



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

Commission Chair
Supervisor Scott Haggerty, District 1

Commission Vice Chair
Councilmember Rebecca Kaplan,
City of Oakland

AC Transit
Director Elsa Ortiz

Alameda County
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

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Director Thomas Blalock

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Mayor John Marchand

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember Dan Kalb

City of Piedmont
Mayor Margaret Fujioka

City of Pleasanton
Mayor Jerry Thorne

City of San Leandro
Mayor Pauline Cutter

City of Union City
Mayor Carol Dutra-Vernaci

Executive Director
Arthur L. Dao

Programs and Projects Committee

Monday, April 13, 2015, 12:00 p.m.

**1111 Broadway, Suite 800
Oakland, CA 94607**

Mission Statement

The mission of the Alameda County Transportation Commission (Alameda CTC) is to plan, fund, and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

Public Comments

Public comments are limited to 3 minutes. Items not on the agenda are covered during the Public Comment section of the meeting, and items specific to an agenda item are covered during that agenda item discussion. If you wish to make a comment, fill out a speaker card, hand it to the clerk of the Commission, and wait until the chair calls your name. When you are summoned, come to the microphone and give your name and comment.

Recording of Public Meetings

The executive director or designee may designate one or more locations from which members of the public may broadcast, photograph, video record, or tape record open and public meetings without causing a distraction. If the Commission or any committee reasonably finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities must be discontinued or restricted as determined by the Commission or such committee (CA Government Code Sections 54953.5-54953.6).

Reminder

Please turn off your cell phones during the meeting. Please do not wear scented products so individuals with environmental sensitivities may attend the meeting.

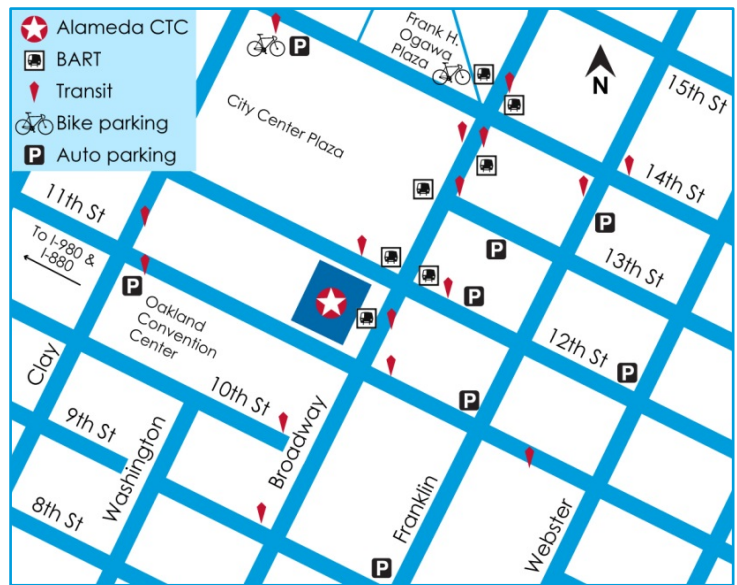
Glossary of Acronyms

A glossary that includes frequently used acronyms is available on the Alameda CTC website at www.AlamedaCTC.org/app_pages/view/8081.

Location Map

★ Alameda CTC
1111 Broadway, Suite 800
Oakland, CA 94607

Alameda CTC is accessible by multiple transportation modes. The office is conveniently located near the 12th Street/City Center BART station and many AC Transit bus lines. Bicycle parking is available on the street and in the BART station as well as in electronic lockers at 14th Street and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org).



Garage parking is located beneath City Center, accessible via entrances on 14th Street between 1300 Clay Street and 505 14th Street buildings, or via 11th Street just past Clay Street. To plan your trip to Alameda CTC visit www.511.org.

Accessibility

Public meetings at Alameda CTC are wheelchair accessible under the Americans with Disabilities Act. Guide and assistance dogs are welcome. Call 510-893-3347 (Voice) or 510-834-6754 (TTD) five days in advance to request a sign-language interpreter.



Meeting Schedule

The Alameda CTC meeting calendar lists all public meetings and is available at www.AlamedaCTC.org/events/upcoming/now.

Paperless Policy

On March 28, 2013, the Alameda CTC Commission approved the implementation of paperless meeting packet distribution. Hard copies are available by request only. Agendas and all accompanying staff reports are available electronically on the Alameda CTC website at www.AlamedaCTC.org/events/month/now.

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Programs and Projects Committee Meeting Agenda Monday, April 13, 2015, 12 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607

PH: (510) 208-7400

www.AlamedaCTC.org

1. Pledge of Allegiance

2. Roll Call

3. Public Comment

Chair: Mayor Bill Harrison, City of Fremont

Vice Chair: Carol Dutra-Vernaci, Union City

Commissioners: Pauline Cutter, Luis Freitas, Nate Miley, Laurie Capitelli, Barbara Halliday

Ex-Officio Members: Scott Haggerty, Rebecca Kaplan

Staff Liaison: James O'Brien

Executive Director: Arthur L. Dao

Clerk: Vanessa Lee

4. Consent Calendar

Page A/I

4.1. [March 9, 2015 PPC Meeting Minutes](#)

1 A

Recommendation: Approve the March 9, 2015 PPC meeting minutes.

4.2. [California Transportation Commission March 2015 Meeting Summary](#)

5 I

5. Programs and Projects

5.1. [Measure BB Master Programs Funding Agreements with Direct Local Distribution Funds Recipients](#)

11 A

Recommendation: Authorize the Executive Director to execute Master Programs Funding Agreements with Measure BB Direct Local Distribution Funds recipients.

5.2. [Measure BB Funding Agreements for Measure BB Allocations Approved in March 2015](#)

15 A

Recommendation: Authorize the Executive Director to execute Measure BB Funding Agreements with Recipient Agencies related to allocations approved in March 2015.

5.3. [City of Oakland Request for Measure BB funds](#)

19 A/I

Recommendation: Consider the City of Oakland's Request for \$39.2 million of Measure BB funds to be Programmed in FY 15-16.

5.4. [Measure BB Affordable Student Transit Pass Program](#)

25 A/I

Recommendation: Authorize the release of a Request for Proposals (RFP) and negotiation with the top ranked firm for program development of a pilot Affordable Student Transit Pass Program in Alameda County.

5.5. [Alameda CTC Transportation Fund for Clean Air \(TFCA\) FY 2015-16 Program Guidelines](#)

33 A

Recommendation: Approve the FY 2015-16 Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines.

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|------|--|----|---|
| 5.6. | <u>I-580 Corridor Projects: Cooperative Agreement Amendments with Caltrans for Additional Funding for Express Lane Implementation</u> | 63 | A |
| | Recommendation: Approve the Cooperative Agreement Amendments with Caltrans (04-2440-3 and 04-2396-4) for additional funding necessary to support Express Lane implementation. | | |
| 5.7. | <u>I-680 Northbound Express Lane Project (PN 721.0): 2000 Measure B Funding Allocation, Cooperative Agreement, Contract Amendment and two (2) Request for Proposal (RFP) Actions</u> | 77 | A |
| | Recommendation: Approve the necessary actions to support delivery of the I-680 Northbound Express Lane Project. | | |
| 5.8. | <u>Webster Street SMART Corridor Project (PN 740.0): Construction Contract Acceptance (Alameda CTC Resolution 15-016)</u> | 83 | A |
| | Recommendation: Adopt Alameda CTC Resolution 15-016 which authorizes acceptance of the completed construction contract with Amland Corporation for the Webster Street SMART Corridor Project. | | |
| 5.9. | <u>Administrative Amendments to Various Project Agreements</u> | 87 | A |
| | Recommendation: Authorize the Executive Director to execute administrative amendments to various project agreements in support of the Alameda CTC's Capital Projects and Program delivery commitments. | | |

6. Staff Reports (Verbal)

7. Adjournment

Next Meeting: May 11, 2015

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



Programs and Projects Committee Meeting Minutes Monday, March 9, 2015, 12 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

1. Pledge of Allegiance

2. Roll Call

The Clerk conducted a roll call. All members were present.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. February 9, 2015 PPC Meeting Minutes

Commissioner Kaplan moved to approve the Consent Calendar. Commissioner Freitas seconded the motion. The motion passed unanimously.

5. Programs and Projects

5.1. Alameda CTC's Comprehensive Investment Plan FY 15/16 Measure BB 2-Year Allocation Plan

Tess Lengyel recommended that the Commission approve the Comprehensive Investment Plan (CIP) Draft FY 15/16 Measure BB 2-Year Allocation Plan. She covered the CIP development timeline stating that the plan will be updated for budgetary purposes and then every two years to add new projects and programs. Tess provided information on the CIP fund allocation principles and provided detailed information on the draft two year allocation plan. Tess concluded by covering the timeline and reviewing comments received by the Alameda County technical committee (ACTAC).

Commissioner Haggerty expressed concerns that there wasn't enough funding committed to the Bayfair connector/BART metro project. Art Dao stated that the CIP is committing \$100,000 to begin to describe the scope, cost and schedule for the project before recommending that the Commission approve a larger funding amount.

Commissioner Haggerty wanted to know what the procedure was for following-up on projects listed in the plan. Art stated that staff plans on a semi-annual check-in on the investments and the CIP specifically enrolls new projects every two years.

Commissioner Miley wanted to know how funding will be utilized for the East Bay Greenway project. Tess stated that the funding is used for scoping and preliminary design. She stated that a Request for Proposals will be issued next month and the project is scheduled to be completed over two years.

Commissioner Miley wanted to know how funding for Student Transit Pass program will be utilized. Tess stated that two million dollars will be allocated for the Student Pass Pilot Program to hire a consultant who will identify where the pilot will be

located in the county and develop and initiate the program.

Commissioner Miley wanted to know if the 40-million dollars listed in the Transportation Expenditure Plan lists the Coliseum BART as a recipient. Art stated that it is not allocated specifically for the project but a project like the Coliseum BART project could be eligible for funding in that category.

Commissioner Cutter asked how a city can advocate with AC Transit in making certain projects priorities. Tess stated that staff is working with AC Transit to identify major transit networks through the countywide transit plan and AC Transit is also working on transit studies that may address transit operations on a local level.

Commissioner Dutra-Vernaci asked if the funding formula for each city is based on sales tax. Tess stated that there are different formulas used for streets and roads, bike and pedestrian funds and Measure BB senior/disable funds. Each formula is different and specific to each funding source.

Commissioner Kaplan wanted to know why funding for scoping for the East Bay Greenway project increased. Art stated that the funding increase is due to numerous factors including environmental documents and other project needs.

Commissioner Capitelli moved to approve this item. Commissioner Halliday seconded the motion. The motion passed unanimously.

5.2. Lifeline Cycle 4 Transportation Program

Vivek Bhat recommended that the Commission approve the Lifeline Cycle 4 Transportation Program. He stated that a total of approximately \$8.6 million was made available through the discretionary portion of the Cycle 4 Lifeline Program. Seven project applications were received, requesting a total of approximately \$11.6 million. The applications were scored by a review panel and the recommendations were included as an attachment to the report.

Commissioner Cutter wanted to know if the program was funded every year. Vivek stated that this program is updated every 3-years.

Commissioner Capitelli moved to approve this item. Commissioner Dutra-Vernaci seconded the motion. The motion passed unanimously.

5.3. Countywide Bicycle/Pedestrian Planning and Promotion Measure B Funding Request

John Nguyen recommended that the Commission approve allocation of \$75,000 of Measure B Countywide Bicycle and Pedestrian Safety Funds to Countywide Bicycle/Pedestrian Planning and Promotion. He stated that the funding includes planning, education/encouragement, technical assistance, and data

collection/monitoring activities.

Commissioner Freitas moved to approve the item. Commissioner Cutter seconded the motion. The motion passed unanimously.

5.4. I-80 Gilman Project (PN 765.0): Project Approval and Environmental Document (PA/ED) Phase

Raj Murthy recommended that the Commission (1) Authorize the release of a Request for Proposals (RFP) for Preliminary Design and Environmental Studies and Final Design Services, and (2) Authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for the Preliminary Design and Environmental Studies and Final Design Services for the project. Raj stated that the approval will allow the agency to issue a RFP for professional services to perform preliminary engineering and environmental studies and final design services in April 2015. Staff anticipates returning to the Commission in June 2015 with an award recommendation to the top ranked firm and the estimated duration to complete the scope of services is two to three years.

Commissioner Capitelli moved to approve this item. Commissioner Cutter seconded the motion. The motion passed unanimously.

5.5. I-880 Southbound HOV Lane Project (PN 730.1): Contract Amendment to Professional Services Agreement No. A08-017.WMH with WMH Corporation

Stephan Garcia recommended that the Commission approve and authorize the Executive Director to execute Amendment No. 5 to the Professional Services Agreement No. A08-017.WMH with WMH Corporation for an additional not-to-exceed amount of \$280,000 for a total not-to-exceed amount of \$7,057,319 for Design Services During Construction and additional scope. He stated that the action would increase the contract to provide additional contract budget to provide design support through the completion of the construction project and closeout process.

Commissioner Halliday wanted to know where the additional funding comes from. Stefan stated that it is included in the funding plan provided by the City of San Leandro.

Commissioner Dutra-Vernaci asked if the project was to add a lane on I-880. Stefan stated that the project adds a lane by widening the freeway.

Commissioner Cutter moved to approve this item. Commissioner Dutra-Vernaci seconded the motion. The motion passed unanimously.

6. Committee Members

There were no committee member reports.

7. Staff Reports

Art stated that Stewart Ng, Deputy Director of Programming and Projects is scheduled to retire from the Alameda CTC. His last day with the agency will be March 31, 2015.

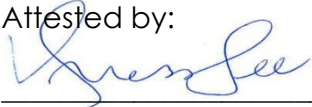
8. Adjournment/ Next Meeting

The next meeting is:

Date/Time: Monday, April 13, 2015 @12:00 p.m.

Location: Alameda CTC Offices, 1111 Broadway, Suite 800, Oakland, CA 94607

Attested by:



Vanessa Lee,
Clerk of the Commission



Memorandum

4.2

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: California Transportation Commission March 2015 Meeting Summary

RECOMMENDATION: Receive an update on the March 2015 CTC Meeting.

Summary

The March 2015 California Transportation Commission (CTC) meeting was held in Sacramento, CA. Detailed below is a summary of the seven (7) agenda items of significance pertaining to Projects/Programs within Alameda County that were considered at the meeting.

Background

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

Detailed below is a summary of the seven agenda items of significance pertaining to Projects / Programs within Alameda County that were considered at the March 2105 CTC meeting (Attachment A).

1. State Transportation Improvement Program / Route 84 Expressway Widening - Segment 2 Project

CTC approved the allocation of \$47.03 million STIP funds for the construction phase of the Route 84 Expressway Widening - Segment 2 Project. This project is located in the City of Livermore and will widen Route 84 from 2 lanes to 4 lanes between Ruby Hill Drive to north of Concannon Boulevard.

Outcome: Allocation will fund the Construction phase of the project. Construction activities are scheduled to begin summer 2015 and continue through the fall of 2017

2. Draft 2016 State Transportation Improvement Program (STIP)

CTC staff presented an overview of the Draft 2016 STIP Guidelines. The first draft of the guidelines was presented at the October 8, 2014 Commission meeting. CTC staff will bring the final 2016 STIP Guidelines to the Commission for adoption in August 2015. Between now and

August 2015, CTC will monitor enacted state and federal legislation that may affect the STIP, and will include any changes required by law and the 2016 Fund Estimate.

