



# Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• [www.AlamedaCTC.org](http://www.AlamedaCTC.org)

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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, September 14, 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.

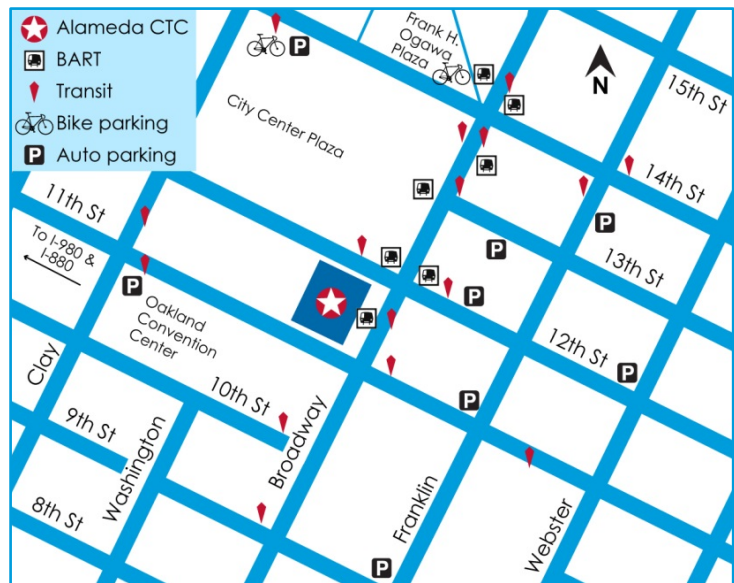
### Glossary of Acronyms

A glossary that includes frequently used acronyms is available on the Alameda CTC website at [www.AlamedaCTC.org/app\\_pages/view/8081](http://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](http://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](http://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](http://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](http://www.AlamedaCTC.org/events/month/now).

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# Programs and Projects Committee Meeting Agenda Monday, September 14, 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. [PPC Meeting Minutes: Approval of the July 13, 2015 Meeting Minutes](#)

1 A

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

7 I

## 5. Programs and Projects

5.1. [Transportation Fund for Clean Air Program \(TFCA\): Approval of TFCA Extension Requests for projects 11ALA01, 11ALA02 and 11ALA07 and Amendment to Master Program Funding Agreement with the Air District](#)

11 A

5.2. [One Bay Area Grant \(OBAG\) Cycle 2 Update](#)

21 I

5.3. [Measure BB Community Development Investments Program \(MBB 045/PN 1460.000\): Program Development Overview](#)

33 I

5.4. [East Bay Greenway – Lake Merritt to South Hayward \(PN 1457.001\): Approval of Professional Services Agreement A15-0030 with HNTB Corporation to provide services for the Project Approval and Environmental Document Phase of the Project](#)

47 A

5.5. [I-580 Westbound HOV – East Segment \(724.4/1372.004\): Approval of Amendment No. 4 to Cooperative Agreement with Caltrans \(04-2397\)](#)

51 A

5.6. [Approval of Administrative Amendments to Various Project Agreements \(2003-02, A07-0058, A08-0045, A11-0039, A14-0026\)](#)

61 A

## 6. Staff Reports (Verbal)

## 7. Adjournment

**Next Meeting:** October 12, 2015

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

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# Programs and Projects Committee Meeting Minutes Monday, July 13, 2015, 12 p.m.

4.1

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

## 1. Pledge of Allegiance

## 2. Roll Call

The Clerk conducted a roll call. All members were present with the exception of Commissioner Miley.

Commissioner Peixoto was present as an alternate for Commissioner Halliday  
Commissioner Duncan was present as an alternate for Commissioner Dutra-Vernaci.

### Subsequent to the roll call:

Commissioner Miley arrived during item 5.1.

Commissioner Capitelli was excused prior to the vote on item 5.6.

## 3. Public Comment

There were no public comments.

## 4. Consent Calendar

### 4.1. PPC Meeting Minutes: Approval of the June 8, 2015 Meeting Minutes

### 4.2. California Transportation Commissioner June 2015 Meeting Summary

*Commissioner Kaplan moved to approve the Consent Calendar. Commissioner Freitas seconded the motion. The motion passed unanimously (Miley absent).*

## 5. Programs and Projects

### 5.1. Alameda CTC Contracting Process

Trinity Nguyen presented the Alameda CTC Contracting process. She reviewed the policies and guidelines that govern the procurement of goods and services, including administrative, engineering, professional, construction, and other services at Alameda CTC. Trinity provided information on procuring contracts using federal and Measure B and Measure BB funds and also reviewed the procurement flow chart and the contract amendment process.

Commissioner Cutter asked who does the independent cost estimate. Art Dao stated that for construction contracts, the designer of the project will do an engineer cost estimate.

Commissioner Miley wanted more information on the policies involving small local businesses. Art reviewed the procurement policies for small local business for both construction and professional services contracts.

Commissioner Peixoto asked how the selection panels are created. Art stated that the selection of panelist is on an individual basis and is usually determined by the

location of the project as well as the stakeholders that directly relate to the project.

Commissioner Capitelli wanted to know how contractors are screened for construction contracts. Art stated that there is no prescribed method to screen contractors however there are bonding and insurance screening requirements that need to be met before a contract is awarded.

Commissioner Capitelli asked if all construction contracts are prevailing wage. Art stated that prevailing wages have to be followed and is monitored by the owner of the contract.

*This item was for information only.*

**5.2. I-680 Northbound Express Lane Project(PN 721.0): Approval of Professional Services Agreement A15-0035 with WMH Corporation to provide services for the Final Design / Plans, Specifications and Estimates Phase; and Right-of-Way Activities to Support Project Delivery**

Susan Chang recommended that the Commission approve and authorize the Executive Director to execute Professional Services Agreement A15-0035 with WMH Corporation for a not-to-exceed amount of \$10,500,000 to provide Final Design / Plans, Specifications and Estimates services; and approve \$3,000,000 for the right-of-way phase budget and authorize the Executive Director to perform contractual actions related to the right-of-way phase for the project. These actions will authorize the encumbrance of \$10,500,000 and \$3,000,000 in Traffic Congestion Relief Program (TCRP), Measure B and Measure BB funding which has been previously allocated. This amount is included in the appropriate project funding plans and sufficient budget has been included in the Alameda CTC Adopted FY 2015-2016 Operating and Capital Program Budget.

*Commissioner Haggerty moved to approve this item. Commissioner Kaplan seconded the motion. The motion passed unanimously.*

**5.3. I-80 Gilman Interchange Improvement Project (PN 765.0): Approval of Professional Services Agreement A15-0034 with Parsons Transportation Group to provide services for the Project Approval and Environmental Document (PA/ED) Phase**

Raj Murthy recommended that the Commission approve and authorize the Executive Director to execute Professional Services Agreement A15-0034 with Parsons Transportation Group for \$2,600,000 to provide services for the Project Approval and Environmental Document Phase. The action will authorize the encumbrance of previously allocated project funds for subsequent expenditure. This amount is included in the appropriate project funding plans and sufficient budget has been included in the Alameda CTC Adopted FY 2015-2016 Operating and Capital Program Budget.

