest income. List interest earned on TFCA funds in calendar year 2010. | Line 4: | <u>\$18,925.00</u> |
| 6. Estimated TFCA funds budgeted for administration: Line 5: | | <u>\$95,443.18</u> |
| (Note: This amount may not exceed 5% of Line 3.) | | |
| 7. Total new TFCA funds available in FY11/12 for projects and administration | Line 6: | <u>\$1,927,788.49</u> |
| (Add Lines 3 and 4. These funds are subject to the six-month allocation deadline.) | | |

PART B: TFCA FUNDS AVAILABLE FOR REPROGRAMMING

- | | | |
|--|---------|----------------|
| 8. Total amount from previously funded projects available for reprogramming to other projects. (Enter zero (0) if none.) | Line 7: | <u>\$14.92</u> |
| (Note: Reprogrammed funds originating from pre-2006 projects are not subject to the six-month allocation deadline.) | | |

PART C: TOTAL AVAILABLE TFCA FUNDS

- | | | |
|---|---------|-----------------------|
| 9. Total Available TFCA Funds (Sum of Lines 6 and 7) | Line 8: | <u>\$1,927,803.41</u> |
| 10. Estimated Total TFCA funds available for projects (Line 8 minus Line 5) | Line 9: | <u>1,832,360.41</u> |

I certify that, to the best of my knowledge, the information contained in this application is complete and accurate.

Executive Director Signature: _____

Date: _____

¹ As of 2/3/11, the FY10/11 actual revenues (based on CY2010) are not available from DMV, and are not anticipated to be available until March 31, 2010. Thus the difference between the FY10/11 estimated and actual revenues is not included in this form.

² One-time allocation of funds remaining from \$780,000.00 from the FY04/05 cycle. As part of an agreement with Alameda CMA and BART, these funds were requested to be withheld by the Air District to fund aspects of the Spare the Air free transit program.

SUMMARY INFORMATION - ADDENDUM

Complete if there are TFCA Funds available for reprogramming.

[illegible]

TOTAL TFCA FUNDS AVAILABLE FOR REPROGRAMMING

\$ 14.92

TOTAL FUTURE BENEFITS AVAILABLE FOR RETIREMENT PLANNING
(Enter this amount in Part B, Line 7 of Summary Information form)

* Enter CP (for completed project) or CN (for canceled project)

**2011-2012 TFCA County Program Manager Fund
Summary of Applications Received**

Sponsor	Project Name	Project Description	Total Project Cost	TFCA Requested
Alameda County	Castro Valley BART Station Bicycle Lockers	Purchase and install new electronic bicycle lockers at the CV BART Station. Requesting to add additional TFCA funding to existing TFCA project 08ALA02 to replace expiring TDA funds.	\$31,360	\$31,360
Alameda CTC	Alameda County Guaranteed Ride Home (GRH) Program	The GRH program provides a "guaranteed ride home" to registered employees in Alameda County as an incentive to use alternative modes of transportation (bus, train, carpool, vanpool, etc.) to get to work. Requesting two years of funding (FYs 11/12 and 12/13) .	\$245,000	\$245,000
Albany	City of Albany Vehicle Trip Reduction Programs	City of Albany vehicle trip reduction program. The proposed program includes the implementation of ridesharing, transit incentives and shuttle components. Requesting funding for FY 11/12.	\$64,000	\$52,000
California State University, East Bay	CSUEB - 2nd Campus to BART Shuttle	Implementation of a second shuttle bus for a.m. and p.m. peak hour service at the Cal State University, East Bay campus connecting to the Hayward BART station. Requesting two years of funding for operations (FYs 11/12 and 12/13) .	\$514,000	\$194,000
California State University, East Bay	Transportation Demand Management Program	Pilot Transportation Demand Management and Trip Reduction program at the California State University East Bay to encourage the use of driving alternatives to staff, faculty and the University students	\$52,000	\$52,000
Fremont	North Fremont Arterial Management	Improved arterial operations along four corridors in North Fremont: Fremont Blvd, Decoto Rd, Paseo Padre Parkway, and Alvarado Blvd. Some of the existing traffic signal system equipment will be upgraded and new signal coordination timings will be implemented at all signalized project intersections.	\$265,000	\$265,000
LAVTA	Purchase 4 Hybrid Diesel Buses	Replace four (4) 1196 New Flyer Diesel (40ft) buses with four (4) new hybrid diesel transit (29ft) buses. TFCA funding proposed to fund a portion of the incremental cost difference between new diesel and new hybrid-diesel buses.	\$919,705	\$319,705
LAVTA	Route 9 BART/Hacienda Business Park Shuttle	Route 9 provides service to the Dublin/Pleasanton BART Station and major employment centers within the City of Pleasanton. Requesting funding for FY 11/12 operations.	\$343,575	\$42,947
LAVTA	Route 10 Service - Dublin/Pleasanton BART to Livermore ACE Station	Route 10 services the Dublin/Pleasanton BART, ACE Livermore stations and Lawrence Livermore National Laboratory (LLNL). Requesting funding for FY 11/12 operations.	\$3,825,450	\$141,542
LAVTA	Route 15 Service - Livermore ACE to Springtown	Route 15 provides service in Livermore between the ACE Station in Livermore and the Springtown District. Requesting funding for FY 11/12 operations.	\$989,550	\$98,955
Oakland	Traffic Signal Synchronization along Martin Luther King Jr. Way	Along Martin Luther King Jr. Way, synchronization of traffic signals at four intersections between 55th and Hwy 24 and installation of detection equipment at the Hwy 24 WB on-ramp intersection.	\$120,000	\$120,000
Pleasanton	Pleasanton Trip Reduction Program	The project consists of a three-pronged approach to reducing trips through various employer-based, residential-based and school-based programs. Requesting funding for FY 11/12.	\$148,000	\$52,816
San Leandro	San Leandro LINKS Shuttle	Free shuttle providing service from the San Leandro BART station to businesses in West San Leandro. Service is provided every 20 min, Mon - Friday from approx. 5:45am to 9:45 am and from 3pm to 8pm. Requesting two years of funding for operations (FYs 11/12 and 12/13).	\$629,000	\$149,000
Union City	Union City CNG Compressor Replacement	Replace 10-year old compressor with a newer model in order to provide adequate fuel for an increased demand.	\$308,000	\$100,474
Total Requested				\$ 1,864,799