Over the next several months, the Department of Transportation (Caltrans) will work closely with CTC staff to identify key issues and assumptions, and prepare the 2016 STIP Fund Estimate for adoption in August 2015. The key milestones for the development of the 2016 STIP Fund Estimate are:

- January 2015 – Overview
- March 2015 – Present Draft Assumptions and Key Issues
- May 2015 – Approve Assumptions
(pending changes to the May Revision of the 2015-16 Governor's Budget)
- June 2015 – Present Draft STIP Fund Estimate
- August 2015 – Adopt STIP Fund Estimate

3. 2015 Active Transportation Program (ATP)

CTC adopted 2015 Active Transportation Program (ATP) Guidelines and Fund Estimate. The CTC also adopted amendments to the 2015 ATP Guidelines for the project selection criteria proposed by Metropolitan Transportation Commission (MTC) for the Regional program and released the call for projects for the state and regional programs. Applications are due on June 1, 2015.

The ATP, as articulated in SB 99 and AB 101, was signed into law on September 26, 2013. It replaced the existing system of small-dedicated grant programs, which funded Safe Routes to Schools, bicycle programs, and Recreational Trails. The ATP Cycle 2 divides approximately \$120 million for active transportation projects between the state and regions, subject to 2015 guidelines. The intent of combining this funding is to improve flexibility and reduce the administrative burden of having several small independent grant programs.

Outcome: Approximately \$60 Million of ATP funding is estimated to be available through the state program. Additionally, \$10 million of ATP funding is estimated to be available for MTC Region through the regional program; Alameda County share will be determined through MTC's Regional process.

4. Mitigated Negative Declaration for City of Alameda's Cross Alameda Trail Project

CTC accepted the Mitigated Negative Declaration (MND) and approved City of Alameda's Cross Alameda Trail – Jean Sweeney Open Space Park project for future consideration of funding.

Outcome: Construction work is estimated to begin fiscal year 2015-16.

5. Active Transportation Program / Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project

CTC approved allocation of \$988,000 million ATP funds for the construction/operations phase of Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project.

Outcome: Allocation will fund the operations phase of the project.

6. Active Transportation Program / City of Alameda's Cross Alameda Trail Project

CTC approved the allocation of \$226,000 ATP funds for the Plans, Specifications and Estimates (PS&E) phase of the Cross Alameda Trail project.

Outcome: Allocation will fund the PS&E phase activities of the project.

7. Active Transportation Program / City of Livermore's Marylin Avenue Elementary School Safe Routes to School Project

CTC approved the allocation of \$83,000 ATP funds for the PS&E phase of the Marylin Avenue Elementary School Safe Routes to School project.

Outcome: Allocation will fund the PS&E phase activities of the project.

Fiscal Impact: There is no significant fiscal impact to the Alameda CTC budget due to this item. This is for information only.

Attachments

- A. March 2015 CTC Meeting summary for Alameda County Project / Programs

Staff Contact

[James O'Brien](#), Project Controls Team

[Vivek Bhat](#), Senior Transportation Engineer

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March 2015 CTC Summary for Alameda County Projects/ Programs

Sponsor	Program / Project	Item Description	CTC Action / Discussion
Alameda CTC	State Transportation Improvement Program (STIP) / Route 84 Expressway Widening - Segment 2 Project	Approve allocation of \$47.03 Million STIP funds for the construction phase of the Route 84 Expressway Widening - Segment 2 Project.	Approved
Caltrans	2016 STIP Draft Guidelines and Fund Estimate	Overview of the 2016 STIP Draft guidelines and Fund Estimate.	Information
Caltrans	2015 Active Transportation Program (ATP)	Adopt 2015 Active Transportation Program (ATP) Guidelines and Fund Estimate, amendments to the 2015 ATP Guidelines for the project selection criteria proposed by Metropolitan Transportation Commission (MTC) for the Regional program and release call for projects for state and regional programs	Approved
Alameda CTC	2014 ATP / Mitigated Negative Declaration for City of Alameda's Cross Alameda Trail Project	Accept the Mitigated Negative Declaration (MND) and approved City of Alameda's Cross Alameda Trail – Jean Sweeney Open Space Park project for future consideration of funding.	Approved
Alameda CTC	2014 ATP / Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project	Approve allocation of \$988,000 million ATP funds for the construction/operations phase of Alameda County's Be Oakland, Be Active: A Comprehensive Safe Routes to School Program Project.	Approved
Alameda CTC	2014 ATP / City of Alameda's Cross Alameda Trail Project	Approve allocation of \$226,000 ATP funds for the Plans, Specifications and Estimates (PS&E) phase of the Cross Alameda Trail project.	Approved
Alameda CTC	2014 ATP/ City of Livermore's Marilyn Avenue Elementary School Safe Routes to School Project	Approve allocation of \$83,000 ATP funds for the PS&E phase of the Marilyn Avenue Elementary School Safe Routes to School project.	Approved

http://www.catc.ca.gov/meetings/agenda/2015Agenda/2015_03/000-ETA.pdf

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Memorandum

5.1

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: Measure BB Master Programs Funding Agreements with Direct Local Distribution Funds Recipients

RECOMMENDATION: Authorize the Executive Director to execute Master Programs Funding Agreements with Measure BB Direct Local Distribution Funds recipients.

Summary

On November 4, 2014, Alameda County voters approved the 2014 Transportation Expenditure Plan (TEP), Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one-half percent to fund projects and programs. The 2014 TEP includes two types of distributions: 1) Direct fund disbursements to recipients known as Direct Local Distributions (DLD) and 2) fund reimbursements after work is performed. Revenue collection for Measure BB will commence on April 1, 2015. The first DLD payments are expected in the June/July timeframe shortly after the Alameda CTC receives the first revenues from the Board of Equalization (BOE). The DLD funds account for 53.55% of the total net revenues. In order to receive Measure BB DLD funds, recipients must enter into a Master Programs Funding Agreement (MPFA) with the Alameda CTC.

Staff recommends the Commission authorize the Executive Director or his designee to enter into MPFA's with the twenty eligible DLD fund recipients. Once executed, the MPFA will enable the flow of funds as soon as funds are received by the Alameda CTC from the BOE.

Background

On November 4, 2014, Alameda County voters approved Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one-half percent to fund projects and programs included in the 2014 TEP. Revenue collection will begin April 1, 2015 and the first receipts from the California BOE are expected by the end of June 2015. The 2014 TEP, which guides the expenditures of Measure BB, requires that each fund recipient enter into a MPFA with the Alameda CTC to define the roles and responsibilities related to the expenditure of Measure BB sales tax revenues.

The 2014 TEP includes two types of distributions: 1) direct disbursements to recipients as a percentage of net revenues, and 2) payments made on a reimbursement basis after work is performed. The Measure BB MPFA delineates only the requirements of the direct disbursements or DLD funds. Projects and Programs managed on a reimbursement basis will

be addressed in separate agreements. The DLD funds account for 53.55% of the total net revenues and will fund the four investment categories summarized in Table A.

TABLE A: MEASURE BB DLD INVESTMENT SUMMARY	
Investment Category	Program
Transit: Operations, Maintenance and Safety Program (OMSP)	AC Transit OMSP (18.8%)
	Altamont Commuter Express (ACE) OMSP (1.0%)
	San Francisco Bay Area Rapid Transit (BART) Maintenance OMSP (0.5%)
	San Francisco Bay Area Water Emergency Transportation Authority (WETA) OMSP(0.5%)
	Livermore Amador Valley Transit Authority (LAVTA) OMSP(0.5%)
	Union City Transit OMSP (0.25%)
Affordable Transit for Seniors and People with Disabilities (Paratransit)	City-based and Locally Mandated (3.0%)
	East Bay Paratransit Consortium– AC Transit (4.5%)
	East Bay Paratransit Consortium – BART (1.5%)
Direct Allocation to Cities and County (Local Streets and Roads)	Local streets maintenance and safety program (20.0%)
Bicycle and Pedestrian Infrastructure and Safety	Bicycle and pedestrian direct allocation to cities and Alameda County (3.0%)

Note: Percentages shown represent percentage of the total net revenues.

On February 26, 2015, the Commission reviewed and approved the draft MPFA as presented by staff. The approved MPFA authorizes the distributions of Measure BB DLD funding collected from April 1, 2015 through June 30, 2016, unless amended or a new MPFA is executed. It is important to note the 2014 TEP identifies criteria that will require the development of specific policies and procedures to implement. Examples of these criteria include local contracting, performance based measurements, distribution formulas, and geographical equity formulas. The Measure BB MPFA will serve as the initial master agreement to disburse Measure BB DLD funds for the initial period from the first disbursements until June 30, 2016. This initial period will allow staff time to develop the necessary policies and procedures for long term implementation of Measure BB DLD funds following the initial period.

No changes or comments were received regarding the draft MPFA presented in February 2015. Staff recommends the Commission authorize the Executive Director or his designee to enter into MPFA's with eligible Measure BB DLD fund recipients to permit the flow of funds as soon as they are received by the Alameda CTC from the California BOE.

Fiscal Impact: There is no significant fiscal impact expected as a result of the recommended action. The recommended action will allow for agreements to be executed that will govern the disbursements of Direct Local Distributions authorized by Measure BB.

Staff Contacts

[James O'Brien](#), Project Controls Team

[John Nguyen](#), Project Controls Team

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Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: Project Funding Agreements for Measure BB Allocations Approved in March 2015

RECOMMENDATION: Authorize the Executive Director to execute Measure BB Funding Agreements with Recipient Agencies related to allocations approved in March 2015.

Summary

On November 4, 2014, Alameda County voters approved the 2014 Transportation Expenditure Plan (TEP), Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one-half percent to fund a new list of projects and programs. The first allocations of Measure BB funds for capital projects and programs were approved by the Commission in March 2015. A number of the allocations approved in March 2015 were for project scoping and definition activities intended to jump start the delivery of the new program and to provide well-developed project delivery information to be used as the basis for future allocations. Some of the Measure BB commitments included in the 2014 Transportation Expenditure Plan (TEP) are for multiple projects, or groups of projects, to be implemented by different project sponsors. The process for accessing the Measure BB funds allocated for scoping requires sponsors to submit a request for a project scoping agreement. The number of scoping grants approved will not be known until the requests for scoping agreements are received. The allocations for scoping approved in March 2015 included capacity for multiple scoping grants within each of the multiple project commitments for which allocations were approved. The initial list of allocations approved in March 2015 also included a number of allocations for individual projects specifically identified with a Measure BB amount in the 2014 TEP.

Staff recommends the Commission authorize the Executive Director or his designee to enter into project funding agreements necessary to make the allocated funds available for encumbrance and subsequent expenditure related to the scoping efforts along with eligible expenditures related to the individual projects for which an allocation was approved in March 2015.

Discussion

On November 4, 2014, Alameda County voters approved Measure BB, authorizing the extension of the existing transportation sales tax and augmenting it by one-half percent to

fund projects and programs included in the 2014 TEP. Since the passage of the Measure, the Alameda CTC has worked to prepare for the implementation of the capital projects and programs included in the 2014 TEP. A portion of the Measure BB funding available for programs and projects, i.e. 53.55%, is represented by Direct Local Distributions (DLD) which are revenues passed through to the named recipients in the 2014 TEP. The remainder of the funding will be allocated and expended on the capital projects and other programs on a reimbursement basis. The disbursements of the DLD funding are covered in separate agreements from the agreements recommended in this item.

In March 2015, the Alameda CTC approved the first batch of Measure BB funding allocations for capital projects and programs to be funded on a reimbursement basis. The allocations included a number of allocations from the commitments in the 2014 TEP for individual capital projects or programs listed in the 2014 TEP with a specific commitment amount, and for commitments in the 2014 TEP which include multiple, or "grouped," projects. For projects and programs which are not well-defined at this point, allocations were approved for project scoping and definition activities to afford project sponsors resources to prepare a well-defined project implementation plan for each project. The information derived from the scoping efforts will be used as the basis for consideration of future allocations and programming actions related to Measure BB. The scoping activities will take place concurrently with the upcoming Countywide Transportation Plan (CTP) update.

In order for project sponsors to receive reimbursements of eligible project costs, the allocated funds must be encumbered in funding agreements with project sponsors or made available for encumbrance by the Alameda CTC for projects being implemented directly by the Alameda CTC. The recommended action will allow for the necessary encumbrances of the Measure BB funds allocated in March 2015.

The next steps for the scoping agreements, assuming approval of this item, are as follows:

- | | |
|------------|---|
| April 2015 | Alameda CTC distributes the Request for Scoping Agreements form to project sponsors; |
| April 2015 | Project sponsors submit Request for Scoping Agreement form to the Alameda CTC; |
| May 2015 | Alameda CTC amend FY 14/15 Annual Budget to include current year scoping budgets; |
| May 2015 | Alameda CTC distribute Scoping Agreements to project sponsors for execution; and |
| June 2015 | Alameda CTC release call for project information for CTP update process (scoping funds available for responding to call for project information). |

The next step related to funding agreements for individual projects named in the 2014 TEP for scoping or subsequent project delivery phases is for the sponsor to request a project funding agreement from the Alameda CTC.

Fiscal Impact: The recommended action will result in the encumbrance and subsequent expenditure of Measure BB funds allocated in March 2015. A portion of the allocated amounts are being amended into the current FY 14/15 Alameda CTC Annual Budget, with the remainder being included in the FY 15/16 Alameda CTC Annual Budget.

Staff Contacts

[James O'Brien](#), Project Controls Team

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Memorandum

5.3

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE:	April 6, 2015
SUBJECT:	City of Oakland Request for \$39.2 Million of Measure BB Funds
RECOMMENDATION:	Consider the City of Oakland's Request for \$39.2 million of Measure BB Funds to be Programmed in FY 15-16

Summary

The passage of Measure BB in November 2014 will result in the collection of a new countywide sales tax effective April 1, 2015. On March 26, 2015, the Alameda County Transportation Commission approved a FY 15-16 Measure BB 2-Year Allocation Plan representing the initial allocations of Measure BB funding for certain projects and programs included in the 2014 Transportation Expenditure Plan (TEP).

During the same meeting and prior to the Commission approval of the Measure BB 2-Year Allocation Plan, the Commission discussed a letter from the City of Oakland, dated March 24, 2015, (Attachment A) that was provided to the Commission at the meeting requesting approval of \$39.2 million for three projects in addition to those identified in the FY 15-16 Measure BB 2-Year Allocation Plan. A staff response letter to the City of Oakland's request was also submitted to the Commission (Attachment B).

The Commission took action directing staff to bring both letters to the Alameda County Technical Advisory Committee (ACTAC) and through the Alameda CTC Programs and Projects Committee (PPC) for discussion and a recommendation to the Commission at its April meeting.

Discussion

Per direction of the Commission, the City of Oakland's letter and the Alameda CTC response letter will be presented at the April 9, 2015 ACTAC meeting for discussion/action. The letters will also be presented at the April 13, 2015, PPC meeting for discussion/action. In addition, the City of Oakland, the Port of Oakland and Alameda CTC have a meeting scheduled to discuss the project requests on April 8. The outcomes of this meeting will also be presented at the ACTAC and PPC meetings.

Fiscal Impact: Unknown.

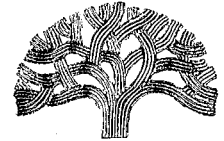
Attachments

- A. City of Oakland Letter Requesting \$39.2 Million in Measure BB funds
- B. Alameda CTC staff response to City of Oakland letter

Staff Contact

[Tess Lengyel](#), Deputy Director of Planning and Policy

[James O'Brien](#), Project Controls Team



CITY HALL • ONE CITY HALL PLAZA • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Libby Schaaf

March 24, 2015

(510) 238-3141
FAX (510) 238-4731
TDD (510) 238-3254

Mr. Art Dao, PE
Executive Director
Alameda County Transportation Commission
1111 Broadway, Suite 800
Oakland, CA 94607

Dear Mr. Dao,

On behalf of the City of Oakland, we are requesting amendments to the initial allocation of Measure BB funding for projects included in the 2014 Transportation Expenditure Plan (TEP).