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

**5.4. I-580 Westbound HOV Lane Project (PN 724.4 & 724.5): Approval of Amendment No. 7 to Professional Services Agreement A07-011.BKFPh2 with BKF Engineers to provide services for Design Services During Construction**

Stefan Garcia recommended that the Commission approve and authorize the Executive Director to execute Amendment No. 7 to the Professional Services Agreement No. A07-011.BKF.Ph2 with BKF Engineers for an additional amount of \$350,000 for a total not-to-exceed amount of \$15,350,780 for Design Services During Construction. The fiscal impact of approving this item is \$350,000. The action will authorize the encumbrance of additional project funding for subsequent expenditure. This budget is included in the appropriate project funding plans and has been included in the Alameda CTC Adopted FY 2014-2015 Operating and Capital Program Budget.

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

**5.5. East Bay Greenway Project, Segment 7A (PN 635.1): Approval of Amendment No. 3 to Professional Services Agreement No. A10-0026 with HQE and Associates to provide services for Closeout and Maintenance Phases of Segment 7A**

Connie Fremier recommended that the Commission approve and authorized the Executive Director to execute Amendment No. 4 to the Professional Services Agreement No. A10-0026 with HQE and Associates for an amount of \$25,000 and additional time, to provide services for Closeout and Maintenance Phases of Segment 7A. She stated that In accordance with the Memorandum of Understanding (MOU) for the project, Alameda CTC is committed to maintaining the path for 20 years and \$350,000 in Measure B funds have been previously allocated for the maintenance. The approval of Amendment No. 4 with HQE is for additional time in order to prepare the necessary as-built drawings of completed construction work and bid documents necessary to procure a path maintenance contractor.

Commissioner Miley asked if we are locked into the 20-year maintenance contract. Art stated that the agreement is with the City of Oakland and has not been re-negotiated since it was executed.

Commissioner Miley wanted details on the type of work that is included in maintaining the segment. Art reviewed the scope of work for the maintenance contract and reminded the committee that the agency does not accept liability for development of the project.

Commissioner Miley asked if the agency was responsible for security of the segment. Art stated that it would be the jurisdictions enforcement agency that

would be responsible for enforcement in the segment.

Commissioner Haggerty asked how long the contract was. Connie stated that the contract is for twenty years.

Commissioner Miley asked if the contractor had to be a public entity. Art stated that non-profits and/or non-private entities can bid for the contract.

Commissioner Cutter wanted to know how the other segments of the Greenway will be maintained. Art stated that the initial expectation is that each jurisdiction will manage the segment of the lane that crosses into their jurisdiction.

*Commissioner Cutter moved to approve the item with the direction that staff go back and work with the City of Oakland on negotiating who maintains the segment. Commissioner Kaplan seconded the motion. Commissioner Haggerty opposed the motion. Commissioner Miley abstained from the vote on this item. The motion passed with one abstention and one opposition.*

#### **5.6. Approval of Administrative Amendments to Various Project Agreements (A11-0033, A13-0061 and A07-007 Ph3)**

Trinity Nguyen recommended that the Commission approve and 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. She stated that the amendments were for CDM Smith (A11-0033), East Bay Regional Park District (A13-0061) and Kimley-Horn Associates (A07-007 Ph3).

*Commissioner Freitas moved to approve this item. Commissioner Kaplan seconded the motion. The motion passed unanimously (Capitelli absent).*

### **6. Committee Members**

There were no committee member reports.

### **7. Staff Reports**

There were two public comments heard during this time:

Jennifer  
Michael Kaufman

Art Dao informed the committee that the last segment of the Route 84 will start construction in late August.

### **8. Adjournment/ Next Meeting**

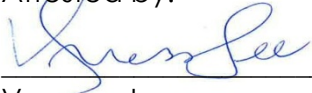
The next meeting is:

Date/Time: Monday, September 14, 2015 @12:00 p.m.



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

Attested by:



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Vanessa Lee,  
Clerk of the Commission

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# Memorandum

4.2

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

**DATE:** September 8, 2015

**SUBJECT:** California Transportation Commission August 2015 Meeting Summary

**RECOMMENDATION:** Receive an update on the August 2015 California Transportation Commission Meeting.

## Summary

The August 2015 California Transportation Commission (CTC) meeting was held in San Diego. Detailed below is a summary of the four (4) 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 four agenda items of significance pertaining to Projects / Programs within Alameda County that were considered at the August 2015 CTC meeting (Attachment A).

### 1. 2016 State Transportation Improvement Program (STIP) – Fund Estimate and Guidelines

CTC approved the 2016 STIP Fund Estimate and Program Guidelines. The Fund Estimate shows \$46 million in available new capacity statewide over the 2016 STIP period (FY 16-17 through FY 20-21). This greatly reduced amount compares to \$1.26 billion in available new capacity for the 2014 STIP. Since the new amount of funding is very small, CTC will not be accepting any new projects for programming. Further, due to the reduction of capacity in the first three years of the STIP, currently programmed projects may also be delayed to the last two years of the STIP. The CTC also approved the 2016 STIP Guidelines.

**2. Proposition 1B Traffic Light Synchronization Program (TLSP)/ Alameda County Redwood Road Corridor project**

The CTC approved de-allocation of \$3,000 in Proposition 1B TLSP funds from Alameda County's Redwood Corridor Project, thereby reducing the original TLSP funding amount from \$124,000 to \$121,000.

*Outcome: The de-allocation reflects contract close-out savings.*

**3. State Highway Operation and Protection Program (SHOPP)/ I-880 High Street Project**

CTC approved allocation of additional \$1,000,000 SHOPP funds for the Construction phase of the I-880 High Street project.

*Outcome: Additional funds will be used to close-out the construction contract.*

**4. State Highway Operation and Protection Program (SHOPP)/ Multiple Projects**

CTC approved the allocation of \$35,163,000 SHOPP funds for various safety improvements, rehabilitation and maintenance projects within Alameda County.