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Memorandum

DATE: March 15, 2011
TO: Alameda County Transportation Commission
FROM: Programs and Projects Committee
SUBJECT: Review of Vehicle Registration Fee Program Status

Recommendation

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

Summary

The Measure F Alameda County Vehicle Registration Fee (VRF) Program was approved by the voters on November 2, 2010, with 63% of the vote. The fee will generate about \$11 million per year by a \$10 per year vehicle registration fee.

Staff is compiling material that will be used to inform the VRF Program Guidelines. The initial schedule discussed for the VRF Program Guidelines anticipated Draft VRF Program Guidelines to be discussed in February. This schedule has been delayed due to the impacts of multiple tasks required of Alameda CTC staff, including federal programming issues, Congestion Management Plan (CMP), Countywide Transportation Plan/Sustainable Community Strategy/Transportation Expenditure Plan (CWTP/SCS/TEP) effort, State Transportation Improvement Program (STIP) programming issues, Safe Route to School (SR2S) program implementation and ongoing agency merger related tasks. The revised schedule, detailed in Table A, calls for draft VRF Program Guidelines in April.

Based on discussions with the Department of Motor Vehicles (DMV), the collection of the \$10 per year vehicle registration fee is anticipated to begin the first week of May 2011, six months after the approval of Measure F (as detailed in the enabling legislation). The first revenue is not expected to be received by the Alameda CTC from the fee until the August/September 2011 time period. The revised schedule will allow for the approval of the program guidelines and an initial program of projects within the period of the initiation of the fee revenues.

Background

The goal of the program is to sustain the County's transportation network and reduce traffic congestion and vehicle related pollution. The program included four general 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%)

Financial Impact:

The VRF funds included in this funding program are anticipated to be available in FY 2011/12 and will be accounted for in the FY 2011/12 budget. Costs associated with the Alameda CTC's administration of the VRF program will be included in the assumptions for the 2011/12 budget.

TABLE A - Proposed Programming Schedule for Measure F – VRF Program

Date	Activity
April 2011	Draft Strategic Plan & Guidelines to Committees/ Board
May 2011	Final Strategic Plan & Guidelines to Committees/ Board
June 2011	Release Call for Projects
July 2011	Draft Program to Committees/Board
September 2011	Final Program to Committees/Board
Fall 2011	Execute Agreements



Memorandum

Date: March 15, 2011

To: Alameda County Transportation Commission

From: Programs and Projects Committee

Subject: **Approval of Deadline Extension for Environmental Clearance and/or Full Funding for Two Specific Capital Projects in the Measure B Transportation Sales Tax Program: Route 92/Clawiter-Whitesell Interchange and Reliever Route (ACTIA 15); and Dumbarton Rail Corridor (ACTIA 25)**

Recommendation

It is recommended that the Commission approve extensions to the deadlines for environmental clearance and/or full funding for two capital projects in the ACTIA Measure B Transportation Sales Tax Program as described below:

1. Route 92/Clawiter-Whitesell Interchanges Improvements (ACTIA 15) -- Approve 3-month extension for the environmental approvals deadline from March 31, 2011 to June 30, 2011; and,
2. Dumbarton Rail Corridor Project (ACTIA 25) -- Approve two one-year extensions for both the environmental approvals and full funding deadlines from March 31, 2011 to March 31, 2013.

Summary

The ACTIA Measure B Transportation Sales Tax Program, approved by the voters in 2000, includes a set of "Implementing Guidelines" for the administration of the Measure B fund. These guidelines include deadline requirement for each Measure B capital project to secure environmental approvals and full funding in a timely manner. The guidelines also include a provision for project sponsors to appeal to the Alameda CTC for one or more one-year extensions to one or both of the deadlines.

The City of Hayward has submitted a request for a three-month extension to the current environmental approvals deadline of March 31, 2011, for the Route 92/Clawiter-Whitesell Interchanges Improvements project (See attached request letter from City of Hayward), and the San Mateo County Transportation Authority has submitted a request for two one-year extensions (See attached request letter from San Mateo County Transportation Authority).

A summary of the current environmental approvals and full funding deadlines for projects with approved extensions is provided in Table 1 below. The recommended extensions are noted in the table.