Specifically, Oakland requests that three changes be taken up by the Commission on Thursday, March 26. Oakland requests that Alameda CTC:

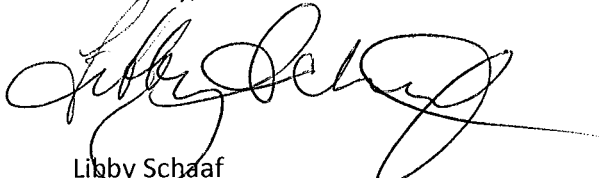
1. Add a \$1M allocation to the Port of Oakland for Scoping and PE/Environmental activities related to the 7th St. Grade Separation West;
2. Add a \$200,000 allocation for Scoping for the Coliseum BART Area project, which is named as a preliminary allocation of North County funds from the Community Development Investment BB funds; and
3. Program \$38M to the Oakland Army Base (OAB) for OAB Streets and Roadways and associated transportation infrastructure. The OAB project has a particularly urgent need for an immediate funding commitment.

Because of the urgency and the "shovel readiness" of this regionally-important goods movement project, this early commitment would be of great benefit to completing the OAB project and would provide ACTC with some very early and visible Measure BB implementation successes.

Please note that these funds need not be allocated in this fiscal year, as the funding commitment could potentially be financed and reimbursed from the cash flow of future Measure BB funding.

As background, the City and Port of Oakland have developed the attached a matrix which provides updated project phase and costs information. If you have any questions, you can contact either one of us, or work directly with Matthew Nichols, who is Mayor Schaaf's new Policy Director for Infrastructure and Transportation at (510) 238-7608.

Sincerely,



Libby Schaaf
Mayor



Rebecca Kaplan
Vice-Mayor

Enclosures

Cc: Matthew Nichols, City of Oakland Mayor's Office
John L. Flores, Interim City Administrator
Bruce Williams, City of Oakland, Senior Transportation Planner
Douglas Cole, OAB Project Manager III
Phil Tagami, OAB City Agent
Chris Lytle, Port of Oakland



Commission Chair
Supervisor Scott Haggerty, District 1

Commission Vice Chair
Councilmember Rebecca Kaplan,
City of Oakland

AC Transit
Director Elsa Ortiz

Alameda County
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART
Director Thomas Blalock

City of Alameda
Mayor Trish Spencer

City of Albany
Vice Mayor Peter Maass

City of Berkeley
Councilmember Laurie Capitelli

City of Dublin
Mayor David Haubert

City of Emeryville
Mayor Ruth Atkin

City of Fremont
Mayor Bill Harrison

City of Hayward
Mayor Barbara Halliday

City of Livemore
Mayor John Marchand

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember Dan Kalb

City of Piedmont
Mayor Margaret Fujioka

City of Pleasanton
Mayor Jerry Thorne

City of San Leandro
Mayor Pauline Cutter

City of Union City
Mayor Carol Dutra-Vernaci

Executive Director
Arthur L. Dao

March 25, 2015

Dear Mayor Schaff and Vice Mayor Kaplan:

Thank you for your letter dated March 24, 2015, requesting Alameda CTC to take action at its March 26th Commission meeting to allocate funds for the Port of Oakland 7th Street Grade Separation (\$1 million), Coliseum BART Area project (\$200,000), and to program funding for the Oakland Army Base Streets and Roadways (\$38 million).

Alameda CTC recognizes the importance of each of these major projects for both regional and local transportation circulation, efficiency and improvements to the goods movement system and is committed to supporting delivery of these projects during the course of Measure BB implementation. The 2014 Transportation Expenditure Plan (TEP) includes \$161 million for direct Port related improvements and \$300 million for Community Investments, such as the Coliseum BART project.

Collection of the Measure BB funds begins on April 1, 2015, and availability is expected in August. The Commission has been diligently working on an expedited process to allocate funds to cities, the county and transit operators (direct local distribution funds), as well as to initiate projects in the TEP beginning this summer.

The Commission has established a project funding process that honors the accountability requirements established in the 2014 TEP. For all projects, we require critical project development information, including a well-defined implementation plan that specifies a clear scope definition (including project limits and components) of the Measure BB funded project portion within the overall project including elements funded by non-Measure BB sources. Projects must have a detailed schedule by phase and a cost/funding summary by phase which delineates the Measure BB funded portions of the project. Understanding the relationship of the Measure BB funded elements to the overall project allows the Alameda CTC to pin down the timing of the Measure BB funding

needs which is essential to managing the Measure BB Program from a financial perspective. Absent this information, the Commission does not have the basis to make funding decisions and to ensure that all projects can move forward over time. Project submissions will be requested beginning June 2015.

Alameda CTC is committed to delivering all projects in the 2014 TEP and continues to work closely with all cities, the county and transit operators to deliver projects to the public. As the first dollars of Measure BB funding are allocated for public investments this summer, Alameda CTC and its partners must perform their respective due diligence in providing clearly defined information that allows the Commission to make funding decisions on taxpayers dollars that are based on sound technical development and analysis. In addition, the Commission needs to be able to understand the full cash flow needs of all projects in the TEP.

Alameda CTC is committed to your projects and is eager to move the full suite of investments in the TEP forward. We look forward to working closely with you on project development and implementation of these important projects and seek your project implementation information in June 2015 to allow these projects to flow into future funding recommendations.

If you have any questions, please feel free to contact me at 510-208-7400.

Sincerely,



Arthur L. Dao
Executive Director

cc: Chair Scott Haggerty, Alameda CTC Commission
Alameda CTC Commissioners
Matthew Nichols, City of Oakland Mayor's Office
John L. Flores, Interim City Administrator
Bruce Williams, City of Oakland, Senior Transportation Planner
Douglas Cole, OAB Project Manager III
Phil Tagami, OAB City Agent
Chris Lytle, Port of Oakland



Memorandum

5.4

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: Affordable Student Transit Pass Program

RECOMMENDATION: Authorize the release of a Request for Proposals (RFP) and negotiation with the top ranked firm for program development of a pilot Affordable Student Transit Pass Program in Alameda County.

Summary

The 2014 Transportation Expenditure Plan (TEP) includes \$15 million for an Affordable Student Transit Pass Program (STPP) through the implementation of pilot programs in different areas of the county. The purpose of the STPP is to expand access opportunities to schools on transit by testing different models of possible student transit pass programs for middle-school and high-schools students in Alameda County. The programs developed will address the geographically different areas of the County.

The passage of Measure BB provides the necessary funding for the pilot programs. This memorandum provides an update on the development of the Affordable Student Transit Pass Program (STPP) and seeks approval to release a RFP to procure Professional Services in implementing the STPP. The top ranked firm will be brought back for award to the Commission for contract approval.

Discussion

In 2011, Alameda CTC convened a working group of interested stakeholders, including school districts, transit operators, Alameda County, the Metropolitan Transportation Commission, youth, faith-based, environmental and community organizations to discuss the program purpose and objectives of an Alameda County Affordable Student Transit Pass Program. From January 2012 through May 2012, monthly meetings were held with stakeholders to discuss and formulate program objectives. This work was bolstered by research on student transit pass programs nationwide; collection of background information on existing Alameda County transit operator student fares; and convening of focus groups with middle and high school students in Alameda County to seek feedback directly from students. This work was placed on hold in summer 2012 in anticipation of Measure B1 passage, which failed to receive voter approval on the November 2012 ballot.

With passage of Measure BB in November 2014, work commenced on the STPP in December 2014 and two workshops were held with previous and additional stakeholders on January 28, 2015 and March 25, 2015 (Attachment A includes participants). In addition, expanded research was conducted by staff to evaluate new student transit pass programs in the nation, as well as to assess transit access to schools in Alameda County, and collection of additional demographic information at schools.

Program Purpose: The purpose of the STPP is to expand access opportunities to schools on transit by testing different models of possible student transit pass programs for middle-school and high-schools students in Alameda County. The programs developed will need to serve and/or address the geographically different areas of the County. Students at participating middle schools and high schools will receive transit passes that will provide access to transit services for transport to school and afterschool activities, during the project period. The model programs will be evaluated for effectiveness, and successful models will be implemented throughout the County in middle schools and high schools.

Pilot Program Term: The initial STPP pilots will run for approximately three years. Different models will be tested to address differences in geography, transit service availability, and economic needs in different areas of the County. The aim of the initial model programs is to gather data to determine success factors for implementing a program for all middle and high school students in Alameda County.

Program Objectives: The objectives of the STPP include the following:

- Reduce barriers to transportation access to schools to enable increased school attendance and youth engagement in school, after school programs, jobs, and other learning opportunities.
- Improve transportation options for transit travel to school with the use of a student transit pass, which may also ease financial burdens on families, reduce greenhouse gas emissions and traffic congestion around schools.
- Improve student transit ridership with the aim of educating a new generation of transit riders to understand the relationship between travel choices and the associated environmental effects (ie. Climate change and emissions reduction).
- Improve transit access to all students in middle and high schools, subject to funding availability.
- Leverage other programs to provide benefit to the model programs implemented including, but not limited to the Alameda County Safe Routes to Schools Program (SR2S), the Alameda County Travel Training program (as modified to suit the needs of students), and workforce development-type programs appropriate for high school students.

Consultant Assistance: Consultant assistance is sought to help:

1. Define and rationalize realistic models for each planning area of the county that will address the program objectives and identify goals, performance measures and evaluation tools to evaluate effectiveness both on a periodic basis and over the three-year pilot term. This includes definition of program administration, budgets, eligibility and operational parameters.
2. Define how the multiple partners will be engaged in the STPP to establish successful programs, including strategies for low-income communities. This includes school faculty, student and parent engagement in committees, as well as technical advisory and oversight committees.
3. Define how the proposed approach will tailor each model STPP program to each unique community and how the program will aim to expand participation at each school site.
4. Develop a program that removes barriers to involvement in a STPP program for students, parents and staff at schools.
5. Define how technology can support implementation of the program.
6. Implement and evaluate the program.
7. Identify opportunities for partnerships, such as the Alameda County Safe Routes to School Program and Alameda County Travel Training Program, and additional funding.

Program elements that will be taken into consideration will include, but are not limited to, addressing different types of programs with differing parameters and any potential need for capital improvements at school sites to improve transit access. Transit analyses will address transit availability, coordination, and capacity, including analysis of service reliability with increased ridership and service demand on transit operators. The consultant will be required to review peak demand on transit service both before and after school, along with identification of potential impacts on transit operators.

An important aspect of the STPP will be the communication and outreach coordination throughout the county with the various agencies, jurisdictions, and school districts. The program is expected to have several levels of committees as described above to assist in the program development. Community outreach, marketing, and surveying will be conducted both before and after the pilot programs and will include findings in periodic progress reports. Performance measures and an evaluation matrix will be established prior to program commencement as a benchmark to evaluate potential program impacts both qualitatively and quantitatively. An annual report of the pilot program will be required to provide updates on program progress and evaluation.

Implementation Timeline

The Preliminary RFP Schedule outline is below:

- April 23, 2015: Commission Approval to Release RFP
- May 1, 2015: Release of Request for Proposals
- Week of May 11, 2015: Pre-Proposal Meeting
- Week of June 8, 2015: Proposals Due to Alameda CTC
- Week of July 13, 2015: Interview of Top Ranked Firms
- September 24, 2015: Recommendation of Top Ranked Firm for Contract Award
- October 2015: Potential Contract Commencement

Fiscal Impact: There is no fiscal impact. The top ranked firm will be brought back for award to the Commission for contract approval.

Attachments

- A. Participating stakeholders and attendee affiliation of Student Transit Pass Program meetings/workshops

Staff Contact

[Tess Lengyel](#), Deputy Director of Planning and Policy

[Arun Goel](#), Program Manager

[Laurel Poeton](#), Assistant Transportation Planner



Student Transit Pass Program

Kick-off meeting

ROSTER OF ATTENDANCE

Wednesday, January 28, 2015, 3:30 to 5:30 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

5.4A

	NAME	JURISDICTION/ORGANIZATION	TELEPHONE	E-MAIL
1.	Angie Ayers	Alameda CTC	(510) 288-7450	ayers@alamedactc.org
2.	Charlotte Barham	BARIT	510 464 6379	CBARHAM@BARIT.GOV
3.	Scott Vernoy	Livermore School Dist	925-606-3207	svernoy@lvjisd.k12.ca.us
4.	Kerth Cooke	City of San Leandro	510-577-3439	KCooke@SanLeandro.org
5.	Matt Williams	Sierra Club		mwillia@mac.com
6.	Kaley Lym	Alta Planning	510 788-6886	kaleylym@altaplanning.com
7.	Brett Hondorp	Alta Planning	(510) 540-5008	bhondorp@altaplanning.com
8.	Nora Cody	TransForm	510 740-3150	
9.	Kristen Mazur	MTC	510 817 5789	kmazur@mtc.ca.gov
10.	John Claassen	Genasis	510 482-2075	jpc/aassen@concast.net
11.	Nathan London	ACTransit	510 891-4792	nldon@jacksonsl.org
12.	Christy Wegener	LAVTA	925-455-7560	cwegener@lavta.org
13.	PAUL SANFTNER	SUPERVISOR MILEY	510.670.5717	PAUL.SANFTNER@ACGOV.ORG
14.	Neda Said	Yath Up Rising	510-777-9909	nsaid@yathuprising.org
15.	Isabel Toney	ACCE-Riders for Transit + justice	510 967 9330	itoney@calorganize.org

	NAME	JURISDICTION/ORGANIZATION	TELEPHONE	E-MAIL
16.	Paul Keener	Alameda Co PWA	(510)670-6452	paulk@acpwa.org
17.	Donna Lee	BART	(510)464-6282	dlee@bart.gov
18.	Brenda Montgomery	Pleasanton Unified	925-519-3864	bmontgomery@pleasantonUSD.net
19.	Michele Joseph	AC Transit	510-591-4858	mjoseph@actransit.org
20.	John Mattos	New Haven Unified	(510)476-2625	jmattos@nhusd.k12.ca.us
21.	Blanca Snyder	"	"	bsnyder@nhusd.k12.ca.us
22.	Roselle London	City of Emeryville	510-596-4227	rlondon@emeryville.org
23.	Amy Strago	Sup. CARSON'S OFFICE	510.272.6685	Amy.Strago@acgov.org
24.	Matt Nichols	Matt Nichols	510-844-7868	
25.	Juan Jimenez	BART	510-464-6106	jjuana@bart.gov
26.				
27.				
28.				
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30.				
31.				
32.				
33.				