1. I-580, Livermore, 2.0 miles east of North Flynn Road at Stonecut Underpass - \$5,820,000
2. I-580, Livermore, 1.1 mile to 0.4 mile east of North Flynn Road - \$11,015,000
3. I-580, Oakland, from Fruitvale Avenue to Hollis Street - \$2,808,000
4. I-80/580/880 Separation Distribution In Oakland - \$15,520,000

*Outcome: Allocation will fund the Construction phase activities of the projects.*

**Fiscal Impact:** There is no fiscal impact.

**Attachments**

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

**Staff Contact**

[James O'Brien](#), Interim Deputy Director of Programming and Allocations

[Vivek Bhat](#), Senior Transportation Engineer

**August 2015 CTC Summary for Alameda County Projects/ Programs**

<b>Sponsor</b>	<b>Program / Project</b>	<b>Item Description</b>	<b>CTC Action / Discussion</b>
Caltrans	2016 State Transportation Improvement Program (STIP) Fund Estimate and Guidelines	Approve 2016 STIP Fund Estimate and Guidelines.	Approved
Alameda County	Proposition 1B Traffic Light Synchronization Program (TLSP)/ Alameda County Redwood Road Corridor project	Approve de-allocation of \$3,000 in Proposition 1B TLSP funds from Alameda County's Redwood Corridor Project	Approved
Caltrans	State Highway Operation and Protection Program (SHOPP)/ I-880 High Street Project	Approve allocation of additional \$1,000,000 SHOPP funds for the Construction phase of the I-880 High Street project	Approved
Caltrans	SHOPP / Multiple Projects	Approve allocation of \$35,163,000 SHOPP funds for various safety improvements, rehabilitation and maintenance projects within Alameda County	Approved

[http://www.catc.ca.gov/meetings/agenda/2015Agenda/2015-08/000\\_ETa.pdf](http://www.catc.ca.gov/meetings/agenda/2015Agenda/2015-08/000_ETa.pdf)

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# Memorandum

5.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

**DATE:** September 7, 2015

**SUBJECT:** Transportation Fund for Clean Air (TFCA) Expenditure Deadline Extension Requests

**RECOMMENDATION:** (1) Approve a one-year extension to the TFCA expenditure deadline from November 14, 2015 to November 14, 2016 for three TFCA projects 11ALA01, 11ALA02 and 11ALA07, and (2) Authorize the Executive Director, or designee, to execute an amendment to the associated TFCA master funding agreement, 11-ALA, to reflect the extended expenditure period.

## Summary

The Bay Area Air Quality Management District (Air District) allows Transportation Fund for Clean Air (TFCA) county program managers to approve up to two, one-year time extensions to the established expenditure deadline for each TFCA project. Any subsequent extensions are granted by the Air District on a case-by-case basis. Because of this, the timely use of funds provisions of the Alameda CTC's TFCA Program Guidelines require Commission approval for any TFCA projects requesting a third, or subsequent, extension. This is the third extension request for the following three TFCA projects: 11ALA01, City of Alameda's Park Street Corridor Operations Improvements; 11ALA02, Alameda County's Mattox Rd Class 2 Bike Lanes; and 11ALA07, Post-project Data Collection for Hesperian, Tennyson, and Winton Corridor Signal Timing.

It is recommended the Commission: (1) Approve a one-year extension to the TFCA expenditure deadline from November 14, 2015 to November 14, 2016 for three TFCA projects 11ALA01, 11ALA02 and 11ALA07, and (2) Authorize the Executive Director, or designee, to execute an amendment to the associated TFCA master funding agreement, 11-ALA, to reflect the extended expenditure period.

## 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.

### ***Timely Use of Funds Provisions***

Projects receiving 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) and the Alameda CTC's TFCA Guidelines, which 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 a timely use of funds policy, which help ensure program compliance and timely project completion.

For the TFCA program, the Air District Policies requires TFCA funds to be expended within two years, unless a longer expenditure period is approved at the time of programming or an extension is approved. The Air District Policies allow county program managers to approve up to two one-year extensions to a project's established expenditure deadline. Any subsequent extensions are granted by the Air District on a case-by-case basis, if it finds that significant progress has been made on a project and the master funding agreement is amended to reflect the revised schedule. Because of this, the timely use of funds provisions of the Alameda CTC's TFCA Guidelines require Commission approval for any TFCA projects requesting a third, or subsequent, one-year extension.

### **Extension Requests**

11ALA01, City of Alameda Park Street Corridor Operations Improvements: The Alameda CTC programmed \$230,900 of TFCA funding to this project through the 2011-12 TFCA Program. The City of Alameda requests a third one-year extension for this funding due to a delay in the delivery of several other projects in the project area. The E-76 has been issued for the federal funding and this project is currently scheduled to begin May 2016. The City's extension request letter is included as Attachment A.

11ALA02, Alameda County Mattox Road Class 2 Bike Lanes: The Alameda CTC programmed \$40,000 of TFCA funding to this project through the 2011-12 TFCA Program. Alameda County requests a third one-year extension for this funding due to a delay in the project's associated sidewalk improvements, which has been resolved. The project has been awarded and is anticipated to be completed this fall. The County's extension request letter is included as Attachment B.

11ALA07, Post-project Data Collection for Hesperian, Tennyson, and Winton Corridor Signal Timing: The Alameda CTC programmed \$50,300 of TFCA funding to this project through the 2011-12 TFCA Program. The City of Hayward requests a third one-year extension for this funding due to a delay in the data collection and analysis for the Winton Avenue corridor caused by projects at two intersections within the project limits that will affect traffic flow. The City's extension request letter is included as Attachment C.



**Next Steps**

Upon Commission approval, a request to extend the expenditure deadline from November 14, 2015 to November 14, 2016 for these three projects will be submitted to Air District staff for approval. If granted, an amendment to extend the period of the associated master funding agreement 11ALA will be executed.

**Fiscal Impact:** There is no fiscal impact.

**Attachments**

- A. City of Alameda Extension Request Letter for TFCA Project 11ALA01
- B. County of Alameda Extension Request Letter for TFCA Project 11ALA02
- C. City of Hayward Extension Request Letter for TFCA Project 11ALA07

**Staff Contacts**

[James O'Brien](#), Interim Deputy Director of Programming and Allocations

[Jacki Taylor](#), Program Analyst

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August 27, 2015

Ms. Jacki Taylor  
TFCA County Program Manager Liaison  
Alameda County Transportation Commission  
1111 Broadway, Suite 800  
Oakland, CA 94607

**RE: TFCA Expenditure Deadline Extension Request**

TFCA Project Number: 11ALA01

Project Title: Park Street Corridor Operations Improvement

TFCA Award Amount: \$230,900.00

Dear Ms. Taylor,

The City of Alameda requests a third, one-year extension to the established TFCA expenditure deadline for the TFCA funding programmed to the subject project.

Current expenditure deadline date: November 14, 2015

**Requested expenditure deadline date: November 14, 2016**

Project Description and Status:

Install left turn lanes, signal modification at Park/Blanding, signal modification at Park/Lincoln, and upgrade signals along Park Street from Drawbridge to Encinal Avenue.

Reason for Project Delay:

City of Alameda has received E76 for both PE and Construction for this project. The project is delayed due to the ongoing construction activities on the Park Street Corridor related to the development of the Walgreen's, other commercial projects and a Streetscape project due for construction this year. As soon as these projects are complete, City will begin construction on this project.

Revised Schedule:

Contract Award: March 2016


Construction Start: May 2016

Construction End: July 2016

TFCA Final Invoice and Final Report: September 2016

Please contact me with questions at (510) 747-7947.