Table 1: Summary of Current Deadlines for Projects with Approved Extensions				
ACTIA Project No.	Project Name	Sponsor	Board Approved Extension	
			Environmental Clearance Deadline	Full Funding Deadline
ACTIA 7A	Telegraph Avenue Corridor Bus Rapid Transit	AC Transit	3/30/2012	--
ACTIA 15	Route 92/ Clawiter Whitesell I/C and Reliever Route	City of Hayward	3/31/2011 Requesting three-month extension to 6/30/2011	--
ACTIA 25	Dumbarton Rail Corridor	SMCTA	3/31/2011 Requesting two one-year extensions to 3/31/2013	3/31/2011 Requesting two one-year extensions to 3/31/2013

Fiscal Impacts

There are no fiscal impacts at this time.

Attachments

Attachment A -- Request letter from City of Hayward (ACTIA 15)

Attachment B -- Request letter from San Mateo County Transportation Authority (ACTIA 25)



CITY OF
HAYWARD
HEART OF THE BAY

February 25, 2011

Mr. Arthur Dao, Executive Director
Alameda County Transportation Commission
1333 Broadway, Suite 300
Oakland, CA 94612

RE: Request for a Time Extension for Scoping, Preliminary Engineering and Environmental Approval of ACTIA Project No. 15 – SR 92/Clawiter-Whitesell Interchange and Reliever Route Project

Dear Mr. Dao:

The City of Hayward requests that the Alameda County Transportation Commission (Alameda CTC) Board grant a provisional three month extension to June 30, 2011 for the completion of the preliminary engineering and environmental approval process for Phase 1 of the Route 92/Clawiter-Whitesell Interchange and Reliever Route project.

As reported in the latest Strategic Plan update, the City of Hayward resumed work on this project after the ACTIA Board approved a City proposal to revise the project scope, eliminating the West A Street extension and replacing it with signal and related improvements along the Winton Avenue corridor. This action was necessary due to issues arising from the reclassification of the Hayward Executive Airport which affected the feasibility of the West A Street Extension segment of the project. Previously, the ACTIA Board approved an extension to the environmental clearance deadline to March 31, 2011 so the City could pursue other alternatives that would mitigate or minimize the impacts. The City determined that the impacts to the existing airport, golf course and the adjacent residential development that would result from the alternatives were not acceptable and therefore proposed a revised project scope to replace the West A Street segment.

The City has now completed the environmental documents and staff has recommended it for adoption by the City Council at the Public Hearing scheduled for March 22, 2011. On February 17, 2011, the City held a public information meeting to provide information and details of the proposed project. A public review period has been established and the environmental documents are currently available for review by the public and interested agencies. Based on the comments received to date, the City anticipates the adoption to occur as scheduled. However, we are requesting a provisional extension to cover the possibility that the Council may defer the adoption if significant concerns are raised by the Council Members or by the property owners affected by the project. A three month extension should provide sufficient time for providing additional information and resolving any issues that may be raised. The City appreciates Alameda CTC staff's assistance in this time extension process.

Very truly yours,



Fran David
City Manager

cc: Robert A. Bauman, Director of Public Works
Morad Fakhrai, Deputy Director of Public Works
Stefan Garcia, Project Manager, Alameda CTC

Office of the City Manager

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BOARD OF DIRECTORS 2011

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EXECUTIVE DIRECTOR

March 2, 2011

Mr. Arthur Dao
Executive Director
Alameda County Transportation Commission
1333 Broadway, Suite 300
Oakland, CA 94612

Re: Request for a Time Extension for the Environmental Approval and Full Funding
Dumbarton Rail Corridor Project- ACTIA Project 25

Dear Mr. Dao:

The San Mateo County Transportation Authority (TA) requests an extension to the Environmental Approval and Full Funding of March 31, 2011 as prescribed in the Implementation Guidelines of the voter-approved Measure B Expenditure Plan.

The Dumbarton Rail Corridor Project, ACTIA No. 25 will not meet the March 31, 2011 deadline for Environmental Approval or be fully funded by that date. The TA is requesting the Alameda County Transportation Authority for two one- year extensions.

Additional efforts to update ridership forecasts and refine the project alternatives for improved cost effectiveness were recommended by the project's Policy Advisory Committee (PAC). These efforts resulted in extending the time to complete a technical analysis prior to proceeding with the full environmental process.

In November of 2010 the PAC (after approvals from both the Project Development Team and the Citizens Advisory Panel) gave the project team direction to proceed with the following:

- Proceed with planning, design and environmental process, including the preparation and publication of the EIS/EIR
- Complete 15% design
- Prepare a solid funding plan acceptable to the Federal Transit Administration (FTA)

The DRC project staff has presented the outcome of the PAC meeting to the TA Board.

If you have any questions please do not hesitate to contact me. We look forward to working with ACTC to deliver this important transportation improvement program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marian Lee', is written over a horizontal line.

Marian Lee
Executive Officer

cc: William Hurrell, PCJPB
Hilda Lafebre, PCJPB

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

1250 San Carlos Ave. – P.O. Box 3006
San Carlos, CA 94070-1306 (650)508-6219

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Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

From: Programs and Projects Committee

Subject: Approval of CMA TIP funding for the East Bay SMART Corridor

Recommendation

It is recommended that the Commission approve the advancement of \$400,000 in CMA TIP funding for the Operations and Maintenance (O&M) of the East Bay SMART Corridors Program, to be paid back from the future Vehicle Registration Fee (VRF) revenue, subject to a VRF funding program guideline to be adopted by the Commission in the future. This action will fully fund East Bay SMART Corridors O&M expenses for FY 10/11 starting from July 2010.