**Student Transit Pass Program
Workshop
ROSTER OF ATTENDANCE
Wednesday, March 25, 2015, 3:30 to 5:30 p.m.**

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

	NAME	JURISDICTION/ORGANIZATION	TELEPHONE	E-MAIL
1.	Sea H Verry	LVUSD	925-606-3207	sverry@lvjwd.k12ca.us
2.	Candi Clark	CVUSD	510-537-5000	cclark@cv.k12.ca.us
3.	Steve Adams	Union City Transit	510-675-5446	sadams@unioncity.org
4.*	Elena Sotelo-mcCoy	HUSD - Winton Middle School	510-723-3140 x44402	esotelo-mccoy@hUSD.k12.ca.us
5.	Nora Cody	TransForm	510-740-3150	nora@transformca.org
6.*	Geoffrey Johnson	"	"	GJohnson@transformca.org
7.	Eric Whitton	Newark USD	510/818-4226	whitton@newarkunified.org
8.	PAUL SANFTNER	SUPERVISOR MILEY	510 670 5717	PAUL.SANFTNER@alameda.org
9.	Math Williams	Sierra Club		mwillia@mac.com
10.	Dennie Marengo	Fremont USD	510-657-2350	dmarengo@fremont.k12.ca.us
11.	Michael Tree	LAFTA	925-266-2317	mtree@lafta.org
12.	Katey Lyons	Alta Planning	510-788-6884	katey.lyons@alta
13.	Brett Hondorp	Alta Planning	510 540-5008	
14.	Steve Hanke	DUSD	925 828-2551	hankestephen@dublinusd.org
15.	Linda Freccero	San Lorenzo USD	510-317-4763	lfreccero@sl2usd.org

	NAME	JURISDICTION/ORGANIZATION	TELEPHONE	E-MAIL
16.	Ting Hsu Engelman	Piedmont Unified	510-594-2702	THsu@piedmont.k12.ca.us
17.	OCTAVIA VAN MOORE	GENESIS	-	OCTAVIAVANMOORE33@gmail.com
18.	MARY LIN LOUPE	GENESIS		
19.	Ellen Murray	Acc Riders for Transit Justice	415-286-1712	ejredtranse@sbccglobal.net
20.	Isaiah Toney	ACCIE	510-467-4330	itoney@coloradojustice.org
21.	Nathan London	AC TRANSIT	510-891-4292	nlondon@actransit.org
22.	Mychelle Joseph	AC Transit	510-891-4858	myjosph@actransit.org
23.	Heather Barber	Alameda CTC	510-208-7439	hbarber@alamedactc.org
24.	Laurel Pooton	Alameda CTC	510-208-7415	lpooton@alamedactc.org
25.	Arun			
26.	Tess	Alameda CTC	510-208-7420	HenryJ@alamedactc.org
27.	Tamara	Alameda CTC	510-208-7485	thabotter@alamedactc.org
28.	Jennifer Largaspadia	MTC/clipper		
29.	Amy SHRAGO	Sup. CARSON'S OFFICE	510-272-6685	Amy.SHRAGO@AlGov.org
30.	Neda Said	Youth Uprising		nsaid@youthuprising.org
31.	Paul Keener	Alameda County Public Works Agency	(510) 670-6452	paulk@acpwa.org
32.	Diane Lang	Emery Unified School District	510-426-7855	diane.lang@emeryusd.org
33.	Julie Jim	BART	510-464-6106	xjgm@BART.org



DATE: April 6, 2015

SUBJECT: Alameda CTC Transportation Fund for Clean Air (TFCA) FY 2015-16 Program Guidelines

RECOMMENDATION: Approve the FY 2015-16 Alameda CTC Transportation Fund for Clean Air (TFCA) Program Guidelines.

Summary

TFCA funding is generated by a vehicle registration fee collected by the Bay Area Air Quality Management District (Air District) to fund eligible projects that result in the reduction of motor vehicle emissions. The Alameda CTC's TFCA Program Guidelines are reviewed annually and were last approved by the Commission in March 2014. The recommended updates to the Alameda CTC FY 2015-16 TFCA Program Guidelines (Attachment A) conform to the Air District Board-adopted FY 2015-16 TFCA County Program Manager Fund Policies (Attachment B), reflect Air District guidance and include provisions specific to the administration of Alameda County's TFCA program.

Background

TFCA funding is generated by a \$4 vehicle registration fee collected by the Air District. Eligible projects are intended to result in the reduction of motor vehicle emissions and to achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations. Projects typically funded with TFCA include shuttles, bicycle lanes and lockers, signal timing and trip reduction programs. As the TFCA Program Manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the revenue generated in Alameda County for this program, with the remaining 60 percent programmed directly by the Air District. Five percent of the revenue for the county program is set aside for the Alameda CTC's administration of the TFCA program. The Alameda CTC TFCA Program Guidelines (Guidelines) include a distribution formula through which 70 percent of the available funds are allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. The remaining 30 percent of the funds are allocated to transit-related projects on a discretionary basis. The total amount of available TFCA is required to be programmed annually. To help facilitate the programming of all available funds, a jurisdiction may borrow against its projected future share in order to receive more funds in the current year.

TFCA County Program Managers are required to hold one or more public meetings each year to review the expenditure of revenues received and to adopt criteria for the expenditure of the funds. The FY 2015-16 TFCA Expenditure Plan Application identified \$2.038 million in TFCA funding available for programming to projects and was approved by the Commission in February 2015. The FY 2015-16 TFCA Fund Estimate, provided as Attachment C, applies the distribution formula to this amount.

Projects proposed for TFCA funding are required to meet the requirements of the TFCA program, including the Air District TFCA County Program Manager Fund Policies (Air District Policies). The recommended Guidelines conform to the Air District Policies, reflect Air District guidance and include provisions specific to the administration of Alameda County's TFCA program. County-specific provisions include the TFCA distribution formula and timely use of funds milestones, which help ensure program compliance and timely project completion.

FY 2015-16 TFCA Program Updates

Edits and clarifications to the Alameda CTC Guidelines for FY 2015-16 include:

- A new section that provides attributes of cost-effective projects has been added to help project sponsors identify potential project for TFCA funding;
- Section V, program schedule, has been updated to reflect FY 2015-16 activities;
- Section X, project initiation milestone, has been updated to reflect that projects approved for FY 2015-16 funding must commence by the end of calendar year 2016; and
- Additional edits included throughout to facilitate program compliance and timely project delivery.

The Air District FY 2015-16 TFCA Policies include the following changes which affect the eligibility of certain project types and how they are evaluated for TFCA:

- For all shuttle operations projects: (1) TFCA-eligible service hours have been expanded from Air District-defined "peak commute" hours to any service hours that are cost-effective for TFCA, and (2) what constitutes ineligible "duplication of service" has been clarified;
- For existing shuttle operations projects: the cost-effectiveness threshold has been increased from \$90,000/ton to \$125,000/ton;
- For pilot shuttle operations: projects located in a Planned or Potential Priority Development Area (PDA) have a higher cost-effectiveness threshold of \$500,000/ton and may receive a maximum of three years of TFCA Funds under the pilot designation;
- Bike share (Bay Area Bike Share) projects may apply for up to 5 years of operations funding;
- Cycle Tracks and separated bikeways have been added as an eligible project type within the bike facility category; and

- Clean-air vehicle purchase and alternative fuel infrastructure projects cannot receive both County and Regional TFCA funding for the same project.

Next Steps

The Commission-approved Guidelines will be included with the annual TFCA call for projects material, which is scheduled for release following the April 2015 Commission meeting. Applications will be due in late May 2015 and a program recommendation is scheduled for September 2015.

Fiscal Impact: There is no significant fiscal impact expected as a result of the recommended action.

Attachments

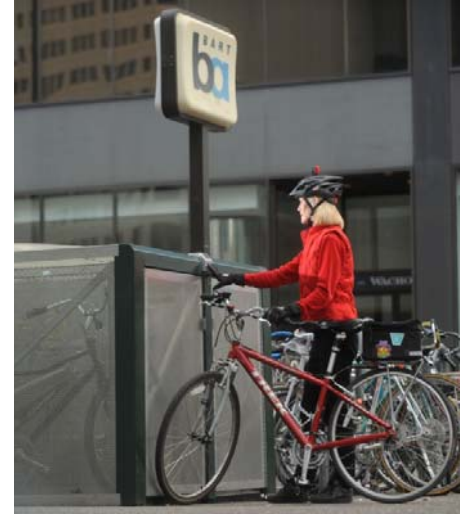
- A. Alameda CTC FY 2015-16 TFCA County Program Manager Fund Guidelines
- B. Air District FY 2015-16 TFCA County Program Manager Fund Policies
- C. Alameda CTC FY 2015-16 TFCA Fund Estimate

Staff Contacts

[James O'Brien](#), Project Controls Team

[Jacki Taylor](#), Program Analyst

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ALAMEDA COUNTY TRANSPORTATION COMMISSION

TRANSPORTATION FUND FOR CLEAN AIR COUNTY PROGRAM MANAGER FUND

FY2015-16 PROGRAM GUIDELINES

**ALAMEDA COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION FUND FOR CLEAN AIR (TFCA)
COUNTY PROGRAM MANAGER FUND
FY 2015-16 PROGRAM GUIDELINES**

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I. BACKGROUND

Pursuant to the 1988 California Clean Air Act, the Bay Area Air Quality Management District (Air District) is required to periodically adopt a Clean Air Plan (CAP), which describes how the region will work toward compliance with State and Federal ambient air quality standards and make progress on climate protection. To reduce emissions from motor vehicles, the CAP includes transportation control measures (TCMs) and mobile source measures (MSMs). A TCM is defined as any strategy to reduce vehicle trips, vehicle use, vehicle miles traveled, vehicle idling, or traffic congestion for the purpose of reducing motor vehicle emissions. MSMs encourage the retirement of older, more polluting vehicles and the introduction of newer, less polluting motor vehicle technologies.

To fund the implementation of TCMs and MSMs, the State Legislature, through AB 434 (Sher; Statutes of 1991) and AB 414 (Sher, Statutes of 1995), authorized 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 percent 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.

AB 414 references the trip reduction requirements in the Congestion Management Program (CMP) legislation and states that Congestion Management Agencies (CMAs) 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 also adds a requirement that designated 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 TFCA 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 CAP, and 4) are not planning or technical studies.

II. ELIGIBLE PROJECTS

Only projects that result in the reduction of motor vehicle emissions are eligible for TFCA funding. Projects must achieve surplus emission reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations at the time of the execution of a project-specific fund transfer agreement between the county program manager (Alameda CTC) and the project sponsor.

Consistent with the project types authorized under the California Health and Safety Code (HSC) Section 44241, projects and programs eligible for TFCA funds include:

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, transit 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 telecommuting and in congestion pricing of highways, bridges and public transit;
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 (subject to Air District approval on a case-by-case basis), engine retrofits, fleet modernization, alternative fuels, and advanced technology demonstrations;
8. Implementation of smoking vehicles program;
9. Implementation of an automobile buy-back scrappage program operated by a governmental agency;
10. Implementation of bicycle facility improvement projects that are included in an adopted countywide bicycle plan or congestion management program; and
11. 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.

The Air District annually adopts policies for the County Program Manager Fund. The current Air District policies, [included as Appendix A](#), further define eligible projects and also establish criteria for calculating emissions reductions (i.e., TFCA cost-effectiveness). Projects that are authorized by HSC Section 44241 and achieve TFCA cost-effectiveness, but do not fully meet the Air District's current TFCA policies are subject to Air District approval on a case-by-case basis.

TFCA funds may not be used for:

- Planning activities that are not directly related to the implementation of a specific project;
- The purchase of personal computing equipment for an individual's home use;
- Projects that provide a direct or indirect financial transit or rideshare subsidy for shuttle/feeder bus service exclusively for the grantee's employees; or
- Costs of developing TFCA grant applications.

III. TFCA COST EFFECTIVENESS

The Air District requires the evaluation of all proposed and completed projects for TFCA cost-effectiveness. The Alameda CTC will measure cost-effectiveness based on the ratio of the TFCA cost divided by the sum total tons of emissions (reactive organic gases (ROG),

oxides of nitrogen (NOx), and weighted particulate matter ten microns in diameter and smaller ("PM₁₀") that are estimated to be reduced by the project. For the purpose of calculating the TFCA cost-effectiveness, the TFCA project cost is the sum of the requested TFCA County Program Manager Funds and any secured TFCA Regional Funds. Air District-generated forms are used to calculate a cost effectiveness result of \$ TFCA/ton. The Alameda CTC will only approve projects with a TFCA cost effectiveness, on an individual project basis, that is equal to or less than either: (1) the standard threshold of \$90,000 of TFCA funds per ton of total ROG, NOx and weighted PM₁₀ emissions reduced (\$/ton), or (2) another threshold as identified in the current Air District Policies, included as Appendix A, for a specific project type. Project sponsors are required to provide the data necessary to evaluate projects for TFCA cost-effectiveness. This may include, but is not limited to, transit ridership, verifiable survey data, bicycle counts, and results from comparable projects.

Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years, except for bike share projects, which are eligible to apply for a period of up to five (5) years. TFCA funding for additional years must be re-applied for and re-evaluated in subsequent funding cycles.

IV. ATTRIBUTES OF COST-EFFECTIVE PROJECTS

The following attributes of cost-effective projects are provided by the Air District to help project sponsors identify successful candidate projects for TFCA funding:

- Project purchases or provides service using best available technology or cleanest vehicle (e.g., achieves significant petroleum reduction, utilizes vehicles that have 2010 and newer engines, is not a Family Emission Limit (FEL) engine, and/or have zero tailpipe emissions).
- Project is delivered or placed into service within one year and/or significantly in advance of regulatory changes (e.g., lower engine emission standards.).
- Project requests relatively low amount of TFCA funds; Grantee provides significant matching funds.

The following attributes are for specific project categories:

- For shuttle/feeder bus service and ridesharing projects:
 - Project provides service to relatively large % of riders/participants that otherwise would have driven alone over a long distance.
 - Shuttle provides "first and last mile" connection to between employers and transit.
 - Shuttle travels relatively short distances between start and end point/ and has relatively low mileage/minimal amount of non-service miles. Shuttle operates on a route (service and non-service miles) that is relatively short in distance.
- For vehicle-based projects:
 - Vehicle has high operational use, annual mileage, and/or fuel consumption (e.g., taxis, transit fleets, utility vehicles).
- For arterial management and smart growth projects:
 - Pre- and post-project counts demonstrate high usage and potential to

affect mode or behavior shift that reduces emissions.

- o Project demonstrates a strong potential to reduce motor vehicle trips by significantly improving mobility via walking, bicycling, and improving transit.
- o Project is located along high volume transit corridors and/or is near major activity centers such as schools, transit centers, civic or retail centers.
- o Project is associated with a multi-modal transit center, supports high-density mixed-use development or communities.

IV. GENERAL PROGRAM STRUCTURE

As the designated county program manager for Alameda County, the Alameda CTC is 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 Alameda CTC must program the TFCA revenue received each year within the Air District's allowable time period. Any unallocated funds may be reallocated by the Air District.

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

- A maximum of 5% of the annual revenue to the Alameda CTC for program implementation and administration.
- As follows, 70% of the remaining funds to be allocated to the cities/county based on population:
 - o A minimum of \$10,000 to each jurisdiction.
 - o City population will be updated annually based on State Department of Finance (DOF) estimates.
 - o The 70% funds will be programmed annually in its own call for projects or in a coordinated call for projects with like funding sources.
 - o A city or the county, with approval from the Alameda CTC, may choose to roll its annual 70% allocation into a future program year.
 - o A jurisdiction may borrow against its projected future year share in order to use rolled over funds from other jurisdictions available in the current year.
 - o Relinquished funds from a city's or the county's completed projects are made available to the same jurisdiction through its 70% allocation for reprogramming to future projects.
 - o The Commission may also program against future TFCA revenue for projects that are larger than the annual funds available.
- As follows, 30% of the remaining funds to be allocated to transit-related projects on a discretionary basis:
 - o The 30% funds will be programmed annually in its own call for projects or in a coordinated call for projects with like funding sources.
 - o 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 TFCA cost-effectiveness evaluation. When this calculation is not sufficient to prioritize candidate projects, the Alameda CTC Commission may also consider the emissions reductions per

total project dollar invested for the project and the matching funds provided by the project sponsor.

- o Relinquished funds from completed discretionary projects are returned to the 30% revenue for reprogramming in future funding cycles.
- o The Commission may also program against future TFCA revenue for projects that are larger than the annual funds available.

The minimum TFCA funding request is \$50,000, unless the project sponsor can show special and unusual circumstances to set this limit aside.