Sincerely,

  
Virendra Patel  
Acting Supervising Civil Engineer

Public Works Department  
950 W. Main Square, Room 110  
Alameda, California 94501  
510 747-7900 Fax 510-769-6030 TTY 510-522-7338

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August 24, 2015

Ms. Jacki Taylor  
TFCA County Program Manager Liaison  
Alameda CTC  
1111 Broadway, Suite 800  
Oakland, CA 94607

Subject: **TFCA Expenditure Deadline Extension Request**  
TFCA Project Number: 11ALA02  
Project Title: Mattox Road Bicycle Lanes  
FCA Award Amount: \$40,000

Dear Ms. Taylor:

Alameda County is requesting a third, one-year extension to the established TFCA expenditure deadline for the TFCA funding programmed to the subject project.

**Current** expenditure deadline date: November 14, 2015  
**Requested expenditure deadline date: November 14, 2016**

Project Description and Status:

This improvement project includes sidewalk and bicycle lanes along Mattox Road in Unincorporated Alameda County. Project has been awarded, construction is scheduled to start by the end of August 2015.

Reason for Project Delay:

The installation of the bicycle lanes is part of the sidewalk improvement project along Mattox Road and delays occurred as a result of coordination with property owners and the Caltrans Encroachment permit at the intersection of Mattox Road and East 14th Street. Project was awarded and might be completed before the expenditure deadline but considering unexpected circumstances such as weather conditions, County is requesting a one year extension.

Revised Schedule:

Construction Award: July 28, 2015  
Construction Start: August 31, 2015  
Construction End: November 20, 2015  
TFCA Final Invoice and Final Report: March 31, 2016

If you have any questions, please contact me at (510) 670-5827.

Sincerely,

Ruben Izon  
Project Engineer

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9/2/2015

Ms. Jacki Taylor  
 TFCA County Program Manager Liaison  
 Alameda County Transportation Commission  
 1111 Broadway, Suite 800  
 Oakland, CA 94607

**RE: TFCA Expenditure Deadline Extension Request**

TFCA Project Number: 11ALA07

Project Title: Post-project Monitoring/Retiming activities for TFCA project 10ALA04,  
 Traffic Signal Controller Upgrade and Synchronization

TFCA Award Amount: \$50,300

Dear Ms. Taylor,

The City of Hayward requests one-year extension to the established TFCA expenditure deadline for the TFCA funding programmed to the subject project.

Current expenditure deadline date: November 14, 2015

**Requested expenditure deadline date: November 14, 2016**

Project Description and Status:

Signal coordination, travel time runs and post project analysis have been completed on Hesperian Boulevard, Tennyson Road and Winton Avenue corridors through TFCA project 10ALA04. TFCA project 11ALA07 provides funding for the post-project data collection and analysis for these corridors.

Reason for Project Delay:

TFCA project 11ALA07 provides funding for two-year post-project data collection and analysis for TFCA project 10ALA04, which implemented traffic signal controller upgrade and synchronization improvements on Hesperian Boulevard, Tennyson Road and Winton Avenue corridors in Hayward which was completed in June 2013. There is currently construction in the Winton Corridor project area which will delay the data collection activities for this corridor for approximately one year. The City is requesting an extension for 11ALA07, so that the TFCA funding remains available to reimburse the delayed data collection activities for Winton. For the Hesperian and Tennyson corridors, post-project data will be collected through projects that are being implemented by other agencies and incorporated into the TFCA final report.

Revised Schedule:

Completion of post project data collection and analysis for Winton corridor: 09/30/2016

**DEPARTMENT OF PUBLIC WORKS  
 ENGINEERING AND TRANSPORTATION**

777 B Street • Hayward • CA • 94541-5007  
 Tel: 510-583-4730 • Fax: 510-583-3620 • Website: [www.hayward-ca.gov](http://www.hayward-ca.gov)


TFCA Final Invoice: 10/2016

Data available for Hesperian and Tennyson corridors: 03/01/2017

TFCA Final Report: 06/30/2017

Please contact me with questions at (510) 583-4791.

Sincerely,

A handwritten signature in black ink, appearing to read 'Abhishek Parikh', with a long horizontal stroke extending to the right.

Abhishek Parikh  
City Traffic Engineer

Cc: TFCA Project file





# Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

**DATE:** September 8, 2015

**SUBJECT:** One Bay Area Grant (OBAG) Cycle 2 Update

**RECOMMENDATION:** Receive an update on the One Bay Area Grant (OBAG) Cycle 2.

## Summary

The Metropolitan Transportation Commission (MTC) adopted the inaugural One Bay Area Grant (OBAG) Program in May 2012 which included funding for five (5) fiscal years (FYs 2012-13 to 2016-17). OBAG provides funding to regional programs and to the county congestion management agencies (CMAs) for planning activities, programs and projects that advance the objectives of Plan Bay Area. MTC recently released the proposal for OBAG Cycle 2 (FYs 2017-18 to 2021-22) outlining principles for changes, program funding levels, and policy revisions. Staff will provide an update on OBAG Cycle 2 and highlight any proposed program revisions from Cycle 1.

## Background

The objective of the OBAG program is to support Plan Bay Area, the region's Long Range Plan / Sustainable Communities Strategy (SCS), by incorporating the following program features:

- Targeting project investments into the region's Priority Development Areas (PDA)
- Rewarding jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process and subsequently permit such housing
- Supporting open space preservation in Priority Conservation Areas (PCA)
- Providing a larger funding pot to the county-level Congestion Management Agencies (CMAs) to deliver transportation projects in categories such as transportation for livable communities, bicycle and pedestrian improvements, local streets and roads preservation, and planning activities, while also providing specific funding opportunities for Safe Routes to School (SRTS).

The MTC adopted OBAG Cycle 1 program in May 2012 which included funding for five (5) fiscal years (FYs 12-13 to 16-17). The funding sources for Cycle 1 included Federal Surface Transportation Program (STP), Federal Congestion Mitigation and Air Quality (CMAQ) and State Transportation Improvement Program Transportation Enhancement (STIP-TE) funds.

MTC recently released the proposal for OBAG Cycle 2 (FYs 2017-18 to 2021-22) outlining principles for changes, program funding levels, and policy revisions.

OBAG Cycle 2 Highlights:

Overall principles and policies proposed by MTC for OBAG Cycle 2 remains the same as Cycle 1 with a few notable recommended changes.