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) along four corridors:

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

The former ACCMA has utilized various funding sources to finance the Operations & Maintenance (O&M) of the SMART Corridors Program for the last eight years. Anticipated federal funding for O&M has not been available for the last three years, from FY 2008-09 through FY 2010-11. To deal with the Program insolvency, funding from the CMA Fund Exchange Program (CMA TIP) was utilized to supplement the O&M budget in FY 2009-10. In the current fiscal year (2010-11), given the financial constraints of the ACCMA and other partner agencies, many of the O&M services have been suspended. However, with a scant amount of available funding, minimum services to maintain electrical power and communication lines are being maintained.

With the passage of the Vehicle Registration Fee (VRF) in Alameda County, future revenue is anticipated to provide a funding source for the O&M for the East Bay SMART Corridors Program. However, based on current information, revenues from the VRF will not be available until the second quarter of FY 2011-12. Therefore, staff is recommending that funding from the

CMA TIP be advanced in the interim to cover minimal O&M expenses for FY 2010-11, and be paid back with future VRF funding.

Current Funding Shortfall

The SMART Corridors O&M program has a projected operating budget of \$654,000 for FY 2010-11.

Funding contributions of \$200,000 from AC Transit and \$54,000 from Tri-Valley Transportation Council (TVTC) are anticipated for this fiscal year, resulting in a shortfall of \$400,000. VRF revenues are anticipated to be made available for the East Bay SMART Corridor O&M cost contingent on the approval of a VRF program/guidelines and specific project/program funding plans. It is proposed that VRF eligible expenses will be reimbursed by the VRF program and a like amount of funds paid back to the CMA TIP programs.

Staff will continue to explore other revenue sources or contributions from local agencies where the field devices are located, to supplement the O&M expenses for the East Bay SMART Corridor in the future.

Financial Impact

If additional VRF funds are approved as anticipated, the additional revenue and any payback would be included in the FY 11/12 budget.



Memorandum

Date: March 15, 2011

To: Alameda County Transportation Commission

From: Programs and Projects Committee

Subject: **Approval of Right of Way Transfer from ACTIA to Caltrans for ACTIA 12 - I580/Castro Valley Interchanges Improvements Project**

Recommendation

It is recommended that the Commission approve the transfer of right of way that was acquired in the name of the Alameda County Transportation Improvement Authority (ACTIA) for the construction of the I-580/Castro Valley Interchanges Improvements project (ACTIA 12) to Caltrans. The property to be transferred to Caltrans is limited to property acquired by ACTIA and incorporated into the State Highway System operating right of way. The transfer requires that the Commission authorize the Executive Director to sign the appropriate Grant Deed which will serve as the document to be recorded to validate the transfer.

Summary

The Alameda County Transportation Improvement Authority (ACTIA) acquired properties required to construct the I-580/Castro Valley Interchanges Improvements project. Upon completion of the construction of the project, specific portions of the acquired parcels are required to transfer to Caltrans as operating freeway right of way. The remaining portions of the parcels not needed for Caltrans operating right of way will be disposed as excess land.

For projects sponsored by local agencies and located within the State Highway right of way, it is common that the sponsor, ACTIA in this case, acquires the necessary properties in their name and then transfers the portion of the right of way that is required for operation of the State Highway System to Caltrans. A Grant Deed is required to legally document the transfer.

Fiscal Impacts

There are no fiscal impacts at this time.

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Memorandum

DATE: March 15, 2011

TO: Alameda County Transportation Commission

From: Programs and Projects Committee

Subject: **Approval of Countywide Safe Routes to Schools Program Scope of Services and RFP Implementation Timeline**

Recommendation

It is recommended the Commission approve the scope of services for inclusion in the Countywide Safe Routes to Schools (SR2S) Program Request for Proposals (RFP). Based on the delay in releasing the RFP, a revised implementation timeline is detailed below. ACTAC reviewed and recommended approval of the RFP outline at its January 4, 2011 meeting. This item was requested to be brought back in March at the February Commission meeting.

Summary

Alameda CTC is receiving funding from MTC for the implementation of a countywide SR2S program. In 2010, a proposed SR2S program was developed with input from the Commission, ACTAC, and other partners and was approved to submit to MTC on July 22, 2010. Attached is a scope of services for the RFP for the programmatic elements of the Alameda County SR2S Program, to be released in March, if approved by the Commission. The Safe Routes to Schools Capital Technical Assistance Program (SR2S Cap-TAP) and Capital Program are also a part of the overall SR2S program, and will be implemented independently by Alameda CTC staff. The release of the RFP was approved by the Commission in January and then requested to come back through Committees and the full Commission again in March to ensure the project scope was addressing the issues and concerns raised by Commissioners. A summary of Commissioner concerns is noted below.

Discussion

The Metropolitan Transportation Commission (MTC) created and funded a new SR2S grant program under the Climate Initiatives category of the Regional Transportation Plan. The focus of this new MTC program is to reduce greenhouse gases by promoting walking, biking, transit, and carpooling to school. Through this program, MTC is providing \$3.22 million in Congestion Mitigation Air Quality (CMAQ) funds to Alameda CTC for the Alameda County SR2S program. This funding is being matched with \$420,000 in Measure B Bicycle and Pedestrian Safety Funds, bringing the total program budget to \$3.64 million.