V. PROGRAM SCHEDULE

Below is the schedule for the FY 2015-16 TFCA program:

February	Resolution adopted by Commission endorsing the programming of FY 2015-16 TFCA funds consistent with the TFCA Expenditure Plan Application.
March	Expenditure Plan Application due to Air District.
April	Annual review of Alameda County TFCA Program Guidelines by Commission. Alameda CTC will issue a call for projects.
May	Project applications and semi-annual project status reports for active projects due to Alameda CTC. Alameda CTC submits Semi-annual Report to Air District by May 31 st .
July	Commission reviews summary of applications received.
September	Program approval by Commission.
September	For active projects, annual status reports due to Alameda CTC.
October	Draft fund-transfer agreements distributed. Alameda CTC submits Annual Report to Air District by October 31 st .

Schedule subject to modification based on schedule changes imposed by the Air District and/or previous programming actions by the Alameda CTC.

VI. APPLICATION PROCESS

Project sponsors shall complete the Alameda CTC TFCA funding application. The application is updated annually and may be included in a coordinated call for projects process that consolidates like fund sources. The type of information required for the application includes the following:

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) and reflects the total project cost by phase and cost type.
4. Schedule and Project Milestones: Applicants shall include the project schedule and applicable milestones.
5. Project Data: Applicants shall submit the requested project-related data, which is necessary to determine eligibility and calculate the estimated emissions reductions and cost-effectiveness.
6. Transportation Control Measures (TCM) and Mobile Source Measures (MSM): Applicants shall list the applicable TCMs and/or MSMs from the Air District's most recently approved Clean Air Plan.

VII. MONITORING REQUIREMENTS

The Air District requires a pre- and post-project evaluation of emissions reductions. The first is an estimate of the projected emissions reduction. Sponsors must provide data for this calculation in the project application.

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

Project sponsors requesting TFCA reimbursement for monitoring costs shall provide the estimated cost in the TFCA application. The cost of collecting data to fulfill the TFCA monitoring requirements may be considered an administrative project cost. Administrative project costs reimbursable by TFCA are limited to a total of 5% of the total TFCA funds received.

VIII. INSURANCE REQUIREMENTS

Each Project Sponsor must maintain general liability insurance, property insurance, workers compensation insurance and additional insurance as appropriate for specific projects, with coverage amounts as specified in the fund-transfer agreement, throughout the life of the project.

Verification of Coverage

Project Sponsors are required to provide certificates and/or other evidence of the insurance coverage prior to the execution of a fund-transfer agreement. Certificates of insurance are to identify the Alameda CTC as an additional insured. Project Sponsors shall continue to provide certificates and/or other evidence of the insurance coverage, as required, throughout the project period and until the project has been completed. Certificates, policies and other evidence provided shall specify that the Air District and Alameda CTC shall receive 30 days advanced notice of cancellation from the insurers.

Minimum Scope of Insurance

This section provides guidance on the insurance coverage and documentation typically required for TFCA Program Manager Fund projects. Note that the Air District and/or Alameda CTC reserve the right to require different types or levels of insurance for specific 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 \$1,000,000.

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.

The following table lists the types of insurance coverage generally required for each project type. The requirements may differ in specific cases.

Project/ Contract Activity	Insurance Required
<ul style="list-style-type: none"> • Vehicle Purchase and lease / Engine retrofits 	<ul style="list-style-type: none"> • Automobile Liability and • Automobile Physical Damage
<ul style="list-style-type: none"> • Operation of shuttle services and vanpools 	<ul style="list-style-type: none"> • Commercial General Liability, • Automobile Liability, • Automobile Physical Damage, and • Workers Compensation (shuttle services).
<ul style="list-style-type: none"> • Construction projects including: bicycle/pedestrian overpass; bicycle facilities including bike paths, lanes, routes <u>and cycle tracks/separated bikeways</u>; smart growth and traffic calming; and vehicle infrastructure. 	<ul style="list-style-type: none"> • Commercial General Liability, • Automobile Liability and • Workers Compensation
<ul style="list-style-type: none"> • Bicycle lockers, racks and bike share programs • Arterial management and signal timing • Transit marketing programs • Ridesharing projects 	<ul style="list-style-type: none"> • Commercial General Liability
<ul style="list-style-type: none"> • Guaranteed Ride Home programs • Transit pass subsidy or commute incentives 	<ul style="list-style-type: none"> • None

IX. AGREEMENT, REPORTS AND AUDIT REQUIREMENTS

The Air District and the Alameda CTC annually enter into a "master" funding transfer agreement and the execution of this agreement constitutes final approval and obligation for the Air District to fund a project. Any project costs incurred prior to the execution of the annual "master" agreement will not be reimbursed.

Additionally, project sponsors must enter into a project-specific 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 audit requirements. An executed agreement between the Alameda CTC and a 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 three months from the date the funding agreement is provided to the project sponsor. After the three month deadline has passed, any funding associated with an unexecuted funding agreement may be considered unallocated and may be reprogrammed.

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

Project sponsors must fulfill the funding agency credit requirements specified in the project-specific funding agreement, crediting both the Air District and Alameda CTC as funding agencies, and is to provide, upon request, documentation that such credit was given.

The Air District may conduct performance and fiscal audits of TFCA-funded projects to ensure that all TFCA funds have been spent in accordance with the applicable Air District TFCA County Program Manager Policies, included as Appendix A, and executed TFCA funding agreement. 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 TFCA Timely Use of Funds Policy, 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 project-specific fund transfer agreements to project sponsors.
2. Project sponsors must execute a project-specific fund transfer agreement with the Alameda CTC within three months of receipt of the agreement from 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 fund transfer agreement may be considered unallocated and may be reprogrammed.
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.

For the FY 2015-16 program, the Alameda CTC will not approve an extended schedule with a project start date beyond calendar year ~~2015~~ 2016.

4. Project sponsors must expend TFCA funding within two years from the date of the Alameda CTC's first receipt of the TFCA revenue from the Air District. The Alameda CTC 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. Additional schedule extension requests require approval from the Alameda CTC Commission and Air District Board.
5. Project sponsors must submit requests for reimbursement at least once every six months, but not more than once per month. Costs incurred within a fiscal year, defined as the period from July 1st to June 30th, are to be included in a reimbursement request submitted within two months after the end of the fiscal year in which the costs were incurred. All final requests for reimbursement are to be submitted no later than the submittal date of the Final Project Report.
6. Project sponsors must submit semi-annual progress reports within the period established by the Air District.
7. Project sponsors must submit required Final Project Reports (project monitoring reports) within three months of project completion or, as applicable, within three months after the post-project evaluation period as established in the project-specific fund transfer agreement.

A monitoring report will be periodically presented to Alameda CTC Committees to inform 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 TFCA 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. ELIGIBLE COSTS AND REIMBURSEMENTS

The date the annual "master" fund transfer agreement between the Air District and Alameda CTC is executed sets the date from which eligible project costs may be incurred. Project sponsors may only request reimbursement for eligible, documented project expenses after a project-specific fund transfer agreement with the Alameda CTC has been executed. All reimbursable project costs must be identified in the budget from the approved grant application and conform to the project scope included in the project expenditure plan of an executed project-specific fund transfer agreement. TFCA funds may be used for project implementation costs as follows:

- Project implementation costs are charges associated with implementing a specific TFCA-funded project, including:
 - Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to implementation of the TFCA project,
 - Shuttle driver labor and equipment maintenance costs,
 - Capital costs, including equipment, procurement and installation,

- Operator or personnel training directly related to project implementation,
 - Contractor/vendor labor charges related to the TFCA project,
 - Travel, and training and associated personnel costs that are directly related to the implementation of the TFCA-funded project (e.g., the cost of training mechanics to service TFCA-funded natural gas clean air vehicles),
 - Indirect costs associated with implementing the project, including reasonable overhead costs (supported by a federally-approved Indirect Cost Allocation Plan (ICAP), incurred to provide a physical place of work (e.g., rent, utilities, office supplies), general support services (e.g., payroll, reproduction) and managerial oversight, and
 - Sponsor may choose not to charge any indirect costs to a TFCA project.
- Project administration costs include invoicing and reporting activities related to the administration of the TFCA funding may be considered eligible for reimbursement on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application and the costs are identified in the expenditure plan of the executed project-specific fund transfer agreement. Reimbursable administrative project costs are limited to a maximum of 5% of the total TFCA reimbursed per project.

For each reimbursement request, a TFCA "TFCA Grant Reimbursement Request" form is required. The form must have an original signature by an authorized person, and should be sent to the attention of Alameda CTC's Financial Officer. The required form will be attached to the fund transfer agreement or otherwise provided by Alameda CTC. Project sponsors must submit requests for reimbursement at least once every six months, but not more than once per month. Costs incurred within a fiscal year, defined as the period from July 1 to June 30, are to be included in a reimbursement request submitted within two months following the end of the fiscal year in which the costs were incurred. All final requests for reimbursement are to be submitted no later than the submittal date of the Final Project Report.

The reimbursement request form must be accompanied by the following documentation:

1. Direct Costs: Direct project costs are directly and solely related to the implementation of the project. Documentation includes copies of paid invoices and evidence of payment.
2. Labor Charges: 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. Documentation of hourly charges includes payroll records indicating job title, hourly pay rate, and time sheets indicating time worked on project (other accounting methods to allocate and document staff time will be considered on a case by case basis).
3. Indirect Costs: Reasonable indirect project implementation costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. For the purposes of determining "reasonable" overhead costs, the

Alameda CTC may allow indirect costs to be charged to and reimbursed by TFCA if the sponsor has a federally-approved indirect rate, as identified through a federally-approved Indirect Cost Allocation Plan (ICAP). The required documentation for indirect project costs would be similar to what is required for direct costs and hourly labor charges.

4. Administrative Costs: Administrative costs that are reimbursable to a project sponsor are limited to a maximum of 5% of the total TFCA funds received and include TFCA invoicing and reporting activities. Administrative project costs may be considered eligible for reimbursement with TFCA funds on a case-by-case basis provided the project sponsor requests and justifies the reimbursement in the approved grant application. The required documentation for administrative project costs would be similar to what is required for direct costs and hourly labor charges.

APPENDIX A – FY 2015-16 Air District TFCA County Program Manager Fund Policies

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Appendix D: Board-Adopted TFCA County Program Manager Fund Policies for FYE 2016

Adopted November 17, 2014

The following Policies apply only to the Transportation Fund for Clean Air (TFCA) County Program Manager Fund.

BASIC ELIGIBILITY

1. **Reduction of Emissions:** Only projects that result in the reduction of motor vehicle emissions within the Air District's jurisdiction are eligible.

Projects must conform to the provisions of the California Health and Safety Code (HSC) sections 44220 et seq. and these Air District Board of Directors adopted TFCA County Program Manager Fund Policies for FYE 2016.

Projects must achieve surplus emission reductions, i.e., reductions that are beyond what is required through regulations, ordinances, contracts, and other legally binding obligations at the time of the execution of a grant agreement between the County Program Manager and the grantee. Projects must also achieve surplus emission reductions at the time of an amendment to a grant agreement if the amendment modifies the project scope or extends the project completion deadline.

2. **TFCA Cost-Effectiveness:** Projects must achieve TFCA cost-effectiveness, on an individual project basis, equal to or less than \$90,000 of TFCA funds per ton of total emissions reduced, unless a different value is specified in the policy for that project type. (See "Eligible Project Categories" below.) Cost-effectiveness is based on the ratio of TFCA funds divided by the sum total tons of reactive organic gases (ROG), oxides of nitrogen (NOx), and weighted particulate matter 10 microns in diameter and smaller (PM10) reduced (\$/ton). All TFCA-generated funds (e.g., TFCA Regional Funds, reprogrammed TFCA funds) that are awarded or applied to a project must be included in the evaluation. For projects that involve more than one independent component (e.g., more than one vehicle purchased, more than one shuttle route), each component must achieve this cost-effectiveness requirement.

County Program Manager administrative costs are excluded from the calculation of a project's TFCA cost-effectiveness.

3. **Eligible Projects and Case-by-Case Approval:** Eligible projects are those that conform to the provisions of the HSC section 44241, Air District Board adopted policies and Air District guidance. On a case-by-case basis, County Program Managers must receive approval by the Air District for projects that are authorized by the HSC section 44241 and achieve Board-adopted TFCA cost-effectiveness but do not fully meet other Board-adopted Policies.
4. **Consistent with Existing Plans and Programs:** All projects must comply with the transportation control measures and mobile source measures included in the Air District's most recently approved plan for achieving and maintaining State and national ambient air quality standards,

which are adopted pursuant to HSC sections 40233, 40717 and 40919, and, when specified, with other adopted State, regional, and local plans and programs.

5. **Eligible Recipients:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing with the Air District (Policy #8).
 - A. Public agencies are eligible to apply for all project categories.
 - B. Non-public entities are only eligible to apply for new alternative-fuel (light, medium, and heavy-duty) vehicle and infrastructure projects, and advanced technology demonstrations that are permitted pursuant to HSC section 44241(b)(7).
6. **Readiness:** Projects must commence by the end of calendar year 2016. “Commence” includes any preparatory actions in connection with the project’s operation or implementation. For purposes of this policy, “commence” can mean the issuance of a purchase order to secure project vehicles and equipment, commencement of shuttle/feeder bus and ridesharing service, or the delivery of the award letter for a construction contract.
7. **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years, except for bike share projects, which are eligible to apply for a period of up to five (5) years. Grant applicants that seek TFCA funds for additional years must reapply for funding in the subsequent funding cycles.

APPLICANT IN GOOD STANDING

8. **Independent Air District Audit Findings and Determinations:** Grantees who have failed either the fiscal audit or the performance audit for a prior TFCA-funded project awarded by either County Program Managers or the Air District are excluded from receiving an award of any TFCA funds for five (5) years from the date of the Air District’s final audit determination in accordance with HSC section 44242, or duration determined by the Air District Air Pollution Control Officer (APCO). Existing TFCA funds already awarded to the project sponsor will not be released until all audit recommendations and remedies have been satisfactorily implemented. A failed fiscal audit means a final audit report that includes an uncorrected audit finding that confirms an ineligible expenditure of TFCA funds. A failed performance audit means that the program or project was not implemented in accordance with the applicable Funding Agreement or grant agreement.

A failed fiscal or performance audit of the County Program Manager or its grantee may subject the County Program Manager to a reduction of future revenue in an amount equal to the amount which was inappropriately expended pursuant to the provisions of HSC section 44242(c)(3).

9. **Authorization for County Program Manager to Proceed:** Only a fully executed Funding Agreement (i.e., signed by both the Air District and the County Program Manager) constitutes the Air District’s award of County Program Manager Funds. County Program Managers may only incur costs (i.e., contractually obligate itself to allocate County Program Manager Funds) after the Funding Agreement with the Air District has been executed.
10. **Insurance:** Both the County Program Manager and each grantee must maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific

projects, with required coverage amounts provided in Air District guidance and final amounts specified in the respective grant agreements.

INELIGIBLE PROJECTS

11. **Duplication:** Grant applications for projects that provide additional TFCA funding for existing TFCA-funded projects (e.g., Bicycle Facility Program projects) that do not achieve additional emission reductions are ineligible. Combining TFCA County Program Manager Funds with other TFCA-generated funds that broaden the scope of the existing project to achieve greater emission reductions is not considered project duplication.
12. **Planning Activities:** A grantee may not use any TFCA funds for planning related activities unless they are directly related to the implementation of a project or program that result in emission reductions.
13. **Employee Subsidies:** Projects that provide a direct or indirect financial transit or rideshare subsidy or shuttle/feeder bus service exclusively to the grantee's employees are not eligible.