- Due to federal budgetary constraints, overall revenues dropped approximately 3% from \$827 million in OBAG Cycle 1 to \$796 million in OBAG cycle 2. Consequently, no new programs are recommended in OBAG Cycle 2, to strike a balance between the various transportation needs that were funded in OBAG Cycle 1. Reductions are borne equally by the regional and county programs, and the funding split between the regional and county programs remains the same as in Cycle 1.
- The OBAG Cycle 2 county distribution formula is proposed to be revised slightly to further weight past housing production against future RHNA commitments, with affordable housing shares within each of these categories increased by 10%. The proposed formula is: Population 50%; Housing Production 30%; and Housing RHNA 20%, with housing affordability at 60%. The formula under OBAG Cycle 1 was: 50%, 25%, 25% and 50% respectively. Further, OBAG Cycle 2 is based on housing data over a longer time frame, including data from two RHNA cycles (1999-2006, and 2007-2015).

	Population	Housing Production		Housing RHNA		Housing Affordability
OBAG Cycle 1	50%	25%		25%		50%
		Affordable	Market Rate	Affordable	Market Rate	
		12.5%	12.5%	12.5%	12.5%	
OBAG Cycle 2	50%	30%		20%		60%
		Affordable	Market Rate	Affordable	Market	
		18%	12%	12%	8%	

Based on the proposed revised formula, the resulting fund distributions to the county CMAs are presented in the table below.

County	OBAG Cycle 1 Actual		OBAG Cycle 2 Proposed	
	(millions)	%	(millions)	%
Alameda	\$73.4	19.7%	\$71.5	20.2%
Contra Costa	\$52.9	14.3%	\$48.1	13.6%
Marin	\$12.3	3.3%	\$10.0	2.8%
Napa	\$8.7	2.3%	\$7.6	2.2%
San Francisco	\$43.5	11.7%	\$45.2	12.7%
San Mateo	\$31.2	8.3%	\$30.0	8.5%
Santa Clara	\$101.4	27.4%	\$98.4	27.8%
Solano	\$22.1	5.9%	\$18.4	5.2%
Sonoma	\$26.9	7.2%	\$25.2	7.1%
<b>Totals</b>	<b>\$372.4</b>	<b>100%</b>	<b>\$354.2</b>	<b>100.0%</b>

- The complete streets requirement for jurisdictions as a condition of funding is proposed to be updated. Those jurisdictions that have not updated their circulation element after 2010 to meet the State's Complete Streets Act requirements will need to adopt a complete streets resolution per the MTC model used for OBAG Cycle 1.
- Two regional programs, Safe Routes to Schools and Federal Aid Secondary (FAS) rural roads programs have been consolidated into the county distribution program with funding targets to ensure that these programs continue to be funded at specified levels. Counties will have flexibility with regard to SR2S, provided they demonstrate the same level of financial commitment to SR2S when OBAG Cycle 2 funds are not used for SR2S.
- Local PDA Planning Program is included as a part of the county distribution program.
- The Priority Conservation Areas (PCA) program remains the same in structure with a revised local fund match requirement which is now 2:1 (compared to 3:1 in Cycle1). Rural roadways can also utilize FAS funds for "farm to market" type projects.
- The requirement from OBAG Cycle 1 that 70% of county distribution funds be spent in PDAs (or to support PDAs) in urbanized counties and 50% in less urbanized counties is carried forward for OBAG Cycle 2.

- Under OBAG Cycle 2, counties will be required to update their PDA Investment and Growth Strategy every 4 years and provide an interim status report every 2 years.

MTC is scheduled to adopt the OBAG Cycle 2 principles in October 2015. The County CMAs will be required to provide a final program of projects to MTC by September 2016. Staff will present the Alameda County OBAG Cycle 2 principles to the Alameda CTC Board in early 2016. The proposed principles are intended to be consistent in reflecting the goals and objectives established by the policy framework and the Countywide Transportation Plan (CTP)/ Comprehensive Investment Plan (CTP/CIP) process to improve the connection between the planning and programming of transportation funding in Alameda County.

**Fiscal Impact:** There is no fiscal impact.

#### **Attachments**

- A. MTC's July Programming and Allocations Committee (PAC) OBAG Cycle 2 Proposal

#### **Staff Contact**

[James O'Brien](#), Interim Deputy Director of Programming and Allocations  
[Vivek Bhat](#), Senior Transportation Engineer



METROPOLITAN  
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## *Memorandum*

TO: Programming and Allocations Committee

DATE: July 8, 2015

FR: Executive Director

RE: One Bay Area Grant Program Cycle 2 Proposal

### **Background**

The inaugural One Bay Area Grant Program (OBAG 1) was approved by the Commission in May 2012 (MTC Resolution No. 4035) to better integrate the region's discretionary federal highway funding program with California's climate statutes and the Sustainable Communities Strategy (SCS). OBAG supports *Plan Bay Area*, the region's SCS by incorporating the following program features:

- Targeting project investments into the region's Priority Development Areas (PDA)
- Rewarding jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process and subsequently permit such housing
- Supporting open space preservation in Priority Conservation Areas (PCA)
- Providing a larger and more flexible funding pot to the county-level Congestion Management Agencies (CMAs) to deliver transportation projects in categories such as transportation for livable communities, bicycle and pedestrian improvements, local streets and roads preservation, and planning activities, while also providing specific funding opportunities for Safe Routes to School (SRTS).

The successful outcomes of this program are outlined in the "One Bay Area Grant Report Card", which was presented to the MTC Planning Committee in February 2014

([http://files.mtc.ca.gov/pdf/OBAG\\_Report\\_Card.pdf](http://files.mtc.ca.gov/pdf/OBAG_Report_Card.pdf)).

OBAG 1 projects are nearing completion and there are now two years remaining of the OBAG 1 cycle (FY 2012-13 through FY 2016-17); therefore, it is time to discuss the upcoming funding cycle (OBAG 2) with stakeholders and MTC commissioners. This will provide sufficient lead time for regional program managers and county Congestion Management Agencies (CMAs) to design programs and select projects to use funds in a timely manner within the OBAG 2 five-year period (FY 2017-18 through FY 2021-22).

### **Recommendations**

Considering the positive results achieved to-date in OBAG 1, staff recommends only minor revisions for OBAG 2. Listed below are principles that are guiding the proposed program revisions:

**1. Maintain Realistic Revenue Assumptions:**

OBAG 2 funding is based on anticipated future federal transportation program apportionments. In recent years, the Surface Transportation Program/Congestion Mitigation and Air Quality Improvement programs (STP/CMAQ) have not grown, and changes in the federal and state programs (such as elimination of the Transportation Enhancement (TE) program) have resulted in decreases that were not anticipated when OBAG 1 was developed. For OBAG 2, a 2 percent annual escalation rate above current federal revenues is assumed, consistent with the recent mark-up of the Developing a Reliable and Innovative Vision for the Economy (DRIVE) Act by the Senate Environment and Public Works Committee. Even with the 2 percent escalation, revenues for OBAG 2 are 3% less than revenues for OBAG 1, due to the projections of OBAG 1 being higher than actual revenues, and the fact that OBAG 1 included Transportation Enhancement (TE) funds which are no longer available to be included in OBAG 2.