A final approved program for an Alameda County SR2S program was submitted to MTC in July 2010. The program was developed by Alameda CTC staff, with input from ACTAC, ACCMA and ACTIA Board members, and two public workshops. It was approved on July 22, 2010, at the Alameda CTC Board. It was designed to be a comprehensive countywide program that includes both programmatic and capital project components that target students, schools, and staff in all grade levels and that builds upon the existing SR2S program.

There are four elements in the countywide program, all of which will operate in tandem to form a coordinated effort:

- Three programmatic elements that are part of the proposed SR2S RFP addressed in this memo:
 - K-8 Program to operate comprehensive SR2S programs in a minimum of 90 schools
 - New High School program, to operate in approximately 10-13 schools
 - New Commute Alternatives program to reduce faculty and staff drive-alone trips in approximately 1-2 school districts
- A capital element, which will be implemented independently:
 - Provides both capital technical assistance for project development and funding to construct capital projects.

Issues and concerns raised by Commissioners

During the January and February Commission meetings, several comments were raised by Commissioners regarding how a future SR2S program should be implemented in Alameda County, including:

- Does the RFP reflect the lessons learned from the existing SR2S implementation?
- How will contractor tailor the program to meet the different community needs throughout the county?
- How will public health be integrated into the program?
- Expanded evaluation efforts are needed for the program.
- How will the contractor ensure that parents are involved?
- How can we get more data on who lives and walks/bikes within a quarter mile of a school and even out to ½ mile? How can we make sure to reach people who are within those distances of schools and who may not walk or bike? How can we change their behavior to do so?
- We should be able to implement a program that could be recognized as a national model.
- This program needs to be in every area of the County. Fremont and the Tri-Valley and Tri-Cities need to be equitably represented
- Concern over the commute alternatives program.
- Concern about the lack of funding for crossing guards; these guards are essential to the parent and community support of these programs and ultimately the safety of the children walking and biking to school
- For long-term funding, this could be a program that could be considered for the Transportation Expenditure Plan

Staff believes most of these concerns are addressed in the RFP and will evaluate teams that submit proposals on how effectively they respond to the general requirements of the RFP noted

below. The only areas that are outside of the RFP scope of services are the long-term funding for continuation of the program and the crossing guards. Staff has contacted and coordinated with MTC to determine if crossing guards could be funded through the TAP-CAP program. Use of the federal funds available to implement the program are not eligible for crossing guards; however, staff is pursuing other possible opportunities for finding fund sources to support crossing guards.

Requirements of the RFP

The Consultant teams responding to the SR2S RFP will be required to identify how their proposed approach will address the overall countywide SR2S program goals, which are to:

- Establish one cohesive countywide program that is implemented equitably throughout the County, with all elements integrated and coordinated efficiently, even if implemented by different entities;
- Build upon lessons learned and continue successes, including the current K-8 SR2S program which will be operating in 90 schools by June 2011;
- Create two new and effective countywide programs (high school and commute alternatives);
- Effectively coordinate with partner agencies to implement and expand the program;
- Address traditional SR2S 5 E's (Education, Encouragement, Engineering, Enforcement, Evaluation), as well as a 6th E, Emission Reductions.

In addition to the above, the consultant must address how it will meet performance measures it proposes as part of the scope of work.

As a part of the responses to each task in the scope of services (Attachment A), the consultant is expected to address the integration of the following items for the continuation and expansion of an Alameda County SR2S Program:

- Identify opportunities and activities that can support long-term achievement of sustained mode shift and emissions reductions, and include examples of experiences and the proposed approach to achieving mode shift.
- Define and rationalize realistic mode shift goals and targets through the use of proposed performance measures.
- Describe how multiple partners will be engaged in the SR2S program to establish successful partnerships, including strategies for low-income communities.
- Describe how the proposed approach will tailor the SR2S program to each unique community and how the program will aim to expand participation at each school site, including identifying and reaching out to students and families within a half-mile radius of each school where a SR2S program will be implemented.
- Describe past experiences in flexibly responding to cuts in city and school resources, and how those experiences influence the proposed SR2S program approach.
- Describe the consultant staff composition and how the proposed approach will identify the needs of and support the multi-cultural and different incomes level of communities throughout Alameda County.

- Describe effective engagement experiences with parents, educators, city staff and others that have expanded involvement in the SR2S Program and how the proposed approach will implement multi-faceted engagement in the Alameda County program.
- Describe the proposed approach to address barriers to involvement in a SR2S program for parents and staff at schools.
- Describe how the proposed approach will address public health issues and benefits related to walking and biking.
- Describe how the consultant will engender and support school champions and volunteer leaders with the aim of achieving support for the program from school administrators.

Alameda CTC staff proposes to release one RFP for the three programmatic elements in late March 2011. A team would be hired to operate and provide coordination among the three elements for a two-year period, beginning July 2011. The team will also be responsible for integrating bicycle safety education classes for children, which are currently being offered through a Measure B grant-funded project with the East Bay Bicycle Coalition, into the countywide SR2S program. The new BikeMobile project, recently funded through a competitive regional SR2S grant, will also be administered in concert with this contract.