USE OF TFCA FUNDS

14. **Cost of Developing Proposals:** Grantees may not use TFCA funds to cover the costs of developing grant applications for TFCA funds.
15. **Combined Funds:** TFCA funds may be combined with other grants (e.g., with TFCA Regional Funds or State funds) to fund a project that is eligible and meets the criteria for all funding sources, unless it is otherwise prohibited (e.g., in the project-specific policies). For the purpose of calculating the TFCA cost-effectiveness, the TFCA's portion of the project cost is the sum of TFCA County Program Manager Funds and TFCA Regional Funds.
16. **Administrative Costs:** The County Program Manager may not expend more than five percent (5%) of its County Program Manager Funds for its administrative costs. The County Program Manager's costs to prepare and execute its Funding Agreement with the Air District are eligible administrative costs. Interest earned on County Program Manager Funds shall not be included in the calculation of the administrative costs. To be eligible for reimbursement, administrative costs must be clearly identified in the expenditure plan application and in the Funding Agreement, and must be reported to the Air District.
17. **Expend Funds within Two Years:** County Program Manager Funds must be expended within two (2) years of receipt of the first transfer of funds from the Air District to the County Program Manager in the applicable fiscal year, unless a County Program Manager has made the determination based on an application for funding that the eligible project will take longer than two years to implement. Additionally, a County Program Manager 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. Any subsequent schedule extensions for projects can only be given on a case-by-case basis, if the Air District finds that significant progress has been made on a project, and the Funding Agreement is amended to reflect the revised schedule.
18. **Unallocated Funds:** Pursuant to HSC 44241(f), any County Program Manager Funds that are not allocated to a project within six months of the Air District Board of Directors

approval of the County Program Manager's Expenditure Plan may be allocated to eligible projects by the Air District. The Air District shall make reasonable effort to award these funds to eligible projects in the Air District within the same county from which the funds originated.

19. Incremental Cost (for the purchase or lease of new vehicles): For new vehicles, TFCA funds awarded may not exceed the incremental cost of a vehicle after all rebates, credits, and other incentives are applied. Such financial incentives include manufacturer and local/state/federal rebates, tax credits, and cash equivalent incentives. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle, and its new conventional vehicle counterpart that meets the most current emissions standards at the time that the project is evaluated.

20. Reserved.

21. Reserved.

ELIGIBLE PROJECT CATEGORIES

22. Alternative Fuel Light-Duty Vehicles:

Eligibility: For TFCA purposes, light-duty vehicles are those with a gross vehicle weight rating (GVWR) of 14,000 lbs. or lighter. Eligible alternative light-duty vehicle types and equipment eligible for funding are:

- A. Purchase or lease of new hybrid-electric, electric, fuel cell, and CNG/LNG vehicles certified by the California Air Resources Board (CARB) as meeting established super ultra-low emission vehicle (SULEV), partial zero emission vehicle (PZEV), advanced technology-partial zero emission vehicle (AT-PZEV), or zero emission vehicle (ZEV) standards.
- B. Purchase or lease of new electric neighborhood vehicles (NEV) as defined in the California Vehicle Code.

Gasoline and diesel (non-hybrid) vehicles are not eligible for TFCA funds. Funds are not available for non-fuel system upgrades, such as transmission and exhaust systems, and should not be included in the incremental cost of the project.

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

23. Reserved.

24. Alternative Fuel Heavy-Duty Replacement Vehicles (high mileage):

Eligibility: These projects are intended to accelerate the deployment of qualifying alternative fuel vehicles that operate within the Air District's jurisdiction. All of the following additional conditions must be met for a project to be eligible for TFCA Funds:

- A. Vehicles purchased and/or leased have a GVWR greater than 14,000lbs; and
- B. Are 2014 model year or newer hybrid-electric, electric, CNG/LNG, and hydrogen fuel cell vehicles certified by the CARB.

TFCA funds may not be used to pay for non-fuel system upgrades such as transmission and exhaust systems.

Scrapping Requirements: Grantees with a fleet that includes model year 1998 or older heavy-duty diesel vehicles must scrap one model year 1998 or older heavy-duty diesel vehicle for each new vehicle purchased or leased under this grant. Costs related to the scrapping of heavy-duty vehicles are not eligible for reimbursement with TFCA funds.

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the vehicle and/or retrofit and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

25. **Alternative Fuel Bus Replacement:**

Eligibility: For purposes of transit and school bus replacement projects, a bus is any vehicle designed, used, or maintained for carrying more than 15 persons, including the driver. A vehicle designed, used, or maintained for carrying more than 10 persons, including the driver, which is used to transport persons for compensation or profit, or is used by any nonprofit organization or group, is also a bus. A vanpool vehicle is not considered a bus. Buses are subject to the same eligibility requirements and the same scrapping requirements listed in Policy #24.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

26. **Alternative Fuel Infrastructure:**

Eligibility: Eligible refueling infrastructure projects include new dispensing and charging facilities, or additional equipment or upgrades and improvements that expand access to existing alternative fuel fueling/charging sites (e.g., electric vehicle, CNG, hydrogen). This includes upgrading or modifying private fueling/charging sites or stations to allow public and/or shared fleet access. TFCA funds may be used to cover the cost of equipment and installation. TFCA funds may also be used to upgrade infrastructure projects previously funded with TFCA-generated funds as long as the equipment was

maintained and has exceeded the duration of its years of effectiveness after being placed into service.

TFCA-funded infrastructure projects must be available to and accessible by the public. Equipment and infrastructure must be designed, installed and maintained as required by the existing recognized codes and standards and approved by the local/state authority.

TFCA funds may not be used to pay for fuel, electricity, operation, and maintenance costs.

Projects that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

27. **Ridesharing Projects:** Eligible ridesharing projects provide carpool, vanpool or other rideshare services. Projects that provide a direct or indirect financial transit or rideshare subsidy are also eligible under this category.

28. **Shuttle/Feeder Bus Service:**

These projects are intended to reduce single-occupancy vehicle commute-hour trips by providing the short-distance connection between a mass transit hub and one or more commercial hub or employment centers. All of the following conditions must be met for a project to be eligible for TFCA funds:

- A. The project's route must provide connections only between mass transit hubs, e.g., a rail or Bus Rapid Transit (BRT) station, ferry or bus terminal or airport, and distinct commercial or employment areas.
- B. The project's schedule must coordinate with the transit schedules of the connecting mass transit services.
- C. The service must be available for use by all members of the public.
- D. The project may not duplicate existing local transit service or service that existed along the project's route within the last three years. "Duplication" of service means establishing a shuttle route where there is an existing transit service stop within 0.5 miles of the commercial hub or business center and that can be reached by pedestrians in 20 minutes or less. Projects that propose to increase service frequency to an area that has existing service may be considered for funding if the increased frequency would reduce the commuter's average transit wait time to thirty minutes or less.

Project applicants that were awarded FYE 2014 or FYE 2015 TFCA Funds that propose identical routes in FYE 2015 or in FYE 2016 may request an exemption from the requirements of Policy 28.D. Provided they meet the following requirements: 1) No further TFCA project funding as of January 2017; 2) Submission of a financial plan to achieve financial self-sufficiency from TFCA funds within two years by demonstrating how they will come into compliance with this requirement or by securing non-TFCA Funds. The plan must document: i) the funding source(s) that will be targeted and the bases for eligibility of such funding, ii) the amounts from each funding source for which the applicant is eligible and that will be pursued; 3) the schedule (timeline) from application to receipt of such funds; 4) the process for securing each funding source; and 5) the specific efforts taken by the applicant to be eligible for such funds, and the status of the applicants' application for securing funds.

- E. Shuttle/feeder bus service applicants must be either: 1) a public transit agency or transit district that directly operates the shuttle/feeder bus service; or (2) a city, county, or any other public agency.
- F. Existing projects must meet a cost-effectiveness of \$125,000 per ton of emissions reduced.
- G. Pilot Shuttle/Feeder Bus Service: Pilot shuttle/feeder bus service projects are defined as routes that are at least 70% unique and where no other service was provided within the past three years. In addition to meeting the conditions listed in Policy #28.A-F for shuttle/feeder bus service, pilot shuttle/feeder bus service, project applicants must also comply with the following:
 - i. Provide data and other evidence demonstrating the public's need for the service, including a demand assessment survey and letters of support from potential users.
 - ii. Provide written documentation of plans for financing the service in the future;
 - iii. Provide a letter from the local transit agency denying service to the project's proposed service area, which includes the basis for denial of service to the proposed areas. The applicant must demonstrate that the project applicant has attempted to coordinate service with the local service provider and has provided the results of the demand assessment survey to the local transit agency. The applicant must provide the transit service provider's evaluation of the need for the shuttle service to the proposed area.
 - iv. Pilot projects located in Highly Impacted Communities as defined in the Air District Community Air Risk Evaluation (CARE) Program and/or a Planned or Potential Priority Development Area (PDA) may receive a maximum of three years of TFCA Funds under the Pilot designation and must meet the following requirements:
 - a. During the first year of operation, projects must not exceed a cost-effectiveness of \$500,000/ton,
 - b. By the end of the second year of operation, projects must not exceed a cost-effectiveness of \$200,000/ton, and
 - c. By the end of the third year of operation, projects must not exceed a cost-effectiveness of \$125,000/ton and meet all of the requirements of Policy #28.A-F (existing shuttles).
 - v. Projects located outside of CARE areas and PDAs may receive a maximum of two years of TFCA Funds under this designation and must meet the following requirements:
 - a. By the end of the first year of operation, projects shall meet a cost-effectiveness of \$200,000/ton, and
 - b. By the end of the second year of operation, projects shall cost \$125,000 or less per ton (cost-effectiveness rating) and shall meet all of the requirements of Policy #28. A-F (existing shuttles).

29. Bicycle Projects:

New bicycle facility projects that are included in an adopted countywide bicycle plan or Congestion Management Program (CMP) are eligible to receive TFCA funds. Eligible

projects are limited to the following types of bicycle facilities for public use that result in motor vehicle emission reductions:

- A. New Class-1 bicycle paths;
- B. New Class-2 bicycle lanes;
- C. New Class-3 bicycle routes;
- D. New Class-4 cycle tracks or separated bikeways;
- E. New bicycle boulevards;
- F. Bicycle racks, including bicycle racks on transit buses, trains, shuttle vehicles, and ferry vessels;
- G. Bicycle lockers;
- H. Capital costs for attended bicycle storage facilities;
- I. Purchase of two-wheeled or three-wheeled vehicles (self-propelled or electric), plus mounted equipment required for the intended service and helmets; and
- J. Development of a region-wide web-based bicycle trip planning system.

All bicycle facility projects must, where applicable, be consistent with design standards published in the California Highway Design Manual, or conform to the provisions of the Protected Bikeway Act of 2014.

30. Bay Area Bike Share

These projects make bicycles available to individuals for shared use for completing first- and last-mile trips in conjunction with regional transit and stand-alone short distance trips. To be eligible for TFCA funds, bicycle share projects must work in unison with the existing Bay Area Bike Share Project by either increasing the fleet size within the initial participating service areas or expanding the existing service area to include additional Bay Area communities. Projects must have a completed and approved environmental plan and a suitability study demonstrating the viability of bicycle sharing. Projects must meet a cost-effectiveness of \$500,000/ton. Projects may be awarded TFCA funds to pay for up to five years of operations.

31. Arterial Management:

Arterial management grant applications must identify a specific arterial segment and define what improvement(s) will be made to affect traffic flow on the identified arterial segment. Projects that provide routine maintenance (e.g., responding to citizen complaints about malfunctioning signal equipment) are not eligible to receive TFCA funds. Incident management projects on arterials are eligible to receive TFCA funds. Transit improvement projects include, but are not limited to, bus rapid transit and transit priority projects. For signal timing projects, TFCA funds may only be used for local arterial management projects where the affected arterial has an average daily traffic volume of 20,000 motor vehicles or more, or an average peak hour traffic volume of 2,000 motor vehicles or more (counting volume in both directions). Each arterial segment must meet the cost-effectiveness requirement in Policy #2.

32. Smart Growth/Traffic Calming:

Physical improvements that support development projects and/or calm traffic, resulting in motor vehicle emission reductions, are eligible for TFCA funds, subject to the following conditions:

- A. The development project and the physical improvements must be identified in an approved area-specific plan, redevelopment plan, general plan, bicycle plan, pedestrian plan, traffic-calming plan, or other similar plan; and
- B. The project must implement one or more transportation control measures (TCMs) in the most recently adopted Air District plan for State and national ambient air quality standards. Pedestrian projects are eligible to receive TFCA funds.
- C. The project must have a completed and approved environmental plan.

Traffic calming projects are limited to physical improvements that reduce vehicular speed by design and improve safety conditions for pedestrians, bicyclists or transit riders in residential retail, and employment areas.

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Alameda CTC TFCA County Program Manager Fund: FY 2015-16 Draft Fund Estimate

Agency	Population (Estimate ¹)	% Population	Total % of Funding	TFCA Funds Available (new this FY)	Balance from Previous FY	Programmed Last Cycle	Returned Funds from Closed Projects	FY 13-14 Rollover (Debits/ Credits)	TFCA Balance (New + Rollover)
Alameda	75,988	4.83%	4.82%	\$ 63,961	\$ (300,577)	\$ -	\$ -	\$ (300,577)	\$ (236,616)
Alameda County	145,461	9.25%	9.23%	\$ 122,438	\$ 290,477	\$ 74,000	\$ -	\$ 216,477	\$ 338,915
Albany	18,472	1.17%	1.17%	\$ 15,548	\$ 1,348	\$ -	\$ -	\$ 1,348	\$ 16,896
Berkeley	117,372	7.46%	7.45%	\$ 98,795	\$ 263,708	\$ 317,000	\$ -	\$ (53,292)	\$ 45,503
Dublin	53,462	3.40%	3.39%	\$ 45,000	\$ 240,249	\$ 90,000	\$ -	\$ 150,249	\$ 195,249
Emeryville	10,491	0.67%	0.75%	\$ 10,000	\$ 49,075	\$ -	\$ -	\$ 49,075	\$ 59,075
Fremont	223,972	14.24%	14.22%	\$ 188,522	\$ 534,614	\$ 430,000	\$ 84,170	\$ 188,785	\$ 377,307
Hayward	151,037	9.60%	9.59%	\$ 127,131	\$ (469,101)	\$ 50,000	\$ -	\$ (519,101)	\$ (391,970)
Livermore	84,852	5.39%	5.39%	\$ 71,422	\$ 456,052	\$ -	\$ -	\$ 456,052	\$ 527,474
Newark	43,856	2.79%	2.78%	\$ 36,915	\$ 305,624	\$ -	\$ -	\$ 305,624	\$ 342,539
Oakland	404,355	25.70%	25.67%	\$ 340,355	\$ 746,565	\$ 1,030,116	\$ -	\$ (283,551)	\$ 56,804
Piedmont	11,023	0.70%	0.75%	\$ 10,000	\$ 66,409	\$ -	\$ -	\$ 66,409	\$ 76,409
Pleasanton	73,067	4.64%	4.64%	\$ 61,502	\$ (17,871)	\$ -	\$ -	\$ (17,871)	\$ 43,631
San Leandro	87,691	5.57%	5.57%	\$ 73,812	\$ 195,416	\$ -	\$ -	\$ 195,416	\$ 269,228
Union City	72,155	4.59%	4.58%	\$ 60,735	\$ 281,548	\$ -	\$ -	\$ 281,548	\$ 342,282
TOTAL:	1,573,254	100%	100%	\$ 1,326,135	\$ 2,643,536	\$ 1,991,116	\$ 84,170	\$ 736,590	\$ 2,062,726

FY 2015-16 TFCA New Revenue \$ 1,985,706.50

Less 5% for Program Administration \$ (99,285.33)

Subtotal New Programming Capacity \$ 1,886,421.18

Calendar Year 2014 Interest Earned \$ 8,057.98

Total New Programming Capacity \$ 1,894,479.16

	Totals	Cities/County (Shares) 70%	Transit (Discretionary) 30%
Total New Programming Capacity	\$ 1,894,479	\$ 1,326,135	\$ 568,344
Returned Funds from Closed Projects	\$ 143,873	\$ 84,170	\$ 59,702
FY 2014-15 Rollover (debit/credit) Adjustment	\$ -	\$ 652,420	\$ (652,420)
Total Returned Funds & Rollover Adjustments²	\$ 143,873	\$ 736,590	\$ (592,718)
Adjusted Total Available to Program	\$ 2,038,352	\$ 2,062,726	\$ (24,374)

Notes:

1. Dept. of Finance (www.dof.ca.gov) population estimates as of 1/01/2014 (released May 2014).
2. Includes TFCA programming actions and returned funds from closed projects as of 12/31/14.