**2. Support Existing Programs and maintain Regional Commitments as Recognizing Revenue Constraints:**

The OBAG Program as a whole is expected to face declining revenues from \$827 million in OBAG 1 to \$796 million in OBAG 2. Therefore, staff recommends no new programs and to strike a balance among the various transportation needs that were supported in OBAG 1.

- The regional pot of funding decreases by 3%. With the exception of regional planning activities (to account for escalation) and the Priority Conservation Area (PCA) program, funding programs are either maintained or decreased from their OBAG 1 funding levels.
- The OBAG 2 county program decreases by 3% with largely the same planning and project type activities proposed to be eligible.

The proposed OBAG 2 funding levels for the regional and county programs are presented in Table 1 below. See Attachment 1 for more details on these programs and a comparison with the OBAG 1 fund cycle.

**Table 1. Proposed OBAG 2 Funding**

OBAG 2 Programs	OBAG 2 Proposed Funding (million \$, rounded)
Regional Planning Activities	\$10
Pavement Management Program	\$9
Regional PDA Planning and Implementation	\$20
Climate Initiatives	\$22
Priority Conservation Area Program	\$16
Regional Operations Programs	\$173
Transit Priorities Program	\$192
County CMA Program	\$354
<b>OBAG 2 Total</b>	<b>\$796</b>

**3. Support the Plan Bay Area's Sustainable Communities Strategy by Linking OBAG Funding to Regional Housing Needs Allocation (RHNA), Housing Production, Affordable Housing, and Smart Growth Goals:**

A few changes to policies are proposed for OBAG 2, which have worked well in OBAG 1. (See also Attachment 2)

- PDA Investment targets stay at OBAG 1 levels: 50% for the four North Bay counties and 70% for the remaining counties.

- PDA Investment Growth Strategies, now fully completed, should play a stronger role in guiding the County CMA project selection and be aligned with the countywide plan update cycle.

**Table 2. OBAG Distribution Factors**

	Population	Housing Production	Housing RHNA	Housing Affordability
OBAG 1 (Current)	50%	25%	25%	50%
OBAG 2 (Proposed)	50%	30%	20%	60%

- The county OBAG 2 distribution formula is revised to further weight past housing production against future RHNA housing commitments, and affordable housing shares within each of these categories will be increased by 10% (see Table 2 above). Also the OBAG 2 county fund distribution formula is proposed to be based on housing over a longer time frame, considering housing production between 1999 and 2006 (weighted 30%) and between 2007 and 2014 (weighted 70 percent) in order to mitigate the effect of the recent recession and major swings in housing permit approvals (see Table 4 on next page). Lastly, the recommended OBAG 2 fund distribution includes adjustments to ensure that a CMA's base planning is no more than 50% of the county's total. The resulting fund distributions to the county congestion management agencies are presented in Table 3 below.

**Table 3. Comparison of Funding Distributions of OBAG 1 and Proposed OBAG 2**

County	OBAG 1 Actual (\$millions)		OBAG 2 Base Formula (\$millions)		OBAG 2 Proposed with Adjustments* (\$millions)	
Alameda	\$73.4	19.7%	\$64.5	20.8%	\$71.5	20.2%
Contra Costa	\$52.9	14.3%	\$42.8	13.1%	\$48.1	13.6%
Marin	\$12.3	3.3%	\$8.3	2.5%	\$10.0	2.8%
Napa	\$8.7	2.3%	\$4.7	1.4%	\$7.6	2.2%
SF	\$43.5	11.7%	\$43.3	14.4%	\$45.2	12.7%
San Mateo	\$31.2	8.3%	\$26.7	8.6%	\$30.0	8.5%
Santa Clara	\$101.4	27.4%	\$89.9	28.7%	\$98.4	27.8%
Solano	\$22.1	5.9%	\$15.5	4.6%	\$18.4	5.2%
Sonoma	\$26.9	7.2%	\$20.3	5.9%	\$25.2	7.1%
<b>Totals</b>	<b>\$372.4</b>	<b>100.0%</b>	<b>\$316.0</b>	<b>100.0%</b>	<b>\$354.2</b>	<b>100.0%</b>

\*Final Adjustments to program include

- Final CMA distribution adjusted so that a CMA's base planning is no more than 50% of total.
- Safe Routes to Schools no longer a stand-alone regional program but now incorporated in the county share.
- Rural road allowance to all counties per statute with the exception of San Francisco which has no such roads.

Note that the changes to county shares in OBAG 2 compared to OBAG 1 are largely due to changes in housing production between the 1999-2006 period used in OBAG 1 and 2007-2014 added used in OBAG 2, as shown below. Population and RHNA factors only had slight changes.

**Table 4. Housing Production Trends**

County	Total Housing Production <sup>1</sup>			
	1999-2006		2007-2014	
Alameda	31,356	17.2%	17,528	16.3%
Contra Costa	32,319	17.7%	15,031	14.0%
Marin	4,951	2.7%	1,387	1.3%
Napa	4,233	2.3%	1,330	1.2%
San Francisco	17,439	9.6%	16,449	15.3%
San Mateo	9,286	5.1%	6,541	6.1%
Santa Clara	48,893	26.8%	39,509	36.8%
Solano	15,435	8.5%	4,482	4.2%
Sonoma	18,209	10.0%	5,242	4.9%
<b>Totals</b>	<b>182,122</b>	<b>100.0%</b>	<b>107,499</b>	<b>100.0%</b>

<sup>1</sup>OBAG 1 Total housing production numbers are based on the number of permits issued from 1999-2006, but the numbers have been capped to RHNA allocations.

OBAG 2 Total housing production numbers are based on the number of permits issued over a longer period from 1999-2006 (weighted 30%) and from 2007-2014 (weighted 70%) and have not been capped to RHNA allocations.

- 4. Continue Flexibility and Local Transportation Investment Decision Making:**  
OBAG 2 continues to provide the discretion and the same base share of the funding pot (40%) to the CMAs for local decision-making. Also, two regional programs, Safe Routes to Schools and the Federal-Aid Secondary (rural roads) programs, have been consolidated into the county program with funding targets to ensure that these programs continue to be funded at specified levels.
- 5. Cultivate Linkages with Local Land-Use Planning:** As a condition to access funds, local jurisdictions need to continue to align their general plans' housing and complete streets policies as part of OBAG 2 and as separately required by state law. Those jurisdictions that have not updated their general plan circulation element after 2010 to meet the State's Complete Streets Act (2008) requirements will need to adopt a complete streets resolution per the MTC model used for OBAG 1, if they have not already done so. (See Attachment 2.)
- 6. Continue Transparency and Outreach to the Public Through-out the Project Selection Process:** CMAs will continue to report on their outreach process as part of their solicitation and selection of projects for OBAG. Each CMA will develop a memorandum addressing outreach, coordination and Title VI civil rights compliance.