RFP Implementation Timeline

Proposed SR2S Programmatic Elements Implementation Timeline UPDATE

Date	Activity
Dec 2010	ACTAC provided input on RFP Tasks List
March 24, 2011	Alameda CTC RFP scope of services
March 25, 2011	Release RFP (for programmatic components)
April 18, 2011	Mandatory Pre-Bid Meeting
April 28, 2011	Proposals Due
Week of May 16, 2011	Consultant Interviews
June 23, 2011	Approval of Consultant by Alameda CTC
July 1, 2011	Start of new countywide SR2S Program Contract
June 30, 2013	Completion of SR2S Program Contract

Attachment

Attachment A - Alameda County SR2S Program RFP Scope of Services

**ALAMEDA COUNTYWIDE SAFE ROUTES TO SCHOOLS PROGRAM
REQUEST FOR PROPOSALS (RFP)
SCOPE OF SERVICES**

The Alameda CTC seeks consultant assistance to administer the continuation and expansion of the Alameda Countywide Safe Routes to Schools (SR2S) programs. The Alameda CTC has funded the Alameda Countywide SR2S Program since 2007 using local sales tax funds (Measure B). The initial program was focused on North and Central Alameda County. Since 2009 the program serves the entire county. MTC created and funded a new SR2S grant program under the Climate Initiatives category of the Regional Transportation Plan. The focus of this new MTC program is to reduce greenhouse gases by promoting walking, biking, transit, and carpooling to school.

In July 2010, the Alameda Countywide SR2S program was approved by the Alameda CTC. The program was developed by Alameda CTC staff, with input from the Alameda County Technical Advisory Committee (ACTAC), the Alameda CTC Board members, and two public workshops. It is designed to be a comprehensive countywide program that includes both programmatic and capital project components that target students, schools, and staff in all grade levels and that builds upon the existing SR2S program.

A consultant will be selected to operate and provide coordination among the three programmatic elements for a two-year period, beginning July 2011. The team will also be responsible for integrating bicycle safety education classes for children, which are currently being offered through a Measure B grant-funded project with the East Bay Bicycle Coalition, into the countywide SR2S program. The new BikeMobile project, recently funded through a competitive regional SR2S grant, will also be administered in concert with this contract.

There are four elements in the countywide program, all of which will operate in tandem to form a coordinated effort:

- Three programmatic elements that are part of this RFP include:
 - K-8 Program to operate comprehensive SR2S programs in a minimum of 90 schools
 - New High School program, to operate in approximately 10-13 schools
 - New Commute Alternatives program to reduce faculty and staff drive-alone trips in approximately 1-2 school districts
- A capital element, which will be implemented separately from this RFP scope of services:
 - Provides both capital technical assistance for project development and funding to construct capital projects.

The consultant is required to identify how its proposed approach will address the overall countywide SR2S program goals, which are:

- Establish one cohesive countywide program that is implemented equitably throughout the County, with all elements integrated and coordinated, even if implemented by different entities;

- Build upon lessons learned and continue successes, including the current K-8 SR2S program which will be operating in 90 schools by June 2011;
- Create two new and effective countywide programs (high school and commute alternatives);
- Effectively coordinate with partner agencies to implement and expand the program;
- Address traditional SR2S 5 E's (Education, Encouragement, Engineering, Enforcement, Evaluation), as well as a 6th E, Emission Reductions.

In addition to the above, the consultant must address how it will meet performance measures it proposes as part of the scope of work (a draft list is included in Task 1).

As a part of the responses to each task below, the consultant is expected to address the integration of the following items for the continuation and expansion of an Alameda Countywide SR2S Program:

- Identify opportunities and activities that can support long-term achievement of sustained mode shift and emissions reductions, and include examples of experiences and the proposed approach to achieving mode shift.
- Define and rationalize realistic mode shift goals and targets through the use of proposed performance measures.
- Describe how multiple partners will be engaged in the SR2S program to establish successful partnerships, including strategies for low-income communities.
- Describe how the proposed approach will tailor the SR2S program to each unique community and how the program will aim to expand participation at each school site, including identifying and reaching out to students and families within a half-mile radius of each school where a SR2S program will be implemented.
- Describe past experiences in flexibly responding to cuts in city and school resources, and how those experiences influence the proposed SR2S program approach.
- Describe the consultant staff composition and how the proposed approach will identify the needs of and support the multi-cultural and different income level of communities throughout Alameda County.
- Describe effective engagement experiences with parents, educators, city staff and others that have expanded involvement in the SR2S Program and how the proposed approach will implement multi-faceted engagement in the Alameda Countywide program.
- Describe the proposed approach to address barriers to involvement in a SR2S program for parents and staff at schools.
- Describe how the proposed approach will address public health issues and benefits related to walking and biking.
- Describe how the consultant will engender and support school champions and volunteer leaders with the aim of achieving support for the program from school administrators.

TASK 1 – PROJECT INITIATION, MANAGEMENT AND COORDINATION

The consultant will oversee the implementation of all SR2S Program elements throughout the life of the project, ensuring that all program elements are integrated and implemented as a

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unified countywide program, and that it is delivered equitably throughout Alameda County. The work for this task includes managing the program funding, grant compliance and providing regular progress updates to Alameda CTC. The consultant will complete all funding requirements in accordance with federal funding and Alameda CTC reporting requirements for Measure B funds.

The consultant will prioritize developing expertise among its locally-based program partners, as appropriate, to ensure a sustainable program. In addition, the Consultant will ensure that the program is fully integrated with school-related bicycling and walking programs and activities not funded through this contract, including efforts being carried out by local jurisdictions. The consultant will ensure that the new BikeMobile program is integrated with the overall program, per Task 6. Upon request, the consultant may be requested to provide input on potential capital project benefits for access improvements to school facilities.