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Memorandum

5.6

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: I-580 Corridor Projects: Cooperative Agreement Amendments with California Department of Transportation (Caltrans) for Additional Funding for Express Lane Implementation

RECOMMENDATION: Approve the following Cooperative Agreements with Caltrans for additional funding necessary to support Express Lane implementation:

1. I-580 Eastbound HOV Lane Project (PN 720.5): Amendment No. 3 to Cooperative Agreement No. 04-2440 with Caltrans for additional funding of \$800,000; and
2. I-580 Westbound HOV Lane Project (PN 724.5): Amendment No. 4 to Cooperative Agreements No. 04-2396 with Caltrans for additional funding of \$400,000.

Summary

The I-580 Express (HOT) Lanes Project proposes to convert the newly constructed eastbound High Occupancy Vehicle (HOV) Lane from Hacienda Drive to Greenville Road to a double express lane facility and the westbound HOV lane, currently under construction, from Greenville Road to San Ramon Boulevard/Foothill Road to a single express lane facility.

The civil infrastructure components necessary for the I-580 express lanes facility are currently being constructed through the Contract Change Order (CCO) process under the on-going construction contracts for the I-580 Corridor HOV projects.

As the work has progressed, risks realized during construction of the express lane civil infrastructure require that additional funding capacity be provided to Caltrans. Alameda CTC included funds expressly for this purpose in the project funding plan. Amending the cooperative agreements (Attachments A and B) with Caltrans will allow for the completion of the construction of remaining express lanes civil work.

Background

In September 2013 and April 2014, the Commission approved actions authorizing all civil components of the I-580 Express Lanes Project to be implemented through the CCO process under the on-going construction contracts along the I-580 corridor, the I-580 Westbound HOV (East and West Segments) and the I-580 Eastbound Auxiliary Lane Projects. The CCOs under these contracts are currently underway and expected to be

complete by mid-May 2015. Performing this work by CCOs is critical in order to maintain the delivery schedule of the I-580 Express Lanes Project.

Staff proposes to amend two out of three cooperative agreements (substantially as shown in Attachments A and B) for two of the above mentioned projects for a new combined total not-to-exceed amount of \$27.85 million in local funds. The funding for the CCO work is included in the funding plans for the I-580 Westbound HOV East and West Segments (PN: 724.4 and 724.5) and I-580 Eastbound Auxiliary Lane (PN: 720.5) Projects.

The table below summarizes the construction contracts and cooperative agreements under which the CCO work is being performed, the requested amendment amounts, and the total estimated cost of each CCO. It is anticipated that Alameda CTC's internal phase budgets for construction will need to be adjusted within the total amounts shown for each agreement's reimbursements to match Caltrans' actual expenditures in completing the express lane infrastructure scope for the corridor. The estimated cost distribution among the three cooperative agreements shown below is subject to change pending the final CCO cost agreement; however, the total cost will not exceed \$27.85 million.

Construction Contract	Cooperative Agreement No.	Requested Amendment Amount (Proposed Action)	Total Estimated Cost
I-580 Westbound HOV - East Segment	04-2397-A3	\$ 0	\$13,500,000
I-580 Westbound HOV - West Segment	04-2396-A4	\$400,000	\$8,650,000
I-580 Eastbound Aux Lane	04-2440-A3	\$800,000	\$5,700,000
Total Cost			\$27,850,000

Fiscal Impact: The fiscal impact for approving the cooperative agreement amendments is \$1.2 million and the action will authorize the encumbrance of additional project funding for subsequent expenditure. This budget is included in the corresponding project funding plans and has been included in the Alameda CTC Adopted FY 2014-2015 Operating and Capital Program Budget.

Attachments

- A. Draft Cooperative Agreement 04-2440-A3 (PN 720.5)
- B. Draft Cooperative Agreement 04-2396-A4 (PN 724.5)

Staff Contact

[James O'Brien](#), Project Controls Team

[Stefan Garcia](#), Project Controls Team

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Draft 3-5-15 (AH) (EH)

AMENDMENT NO. 3 TO AGREEMENT 04-2440

This Amendment No. 3 to Agreement (AMENDMENT 3), entered into, and effective on, _____, 2015, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

Alameda County Transportation Commission, a joint powers agency, referred to as ALAMEDA CTC.

RECITALS

1. CALTRANS and ALAMEDA CTC, collectively referred to as PARTNERS, entered into Agreement No. 04-2440, (AGREEMENT) on February 14, 2012. AGREEMENT outlines the terms and conditions of cooperation between PARTNERS to advertise, award and administer the contract to add eastbound auxiliary lanes from Isabel Avenue to First Street along I-580 in Livermore, and to widen at spot locations within the above-referenced limits and construct other improvements that shall not preclude construction of the eastbound express lane (HOT) facility (collectively, "PROJECT").
2. PARTNERS entered into Amendment No. 1 (AMENDMENT 1) to AGREEMENT on November 8, 2013 to add \$818,000 for Construction Capital and \$82,000 for Construction Support for a total of \$900,000 of Local funds for Construction. The increase in funding was due to a change in the scope of PROJECT to include Contract Change Orders (CCOs) to install power and communication conduits, to install pull boxes, and to construct concrete pads for controller cabinets and service enclosures.
3. PARTNERS also entered into Amendment No. 2 (AMENDMENT 2) to AGREEMENT on June 26, 2014, to revise the funding obligations on PROJECT. Local funds in the amount of \$3,500,000 for Construction Capital and \$500,000 for Construction Support, for a total of \$4,000,000, were added to the PROJECT funding under AMENDMENT 2. The need for the additional Construction funding arose because certain Change Orders, referred to as A1 CCO and A2 CCO in AMENDMENT 2, had increased the PROJECT scope.
4. PARTNERS have now agreed to (a) combine the scopes of A1 CCO and A2 CCO of AMENDMENT 2 into one Change Order, namely A3 CCO, (b) redirect all Local funds from A1 CCO and A2 CCO, as shown in AMENDMENT 2, to A3 CCO, and (c) add \$800,000 of Local funds to supplement the A3 CCO funding. In addition, for greater flexibility in fund utilization, PARTNERS wish to show only lump sum Local funds contribution in the revised funding for A3 CCO. PARTNERS now wish to enter into AMENDMENT 3 to incorporate these funding revisions into AGREEMENT.

IT IS THEREFORE MUTUALLY AGREED:

5. FUNDING SUMMARY of AGREEMENT, as amended under AMENDMENT 2, is hereby replaced in its entirety by FUNDING SUMMARY A3, attached to and made a part of AMENDMENT 3. Any reference to FUNDING SUMMARY in AGREEMENT is now deemed to be a reference to FUNDING SUMMARY A3. Funding for A3 CCO shown in FUNDING SUMMARY A3 will be tracked separately for invoicing purposes.
6. All other terms and conditions of AGREEMENT shall remain in full force and effect.
7. AMENDMENT 3 is deemed to be included in, and made a part of, AGREEMENT.

CONTACT INFORMATION

The information provided below indicates the primary contact data for each PARTNER to this agreement. PARTNERS will notify each other in writing of any personnel or location changes. Contact information changes do not require an amendment to this agreement.

The primary agreement contact person for CALTRANS is:
Issa Bouri, Project Manager
111 Grand Avenue
Oakland, California 94612
Office Phone: (510) 622-5220
Email: issa_bouri@dot.ca.gov

The primary agreement contact person for ALAMEDA CTC is:
Stewart D. Ng, Deputy Director of Programming and Projects
1111 Broadway, Suite 800
Oakland, California 94607
Office Phone: (510) 208-7400
Email: stewartng@alamedactc.org

SIGNATURES

PARTNERS declare that:

1. Each PARTNER is an authorized legal entity under California state law.
2. Each PARTNER has the authority to enter into AMENDMENT 3.
3. The people signing AMENDMENT 3 have the authority to do so on behalf of their public agencies.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

ALAMEDA COUNTY TRANSPORTATION
COMMISSION

By: _____
Helena (Lenka) Culik-Caro
Deputy District Director, Design

By: _____
Arthur L. Dao
Executive Director

CERTIFIED AS TO FUNDS:

RECOMMENDED FOR APPROVAL

By: _____
Jeffrey Armstrong
District Budget Manager, Acting

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

REVIEWED AS TO BUDGET/FINANCIAL
CONTROLS

By: _____
Patricia Reavey
Director of Finance

APPROVED AS TO FORM AND LEGALITY

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

FUNDING SUMMARY A3

Funding Source	Funding Partner	Fund Type	CON Capital	CON Support	CON Capital & Support for A3 CCO	Subtotal Funds Type
STATE	CALTRANS	Bond - Corridor Mobility Improvement	\$17,865,000	\$2,535,000		\$20,400,000
STATE	CALTRANS	SHOPP	\$4,694,000	\$0		\$4,694,000
LOCAL	ALAMEDA CTC	Local	\$8,285,000	\$1,015,000		\$9,300,000
LOCAL A3 CCO	ALAMEDA CTC	Local	-	-	\$5,700,000	\$5,700,000
		Subtotals by Component	\$30,844,000	\$3,550,000	\$5,700,000	\$40,094,000

Draft 3-9-15 (AH)

AMENDMENT NO. 4 TO AGREEMENT 04-2396

This Amendment No. 4 to Agreement (AMENDMENT 4), entered into, and effective on, _____, 2015, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

Alameda County Transportation Commission, a joint powers agency, referred to as ALAMEDA CTC.

RECITALS

1. CALTRANS and ALAMEDA CTC, collectively referred to as PARTNERS, entered into Cooperative Agreement No. 04-2396 (AGREEMENT) on December 7, 2011 defining the terms and conditions of cooperation between PARTNERS to advertise, award and administer a construction contract for a westbound HOV lane from west of Isabel Avenue Overcrossing to San Ramon/Foothill Road Overcrossing and other ancillary improvements (aka West Segment), referred to as PROJECT.
2. PARTNERS entered into Amendment No. 1 (AMENDMENT 1) to AGREEMENT on November 19, 2012, to allow ALAMEDA CTC to be reimbursed for project management and design support during Construction as a PROJECT cost. A SPENDING SUMMARY for Construction Support was added to AGREEMENT.
3. PARTNERS entered into Amendment No. 2 (AMENDMENT 2) to AGREEMENT on November 8, 2013, to add \$680,000 for Construction Capital and \$70,000 for Construction Support for a total of \$750,000 of Local funds for Construction due to a change in the scope of PROJECT. Contract Change Orders (CCOs) were issued to install power and communication conduits, to install pull boxes and construct concrete pads for controller cabinets and service enclosures, and to provide extra widening at the North Livermore Structure.
4. PARTNERS also entered into Amendment No. 3 (AMENDMENT 3) to AGREEMENT to revise the funding obligations on PROJECT. Local funds in the amount of \$6,500,000 for Construction Capital and \$1,000,000 for Construction Support, for a total of \$7,500,000, were added to the PROJECT funding under AMENDMENT 3. The need for the additional Construction funding arose because certain Change Orders, referred to as A2 CCO and A3 CCO in AMENDMENT 3, had increased the PROJECT scope. Additionally, under AMENDMENT 3, new billing and payment articles were added to cover ALAMEDA CTC's reimbursement of Local funds for Change Orders A2 CCO and A3 CCO.

5. PARTNERS have now agreed to (a) combine the scopes of A2 CCO and A3 CCO of AMENDMENT 3 into one Change Order, namely A4 CCO, (b) redirect all Local funds from A2 CCO and A3 CCO, as shown in AMENDMENT 3, to A4 CCO, (c) add \$400,000 of Local funds to supplement the A4 CCO funding, and (d) extend the Obligation Completion date of the Agreement from December 31, 2014, which is past, until December 31, 2016. In addition, PARTNERS agree that, for greater flexibility in fund utilization, the Local funds contribution for A4 CCO will only be shown as a lump sum in AMENDMENT 4. PARTNERS now wish to enter into Amendment 4 to AGREEMENT (AMENDMENT 4) to incorporate these revisions to the PROJECT funding and OBLIGATION COMPLETION date.

IT IS THEREFORE MUTUALLY AGREED:

6. FUNDING SUMMARY of AGREEMENT, as amended under AMENDMENT 3, is hereby replaced in its entirety by FUNDING SUMMARY A4, attached to and made a part of AMENDMENT 4, and any reference to FUNDING SUMMARY in AGREEMENT is now deemed to be a reference to FUNDING SUMMARY A4. Funding for A4 CCO shown in FUNDING SUMMARY A4 will be tracked separately for invoicing purposes.
7. Recital 6 of AGREEMENT is hereby revised in its entirety to read as follows:
 6. *The estimated date for OBLIGATION COMPLETION is December 31, 2016.*
8. All other terms and conditions of AGREEMENT shall remain in full force and effect.
9. AMENDMENT 4 is deemed to be included in, and made a part of, AGREEMENT.

CONTACT INFORMATION

The information provided below indicates the primary contact data for each PARTNER to this agreement. PARTNERS will notify each other in writing of any personnel or location changes. Contact information changes do not require an amendment to this agreement.

The primary agreement contact person for CALTRANS is:

Issa Bouri, Project Manager

111 Grand Avenue

Oakland, California 94612

Office Phone: (510) 622-5220

Email: issa_bouri@dot.ca.gov

The primary agreement contact person for ALAMEDA CTC is:

Stewart D. Ng, Deputy Director of Programming and Projects

1111 Broadway, Suite 800

Oakland, California 94607

Office Phone: (510) 208-7400

Email: stewartng@alamedactc.org

SIGNATURES

PARTNERS declare that:

1. Each PARTNER is an authorized legal entity under California state law.
2. Each PARTNER has the authority to enter into AMENDMENT 4.
3. The people signing AMENDMENT 4 have the authority to do so on behalf of their public agencies.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

ALAMEDA COUNTY TRANSPORTATION
COMMISSION

By: _____
Helena (Lenka) Culik-Caro
Deputy District Director, Design

By: _____
Arthur L. Dao
Executive Director

CERTIFIED AS TO FUNDS:

RECOMMENDED FOR APPROVAL

By: _____
Jeffrey Armstrong
District Budget Manager, Acting

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

REVIEWED AS TO BUDGET/FINANCIAL
CONTROLS

By: _____
Patricia Reavey
Director of Finance

APPROVED AS TO FORM AND LEGALITY

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

FUNDING SUMMARY A4

Funding Source	Funding Partner	Fund Type	CON Capital	CON Support	CON Capital & Support for A4 CCO	Subtotal Funds Type
STATE	CALTRANS	Bond - Corridor Mobility Improvement	\$45,614,000	\$6,750,000	-	\$52,364,000
STATE	CALTRANS	SHOPP	\$13,000,000	\$0	-	\$13,000,000
STATE	CALTRANS	Traffic Congestion Relief Program	\$2,486,000	\$0	-	\$2,486,000
LOCAL A4 CCO	ALAMEDA CTC	Local	-	-	\$8,650,000	\$8,650,000
		Subtotals by Component	\$61,100,000	\$6,750,000	\$8,650,000	\$76,500,000

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Memorandum

5.7

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE:	April 6, 2015
SUBJECT:	I-680 Northbound Express Lane Project(PN721.0): 2000 Measure B Funding Allocation, Cooperative Agreement, Contract Amendment and two (2) Request for Proposal (RFP) Actions
RECOMMENDATIONS	<p>Approve the following actions to support delivery of the I-680 Northbound Express Lane Project:</p> <ol style="list-style-type: none">1. Allocate \$4,500,000 of 2000 Measure B funds to the project;2. Authorize the Executive Director to execute Amendment No. 3 to Professional Services Agreement No. A11-0034 with WMH Corporation for an additional \$450,000 for a total not-to-exceed amount of \$7,061,366 for Project Approval / Environmental Document (PA/ED) phase of the project3. Authorize the release of a RFP and authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for the design (PS&E) phase of the project;4. Authorize the release of a RFP and authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for the System Integration and System Installation Services for the project; and5. Authorize the Executive Director to enter into a Cooperative Agreement with the California Department of Transportation (Caltrans) for the design (PS&E) phase of the project.