### **Outreach and OBAG 2 Development Schedule**

MTC staff to date has made presentations to the Policy Advisory Council, the Partnership Technical Advisory Committee and associated working groups. Comments are summarized in Appendix 1, and revisions have been made to the proposal before you as a result of stakeholder feedback. After MTC staff receives additional direction from the Programming and Allocation Committee on the OBAG 2 framework, staff will return to these groups to provide outreach and to work with stakeholders to discuss any remaining issues as well as finalize OBAG 2 programming policies and procedures for program implementation. The final OBAG 2 Program is anticipated to be presented to the Commission in October for adoption, which will subsequently kick off the CMAs' project solicitation process. (See Attachment 3 for full schedule.)

### **Other Noted Program Revisions**

**Regional Safe Routes to School (SRTS) Program:** In December 2014, the Committee approved adding a fifth-year (FY 2016-17) to OBAG 1 in order to address program shortfalls due to lower than expected apportionments. After closing those shortfalls, the balance was directed to continue time critical operations and planning programs at lower levels than prior years. A number of committee members expressed interest in restoring funding up to the SRTS annual funding level of \$5 million. Staff has identified cost savings from prior cycles of federal funding, and is seeking consensus from the Committee to increase FY2016-17 SRTS funding from \$2.7 million to \$5.0 million. Staff will bring back the programming action to the Commission this fall. For OBAG 2, recommended funding levels for the program are \$5 million per year (\$25 million total).

**Available OBAG 1 Funding from Bikeshare Program:** With the transition of the Bikeshare program to a public-private partnership model, \$6.4 million in OBAG 1 funds that were programmed to Bikeshare are now available for reprogramming. Staff proposes to augment the PCA program, providing an additional \$3.2 million each to the North Bay and Regional programs. The revised PCA program total of \$16 million is 60% higher than OBAG 1 funding levels – the only category proposed for such significant growth in OBAG 2.

Staff seeks feedback on this proposed use of the savings, and would return to the Commission in the fall for approval to program the funds. MTC staff is looking forward to discussing the next cycle of OBAG with the Committee.



---

Steve Heminger

Attachments

SH: CG

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OBAG 2 Program Considerations		OBAG 1	OBAG 2
Regional Programs – REDUCE by 3%		(millions)	
<b>1. Regional Planning Activities</b>			
<ul style="list-style-type: none"> <li>Continue regional planning activities for ABAG, BCDC and MTC with 2.0% annual escalation from final year of OBAG 1</li> </ul>		\$8	\$10
<b>2. Pavement Management Program</b>			
<ul style="list-style-type: none"> <li>Maintain PMP implementation and PTAP at OBAG 1 funding level</li> </ul>		\$9	\$9
<b>3. PDA Planning and Implementation</b>			
<ul style="list-style-type: none"> <li>Maintain Regional PDA/TOD Planning and Implementation at OBAG 1 levels</li> </ul>		\$20	\$20
<b>4. Climate Initiatives Program</b>			
Continue climate initiatives program to implement the SCS		\$22	\$22
<b>5. Priority Conservation Area (PCA)</b>			
<ul style="list-style-type: none"> <li>Increase OBAG 1 Programs: \$8M North Bay &amp; \$8M Regional Program for the five southern counties and managed with the State Coastal Conservancy</li> <li>\$6.4M redirected from OBAG 1 regional bicycle sharing savings.</li> <li>Reduce match requirement from 3:1 to 2:1.</li> <li>MTC funding to be federal funds. Support State Coastal Conservancy to use Cap and Trade and other funds as potential fund source for federally ineligible projects.</li> </ul>		\$10	\$16
<b>6. Regional Operations</b>			
<ul style="list-style-type: none"> <li>Freeway Performance Initiatives, Incident Management, Transportation Management System, 511, Rideshare</li> <li>Focus on partnerships for implementation, key corridor investments, and challenge grant to leverage funding</li> </ul>		\$184	\$173
<b>7. Transit Priorities Program</b>			
<ul style="list-style-type: none"> <li>BART Car Phase 1</li> <li>Clipper Next Generation System</li> <li>Transit Capital Priorities (TCP), Transit Performance Initiatives (TPI)</li> </ul>		\$201	\$192
		<b>\$454</b>	<b>\$442</b>
Local Programs			
❖ <b>Local PDA Planning</b>			
Eliminate Local PDA Planning as a separate program.			
<ul style="list-style-type: none"> <li>PDA planning eligible under County program.</li> </ul>		\$20	-
❖ <b>Safe Routes to School (SRTS)</b>			
Managed by CMAs. Provide Safe Routes To School grants to local jurisdictions.			
<ul style="list-style-type: none"> <li>Maintain Safe Routes to School – Add to county shares.</li> <li>Use FY 2013-14 K-12 school enrollment formula</li> <li>\$25M minimum not subject to PDA investment requirements.</li> <li>Counties may opt out if they have their own county SRTS program</li> </ul>		\$25	-
❖ <b>County Federal-Aid Secondary (FAS)</b>			
Managed by CMAs. Provide FAS funding to Counties.			
<ul style="list-style-type: none"> <li>Fully fund county FAS requirement (\$2.5 M per year). Funding not included in OBAG 1 because FAS requirement had been previously satisfied.</li> <li>\$13M guaranteed minimum not subject to PDA investment requirements</li> </ul>		-	-
		<b>\$45</b>	<b>-</b>
County CMA Programs – REDUCE by 3%			
❖ <b>County CMA Program</b>			
<ul style="list-style-type: none"> <li>Local PDA Planning optional through CMA County OBAG Program</li> <li>SRTS included in County OBAG program (use K-12 school enrollment formula)</li> <li>FAS included in County OBAG program (use FAS formula)</li> <li>Adjustment to ensure county planning is no more than 50% of total amount</li> <li>CMA Planning Base with 2.0% annual escalation from final year of OBAG 1</li> <li>County CMA 40% base OBAG program (not including CMA Planning Base)</li> </ul>		-	-
		-	\$25
		-	\$13
		-	\$1
		\$36	\$39
		\$291	\$276
		<b>\$327</b>	<b>\$354</b>
<b>Program Total</b>		<b>\$827</b>	<b>\$796</b>

## OBAG 2 County Program Considerations

### ❖ County Generation Formula

- Continue existing PDA investment targets of 50% for North Bay counties and 70% for all others.
- Adjust county generation formula. Maintain population weighting factor while increasing housing production weighting factor, with housing affordability (very low and low) increased in weighting within both the Housing Production and RHNA.
- Consider housing production over a longer time frame, between 1999 & 2006 (weighted 30%) and between 2007 and 2014 (weighted 70 percent).

### OBAG Distribution Factors

	Population	Housing Production	Housing RHNA	Housing Affordability
OBAG 1 (Current)	50%	25%	25%	50%
OBAG 2 (Proposed)	50%	30%	20%	60%

### ❖ Housing Element

- HCD Certified Housing element by May 31, 2015

### ❖ General Plan Complete Streets Act Update Requirements

- For OBAG 1, jurisdictions required to have either a complete streets policy resolution or a general plan that complied with the complete streets act of 2008 as January 31, 2013.
- For OBAG 2 jurisdictions are currently required to have the general plan circulation element comply with the Complete Streets Act of 2008 prior to January 31, 2016.