As a part of this task, the consultant will further develop the program elements and define the work products and performance measures (sample measures are included below) in greater detail, as well as develop and maintain a detailed overall project schedule, including deliverable due dates. All program evaluation activities will be coordinated, and summary reports will be prepared. Program evaluation must be coordinated with evaluation efforts being developed by MTC and its consultants. One project manager will be designated to serve as a single point of contact for Alameda CTC, and will oversee and lead the Alameda Countywide Safe Routes to Schools program.

Additional coordination under this task includes working with MTC and its consultants on MTC's Regional School and Youth Outreach Program (RSYOP). These efforts will include serving on a regional Technical Advisory Committee (TAC), which will develop a work plan for this effort, provide input on and share technologies, test new program elements developed out of this process, and potentially implement programs that are outcomes of MTC's RSYOP. It is anticipated that serving on the TAC and providing input and testing programs is covered as part of this contract; however, if a program is requested to be implemented on behalf of MTC, the Alameda CTC understands that appropriate funding levels, not included in this scope of work, will be provided.

Sample project performance measures and program goals may include, but are not limited to, the following:

Overall Program

- percent or lbs. of emissions reduced (criteria pollutants and greenhouse gas emissions)
- percentage and number of SOV trips reduced
- vehicle miles traveled reduced
- # of new partners
- others

K-8 Program

- # of elementary schools with comprehensive SR2S program

- # of middle schools with comprehensive SR2S program
- # of students attending these schools
- mode shift by families/students as a result of the project
- # of students receiving in-class presentations
- # of students attending assembly programs
- # of students participating in after-school activities
- # of biking and walking school-wide events
- # of students receiving in-class bike safety education and training
- # of teachers who received training
- # of after-school providers who received training
- # of schools provided with resources/assistance (not part of comprehensive program)
- # of parents, volunteers and community members involved
- increase in bus ridership
- # of bike rodeos
- # of family cycling workshops

High School Program

- # of high schools with comprehensive SR2S program
- mode shift by students as a result of the program
- Trips (and/or vehicle miles) reduced due to program
- # of students involved in implementing the program
- # of students participating (attendees at events, signup on web site, etc.)
- # of training events
- reduction in # of cars parked in school lot
- increase in bus ridership

Ridesharing/carpool program

- % reduction in total vehicle trips (or vehicle miles travelled) to schools
- mode shift by participants as a result of the project
- # of staff and faculty contacted through presentations, emails or other contacts
- % of faculty and staff participating in program
- # of parents participating, if applicable
- # of students participating, if applicable
- reduction in # of cars parked in school lot
- increase in bus ridership

BikeMobile

- Trips (and/or vehicle miles) reduced due to bike repairs made
- Trips (and/or vehicle miles) reduced due to person-contacts made
- # of school visits
- # of other site visits
- # of bike repairs made
- # of kids reached with promotions

- # of students who report bicycling to school as a result of the program

Proposed project measures and goals will need to respond to any MTC program requirements, which are still being developed.

Task 1 Deliverables:

- Kick-off meeting notes, with follow-up tasks*
- Refined schedule, task budgets, deliverables, and performance measures*
- Participation on MTC's Technical Advisory Committee for its Regional School and Youth Outreach Program, and coordination with MTC on performance measure development and project evaluation*
- Monthly progress reports detailing project activities, coordination efforts and goal achievement*
- Meetings with Alameda CTC staff, including preparation of summary notes*
- Meetings with team partners to ensure adherence to project schedule and deliverables*
- Summary evaluation of all program elements, submitted once per year*
- Annual summaries showing distribution of program activities throughout the county.*

TASK 2 – COMMUNICATIONS AND OUTREACH STRATEGY

The Program will require extensive coordination between local jurisdictions, school districts, community organizations, and the general public. The consultant will develop a branding strategy for the coordinated program, as well as an approach to effectively make information about the various program elements easily accessible to all stakeholder groups, including in multiple languages as necessary. Strategies will include a program web site, newsletters, and printed materials, at a minimum. As required by the Metropolitan Transportation Commission (MTC) and to maximize the efficient use of resources, the consultant will coordinate these efforts with MTC's regional SR2S activities.

Task 2 Deliverables:

- Memo outlining draft communications and outreach strategy, including descriptions, schedule, and budget for each item. Coordinate with MTC and its consultants on regional strategies and document how implementation will occur in Alameda County between the county and regional strategies.*
- An Alameda County SR2S web site to provide access to information about all program elements, including listing of major activities, contact information, and resources for local program participants to utilize.*
- Regular newsletters.*
- Maintain updated and effective print materials, including in multiple languages, as necessary.*

TASK 3 – SAFE ROUTES TO SCHOOLS GRADES K-8 PROGRAM

This task provides for the continuation of the existing Alameda Countywide Safe Routes to Schools program in grades K-8, which is scheduled to be implementing comprehensive programs in 90 schools by July 2011. The specific 90 schools may change over time, but the total number

of participating schools with comprehensive programs will remain or increase if additional funding can be secured.

Each school will have a comprehensive program designed to meet the specific needs of that school, but will at a minimum include regular contact with the consultant, the provision of resources to maintain an ongoing SR2S program throughout the year, and program evaluation at the schools site. Program evaluation will need to be coordinated with MTC's evaluation efforts. Comprehensive programs will be designed to be the most effective for each school site and to be within the overall budget. They may include bicycle safety education, general assemblies, puppet shows, walk audits, trainings for students, staff, and parents; technical and programmatic support regarding the implementation of activities such as walking school buses, assemblies, monthly Walk to School Days, and collaboration with law enforcement.