Summary

The Alameda CTC is the implementing agency for the project development phases of the I-680 Northbound Express Lane project (PN 721.0). This project proposes to widen I-680 to construct a Northbound HOV/Express Lane from SR 237 to SR 84 in Santa Clara and Alameda Counties. The 14-mile project is scheduled to be cleared environmentally in summer 2015 and construction is expected to begin in mid-2017. In order to provide accelerated congestion relief in this corridor, staff has developed a conceptual plan to deliver an initial construction phase (Phase 1 Modified Project), which would eliminate the current bottlenecks that contribute significantly to the daily congestion that occurs on this stretch of freeway. The Phase 1 Modified Project will add 8.2 miles of new high occupancy vehicle (HOV)/Express Lane and could begin construction by late 2016, approximately six months in advance of the current schedule for the 14-mile project.

To expedite the delivery of the Phase 1 Modified Project, staff requests the Commission's approval of the following actions:

1. Allocate \$4,500,000 of 2000 Measure B funds to the project;
2. Authorize the Executive Director to execute Amendment No. 3 to Professional Services Agreement No. A11-0034 with WMH Corporation for an additional \$450,000 for a total not-to-exceed amount of \$7,061,366 for Project Approval / Environmental Document (PA/ED) Phase of the project;
3. Authorize the release of a RFP and authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for the design (PS&E) phase of the project;
4. Authorize the release of a RFP and authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for the System Integration and System Installation Services for the project; and
5. Authorize the Executive Director to enter into a Cooperative Agreement with the California Department of Transportation (Caltrans) for the design (PS&E) phase of the project.

Background

I-680 from SR 237 to SR 84 is the one of the most congested freeways in the San Francisco Bay Area. With the recent economic boom which has revitalized the commute and goods movement in this corridor, the level of traffic congestion and delays within the corridor has increased. Traffic forecasts for the project indicate that traffic congestion is expected to worsen in coming years.

The I-680 Southbound HOV/Express Lane was opened to the public in 2010, and since its opening has reduced the traffic congestion and provided travel reliability for motorists traveling the corridor during the morning commute hours. Currently, heavy afternoon traffic congestion exists on I-680 Northbound from Scotts Creek Boulevard to Andrade Road. Traffic studies have confirmed that the congestion is caused by two bottlenecks: the first near Washington Boulevard and the second at the lane drop at the truck scales (located between Sheridan Road and Andrade Road). The I-680 Northbound HOV/Express Lane Project will widen I-680 from SR 237 in Santa Clara County to SR 84 in Alameda County and construct a 14-mile long northbound HOV/Express Lane in the corridor. This project is currently in the final stage of the PA/ED Phase which is expected to complete in summer 2015.

Phase 1 Modified Project

Given the magnitude of delays that motorists currently experience, a conceptual plan has been developed to deliver an initial construction phase (Phase 1 Modified Project), which will provide operational benefits with minimal construction funds to expedite the much needed congestion relief. The Phase 1 Modified Project would:

- Add a new HOV/Express Lane between Auto Mall Parkway and SR 84 to eliminate the two bottlenecks near Washington Boulevard and at the lane drop at the truck scales (located between Sheridan Road and Andrade Road)
- Incorporate a Caltrans pavement rehabilitation project (from Auto Mall Parkway to SR 84) into the project

The accelerated schedule for the I-680 Northbound HOV/Express Lane - Phase 1 Modified Project is as follows:

- Final PA/ED Approval: July 2015
- Final PS&E Approval / Ready to List: September 2016
- Construction: Late 2016 - Late 2018

Staff has been working with Caltrans to explore ways to meet the accelerated schedule by expediting project delivery and identify funding opportunities to advance the Phase 1 Modified Project. Implementation of the Phase 1 Modified Project is anticipated to save approximately \$80,000,000 in capital costs, which would be achieved as follows:

- Lane and shoulder width reductions, at levels acceptable to Caltrans, significantly reducing the amount of highway and structure widening; approximately \$65,000,000 in capital cost savings; and
- Minimize right of way acquisition, utility relocation work, and environmental impacts to further reduce capital costs up to \$15,000,000, and accelerate the design and construction phase schedules by approximately six months.

The total Preliminary Engineering/PS&E cost for Phase 1 Modified Project, including work by Caltrans, is currently estimated at \$17,800,000. Available funding for the Preliminary Engineering/PS&E work associated with the Phase 1 Modified Project is provided in Table A.

<u>TABLE A: " Phase 1 Modified" Funding Summary for Preliminary Engineering/PS&E</u>			
SOURCE	FUNDING PARTNER	FUND TYPE	TOTAL
State	Caltrans	TCRP	\$3,500,000
State	Caltrans*	SHOPP*	\$2,800,000
Local	Alameda CTC	2000 Measure B (Previously allocated)	\$2,000,000
Local	Alameda CTC	2014 Measure BB (Previously allocated)	\$5,000,000
Local	Alameda CTC	2000 Measure B (This item)	\$4,500,000
Total			\$17,800,000

* Includes federal funds

In order to meet the accelerated project schedule and achieve the maximum benefits and savings for the project, it is recommended that WMH Corporation, currently under contract with Alameda CTC, provide additional professional preliminary engineering services to refine the Phase 1 Modified project. WMH will refine the alternative to identify key design elements that will require working closely with Caltrans to obtain design exceptions and other necessary approvals. Performing this work while a design consultant is being brought on board will afford longer lead times for review and approval by Caltrans than if it waited until the design consultant is under contract.

Table B provides a summary of Agreement No. A11-0034 with WMH Corporation.

<u>TABLE B: Agreement No. A11-0034 Contract Summary</u>			
Contract Status	Work Description	Value	Total Contract Not-to-Exceed Value
Original Professional Services Agreement with WMH Corp. (A11-0034), executed August 2011	Project Approval and Environmental Clearance (PA&ED)- Provide Preliminary Engineering and environmental studies to complete a combined PSR/PR and ND/FONSI	\$3,661,366	\$3,661,366
Amendment No. 1 July 2013	Provide additional preliminary engineering and environmental services to complete PSR/PR & and EIR/EA	\$2,500,000	\$6,161,366
Amendment No. 2 December 2014	Provide additional preliminary engineering & traffic studies; develop Phase 1 modified: Update technical studies, PR and ED and extend contract termination date until June 30, 2016.	\$450,000	\$6,611,366
<i>Proposed</i> Amendment No. 3 April 2015 (This Item)	Provide additional preliminary engineering and study to refine Phase 1 Modified alternative	\$450,000	\$7,061,366
Total Amended Contract Not-to-Exceed Amount			\$7,061,366

The release of a Request for Proposal (RFP) will initiate the procurement of a design consultant for the next phase of project delivery.

The release of the RFP for the System Integrator and System Installation will allow the successful proposer to begin work for the tolling system during the project design phase. The system design needs to be integrated into the final roadway design for successful implementation of toll operations on northbound I-680. The selected consultant will design the system, develop software and hardware, conduct factory acceptance tests, install toll equipment, integrate the toll systems with the roadway infrastructure, conduct site acceptance tests, including testing interfacing requirements with the toll collection and customer services provider and Caltrans, and open the facility to the travelling public.

Alameda CTC, in partnership with Caltrans, is the implementing agency for preliminary engineering, environmental studies, design, right-of-way acquisition, and utility relocation. The Cooperative Agreement is a required action to move the project into the PS&E phase by establishing roles, responsibilities, and funding obligations between Alameda CTC and Caltrans.

There are no Levine Act conflicts with the recommended actions.

Fiscal Impact: The fiscal impact of the recommended actions will authorize the encumbrance of \$4,500,000 of 2000 Measure B funding for subsequent expenditure. This budget is included in the appropriate project funding plans and has been included in the Alameda CTC Adopted FY 2014-15 Operating and Capital Program Budget.

Staff Contact

[James O'Brien](#), Project Controls Team

[Susan Chang](#), Project Controls Team

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Memorandum

5.8

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: Webster Street SMART Corridor Project (PN 740.0): Construction Contract Acceptance (Alameda CTC Resolution 15-00XX)

RECOMMENDATION: Adopt Alameda CTC Resolution 15-00XX which authorizes acceptance of the completed construction contract with Amland Corporation for the Webster Street SMART Corridor Project.

Summary

Alameda CTC is the sponsor of the Webster Street SMART Corridor Project in Alameda which expands the existing East Bay SMART Corridor System along Webster Street in the city of Alameda.

It is recommended that the Commission accept the completed construction contract with Amland Corporation for the Webster Street SMART Corridor Project (PN 740.0) through the adoption of Alameda CTC Resolution 15-016.

Background

The Alameda CTC in partnership with the City of Alameda, Metropolitan Transportation Commission (MTC), Caltrans and AC Transit are implementing the Webster Street SMART Corridor Project. This project is an expansion of the existing East Bay SMART Corridors System. The project installed Closed Circuit Television Cameras (CCTV) for monitoring, Video Image Detection (VID) Systems for actuating pre-timed traffic signals, and Microwave Vehicle Detection System (MVDS) devices along Webster Street in the city of Alameda. The field elements connect to a communications network that will transmit the data to the City of Alameda Traffic Management Center (TMC). The City of Alameda will be responsible for the Operations and Maintenance of this corridor.

The Webster Street SMART Corridor Project opened bids on August 28, 2012. On September 27, 2012, the CMA Board awarded contract A11-0062 in the amount of \$634,000 to Amland Corporation. At that time the CMA Board also allocated \$63,000 for contingency and supplemental work. A summary of contract cost at completion is provided below:

Contract Summary

Awarded Contract Amount:	\$ 634,000.00
Total CCO Amount:	<u>\$ 18,226.00</u>
Total:	\$ 652,226.00

On March 9, 2015, Amland Corporation completed all contract work in accordance with the plans and specifications. The Construction Manager has recommended the acceptance of the completed contract as the Contractor has satisfied the contract requirements and completed the punch list items established in coordination with City of Alameda.

A total of \$1.8 Million of Federal Earmark, Federal CMAQ, VRF, FGCA, EECBG and City funds were programmed for the Webster Street SMART Corridor Project. There will be approximately \$73,000 in project savings after project closeout.

Fiscal Impact: The project contract was completed within the allocated budget for construction including contingencies. There are no financial impacts to the approved Alameda CTC budget due to these actions.

Attachment

- A. Alameda CTC Resolution 15-016

Staff Contact

[James O'Brien](#), Project Controls Team

[Connie Fremier](#), Project Controls Team



ALAMEDA COUNTY TRANSPORTATION COMMISSION
RESOLUTION 15-016

Commission Chair
Supervisor Scott Haggerty, District 1

Commission Vice Chair
Councilmember Rebecca Kaplan,
City of Oakland

AC Transit
Director Elsa Ortiz

Alameda County
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

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City of Pleasanton
Mayor Jerry Thorne

City of San Leandro
Mayor Pauline Cutter

City of Union City
Mayor Carol Dufra-Vernaci

Executive Director
Arthur L. Dao

**Resolution Authorizing Acceptance of the Completed Construction
Contract with Amland Corporation for the Webster Street SMART Corridor
Project.**

WHEREAS, on November 26, 2012, the Alameda County Transportation Commission (Alameda CTC) entered into Agreement No. A11-0062 with Amland Corporation ("Contractor") for the Webster Street SMART Corridor Project (PN 740.0) ("Project"); and

WHEREAS, the Contractor has completed all final "punch list" items, and Alameda CTC, and the City of Alameda have completed final inspections which have indicated that the Project has been constructed in conformity with the Agreement for Construction with the exception of presently unknown defects not disclosed in the final inspection; and

WHEREAS, the Contractor has requested a Notice of Completion be filed and final payment be made; and

WHEREAS, the Project was acknowledged as completed on March 9, 2015;

NOW, THEREFORE, BE IT RESOLVED as follows:

The Alameda CTC hereby accepts the Project specified in Agreement No. A11-0062.

The Project was completed on March 9, 2015.

The final contract price is the sum of \$652,226.

The Clerk of the Alameda CTC is hereby directed to file a Notice of Completion specifying April 23, 2015, as the completion date for this Project, copies of said Notice to be recorded in the Official Records of Alameda County, in the manner provided by law.

DULY PASSED AND ADOPTED by the Alameda CTC at the regular meeting of the Board held on Thursday, April 23, 2015 in Oakland, California, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Scott Haggerty
Chair, Alameda CTC

Pamessa Lee
Clerk of the Commission

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Memorandum

5.9

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: April 6, 2015

SUBJECT: Administrative Amendments to Various Project Agreements

RECOMMENDATION: Authorize the Executive Director to execute administrative amendments to various project agreements in support of the Alameda CTC's Capital Projects and Program delivery commitments.

Summary

Alameda CTC enters into agreements/contracts with consultants and local, regional, state, and federal entities, as required, to provide the services, or to reimburse project expenditures incurred by project sponsors, necessary to meet the Capital Projects and Program delivery commitments. Agreements are entered into based upon estimated known project needs for scope, cost, and schedule.

The administrative amendment requests shown in Table A have been reviewed and it has been determined that the requests will not compromise the project deliverables.

Staff recommends the approval of the administrative amendments requests listed in Table A.

Background

Amendments are considered "administrative" if they do not result in an increase to the existing allocation authority approved for use by a specific entity for a specific project. Examples of administrative amendments include time extensions and project task/phase budget realignments which do not require additional commitment beyond the total amount currently encumbered in the agreement, or beyond the cumulative total amount encumbered in multiple agreements (for cases involving multiple agreements for a given project or program).

Agreements are entered into based upon estimated known project needs for scope, cost, and schedule. Throughout the life of a project, situations may arise that warrant the need for a time extension or a realignment of project phase/task budgets.

The most common justifications for a time extension include (1) project delays and (2) extended project closeout activities.

The most common justifications for project task/phase budget realignments include 1) movement of funds to comply with timely use of funds provisions; 2) addition of newly obtained project funding; and 3) shifting unused phase balances to other phases for the same project.

Requests are evaluated to ensure that the associated project deliverable(s) are not compromised. The administrative amendment requests identified in Table A have been evaluated and are recommended for approval.

There is no Levine Act conflict.

Fiscal Impact: There is no significant fiscal impact to the Alameda CTC budget due to this item.

Attachments

A. Table A: Administrative Amendment Summary

Staff Contact

[James O'Brien](#), Project Controls Team

[Trinity Nguyen](#), Sr. Transportation Engineer

Index No.	Firm/Agency	Project/Services	Agreement No.	Request	Reason Code	Fiscal Impact
1	Alameda County	Castro Valley Circulation Study	A07-0002	Phase budget realignment: Move \$71,845.39 from scoping to environmental and design phases	5	None
2	BART	I-580 Corridor/BART to Livermore Studies	A08-0048 A08-0005	Phase budget realignment: Move \$140,531.60 between agreements from scoping to environmental phase	5	None

- (1) Project delays.
- (2) Extended project closeout activities.
- (3) Movement of funds to comply with timely use of funds provisions.
- (4) Addition of newly obtained project funding.
- (5) Unused phase balances to other project phase(s).

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