The program will also continue to offer web-based resources and provide technical assistance to schools that do not have comprehensive programs. Local task forces made of up key community stakeholders, which may include parents, teachers, elected officials and others, will be utilized and/or developed to assist in defining the reach of the program around the school site, the program needs, determining the program components, and assisting with program delivery. The curriculum and educational materials will be regularly revised to follow the current best practices.

The consultant will integrate family cycling clinics and bicycle rodeos – both of which have previously been funded and implemented as stand-alone projects – into the K-8 program, along with the new BikeMobile program (described in Task 6). School site visits made by the BikeMobile must be integrated into programs at schools both with and without comprehensive SR2S programs, as appropriate.

Task 3 Deliverables:

- a) *Building on the current K-8 program, develop a revised work plan to maximize program effectiveness. Include performance measures, schedule, and detailed task budgets.*
- b) *Maintain and revise curriculum and educational and promotional materials to keep them up-to-date and in line with current best practices.*
- c) *Marketing materials, including press releases and handouts.*
- d) *Program evaluation approach memo and coordination with MTC on evaluations.*
- e) *Program evaluation final report at the end of years 1 and 2.*
- f) *Program integration approach memo*

TASK 4 – SAFE ROUTES TO SCHOOLS HIGH SCHOOL PROGRAM

This is a new program element for the Alameda Countywide Safe Routes to School program. The consultant will research effective strategies for use in encouraging high school students to reduce emissions from school-based trips by using transportation modes such as bicycling, walking, transit, or ridesharing. Based on an assessment of best practices, the consultant will develop recommended program elements, and a proposed project schedule and detailed task budgets.

The consultant will tailor the program to the unique needs of high school students, and may include elements such as social marketing tools, student involvement in program design, and parking management strategies. The program will be implemented in 5 high schools in Year 1, with 5-8 more high schools to be added in Year 2. High schools selected in Year 1 should represent schools of various types and sizes within Alameda County to test the viability of program elements in different contexts. Similar to Task 3, the consultant will integrate the BikeMobile program (described in Task 6) into the high school program, as appropriate.

Task 4 Deliverables:

- a) *Summary memo on best practices for high school Safe Routes to School programs, or other programs successful in increasing bicycle, pedestrian, or rideshare trips among high school students.*
- b) *Final recommendation on program approach, elements and schools to target over the two years.*
- c) *Develop detailed schedule, budget and performance measures.*
- d) *Program evaluation approach memo, including survey instrument and summary of current demographics and commute patterns among students at targeted schools.*
- e) *Program evaluation final report at the end of years 1 and 2.*

TASK 5 – SAFE ROUTES TO SCHOOLS COMMUTE ALTERNATIVES PROGRAM

This Task focuses primarily on reducing the percentage of single occupant vehicle (SOV) trips made by school staff and teachers, and to encourage ridesharing, carpooling and transportation options that support clean air by reducing or eliminating greenhouse gas and other pollutant emissions.

The program will target 1 to 2 school districts for implementation. Based on an assessment of best practices for Transportation Demand Management (TDM) strategies, as well as resources currently available in Alameda County, the consultant will assess how these populations can take advantage of, and coordinate with, new and existing TDM programs, such as the 511.org School Pool program. As appropriate, customized approaches will be developed to further address the needs of staff and teachers in the targeted school districts. The consultant will recommend appropriate technology to utilize, including consideration of traditional methods and innovative approaches such as dynamic ridesharing.

The consultant will also investigate the feasibility of including parents and eligible students as carpool participants or drivers, as well as participation in the program by school district office staff.

Task 5 Deliverables:

- a) *Work with Regional Rideshare Program to survey origins and destinations and current commuting patterns of school staff and teachers.*
- b) *Research memo summarizing the targeted populations' needs and constraints.*
- c) *Best practices memo to determine most effective strategies for addressing the target populations. Memo should include assessment of feasibility for including school district*

staff in the program and the potential inclusion of high school students as either drivers or passengers.

- d) Work plan, budget and schedule to implement program, with a strategy, time frame, and estimated budget for potential expansion throughout Alameda County.*
- e) Program evaluation results at the end of years 1 and 2.*

TASK 6 – INTEGRATION OF BIKEMOBILE PROGRAM INTO ALAMEDA COUNTYWIDE SR2S PROGRAM

The BikeMobile program, through which Cycles of Change (a local non-profit organization) will provide bicycle repair, maintenance lessons, and also promote bicycling at sites around the county, including schools, is a new component of the SR2S program. The program has its own dedicated funding source, which includes some funding for coordination with the overall countywide SR2S program.

The consultant will have full responsibility for fully integrating, monitoring and reporting for the BikeMobile program, including ensuring that it is implemented as one element in the overall Alameda Countywide SR2S program. This includes consultant staff time for work to coordinate with BikeMobile staff on BikeMobile visits that coincide with other SR2S programming, and to assist with school-site logistics for the BikeMobile visits.

Task 6 Deliverables:

- a) Memo summarizing the strategy and specific steps to integrate the BikeMobile program into the Alameda Countywide SR2S program.*
- b) Memo defining the deliverables, performance measures, task budgets, and schedule for the final selected approach for implementing the BikeMobile program.*
- c) All activities of the BikeMobile Program will be reported on a monthly basis under Task 1.*