For OBAG 2, modify the requirement for funding:

- Resolution or Plan (somewhat similar to OBAG 1): Jurisdictions must have either a complete street policy resolution or a circulation element of the general plan updated after 2010 that complies with the Complete Streets Act. This modified approach focuses on the local complete streets resolution while acknowledging the jurisdictions that have moved forward with an updated circulation element in good faith of OBAG 2 requirements.

### ❖ PDA Investment and Growth Strategy

- Currently OBAG requires an annual update of the PDA investment and growth strategy. For OBAG 2, require an update every four years with an interim status report after two years. The update would be coordinated with the countywide plan updates to inform RTP development decisions. The interim report addresses needed revisions and provides an activity and progress status.

### ❖ Public Participation

- Continue using the CMA self-certification approach and alter documentation submittal requirements to require CMA memorandum encompassing three areas: outreach, coordination and Title VI.

<b>OBAG 2 Tentative Development Schedule</b>	
<b>May-June 2015</b>	
<ul style="list-style-type: none"> <li><b>Outreach</b> <ul style="list-style-type: none"> <li>Refine proposal with Bay Area Partnership and interested stakeholders</li> <li>Policy Advisory Council / ABAG</li> </ul> </li> </ul>	
<b>July 2015</b>	
<ul style="list-style-type: none"> <li><b>Present Approach to Programming and Allocation Committee (PAC)</b> <ul style="list-style-type: none"> <li>Outline principles and programs for OBAG 2</li> <li>Approve complete streets requirement</li> </ul> </li> </ul>	
<b>July-September 2015</b>	
<ul style="list-style-type: none"> <li><b>Outreach</b> <ul style="list-style-type: none"> <li>Finalize guidance with Bay Area Partnership and interested stakeholders</li> <li>Policy Advisory Council</li> </ul> </li> </ul>	
<b>October 2015</b>	
<ul style="list-style-type: none"> <li><b>Commission Approval of OBAG 2 Procedures</b> <ul style="list-style-type: none"> <li>October Programming &amp; Allocations Committee (PAC)</li> <li>Commission approval of OBAG 2 procedures &amp; guidance</li> </ul> </li> </ul>	
<b>December 2015 - September 2016</b>	
<ul style="list-style-type: none"> <li><b>CMA Call for Projects</b> <ul style="list-style-type: none"> <li>CMAs develop county programs and issue call for projects</li> <li>CMA project selection process</li> <li>County OBAG 2 projects due to MTC (September 2016)</li> </ul> </li> </ul>	
<b>December 2016</b>	
<ul style="list-style-type: none"> <li><b>Commission Approval of OBAG 2 Projects</b> <ul style="list-style-type: none"> <li>Staff review of CMA project submittals</li> <li>Commission approves regional programs &amp; county projects</li> </ul> </li> </ul>	<b>NOTE:</b> 2017 TIP Update: December 2016
<b>February 2017</b>	
<ul style="list-style-type: none"> <li><b>Federal TIP</b> <ul style="list-style-type: none"> <li>TIP amendment approval</li> </ul> </li> </ul>	
<b>October 2017</b>	
<ul style="list-style-type: none"> <li><b>First year of OBAG 2 (FY 2017-18)</b> <ul style="list-style-type: none"> <li>On-going planning and non-infrastructure projects have access to funding</li> </ul> </li> </ul>	<b>NOTE:</b> Plan Bay Area Update: Summer 2017
<b>October 2018</b>	
<ul style="list-style-type: none"> <li><b>Second year of OBAG 2 (FY 2018-19)</b> <ul style="list-style-type: none"> <li>Capital projects have access to funding</li> </ul> </li> </ul>	
<b>END</b>	

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# Memorandum

5.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

**DATE:** September 8, 2015

**SUBJECT:** Measure BB Community Development Investments Program (MBB 045 / PN 1460.000): Program Development Overview

**RECOMMENDATION:** Receive an overview of the development of the Measure BB Community Development Investments Program Guidelines and provide input.

## Summary

The 2014 Transportation Expenditure Plan (TEP) establishes a total of 4 percent of net sales tax revenue, to be distributed on a discretionary basis. These funds will be programmed as part of the development of the Alameda CTC Comprehensive Investment Plan (CIP). The Community Development Investment Program (CDIP) will support existing and new transportation infrastructure improvements that will enhance access and provide increased connectivity to and between job centers, schools, transportation facilities, community centers, and residential developments. The proposed guidelines detail the purpose, objectives and programming methodology for the implementation of the CDIP. It also establishes the award process, including eligibility requirements, selection criteria and award thresholds.

Investments supported by the CDIP include capital projects, programs, plans and studies which serve to achieve the objectives of the program; including but not limited to improvements to BART station facilities, bus transfer hubs, bicycle/pedestrian infrastructure, local streets and roads, and transit that encourage transit oriented growth. A minimum of 70 percent of available funds will be applied to Capital Projects for the delivery of infrastructure improvements. Funding will also be available for Programs (shuttles) and Plans/Studies which serve to facilitate transit-oriented growth and achieve the objectives of the CDIP.

The Measure BB (MBB) guidelines, the Commission approved Comprehensive Investment Plan (CIP) process, the Alameda CTC Countywide Transit Plan and generally accepted programming methods form the basis of the draft CDIP guidelines. Alameda CTC is requesting that comments and questions pertaining to the draft guidelines be submitted by October 22, 2015.

## **Background**

The CDIP is a discretionary program in the TEP and has a program value of 4 percent of net MBB sales tax revenue. Funds will be programmed and allocated as part of the CIP process with programming revenues estimated over a five-year horizon and allocated in two-year cycles.

The Measure BB (MBB) guidelines, the Commission approved Comprehensive Investment Plan (CIP) process, the Alameda CTC Countywide Transit Plan and generally accepted programming methods were used in the development of the draft MBB CDIP guidelines. In summary, the following is proposed:

### ***Purpose:***

Support existing and new transportation infrastructure improvements that will enhance access and provide increased connectivity to and between job centers, schools, transportation facilities, community centers, and residential developments.

### ***Program Objectives:***

Make the existing transit system more efficient and effective and increase ridership at transit facilities by:

- Improving access to transit facilities for bicycle and pedestrian traffic by addressing connectivity, safety and/or circulation needs.
- Connecting high density residential developments, job centers or schools to transit and encourage multi-modal access.
- Providing shuttles that can more effectively meet transportation needs in areas that cannot be served efficiently or are not served by fixed route transit.
- Promoting land use patterns that provide a mix of uses and greater density around transit or activity hubs.

### ***Programming Methodology:***

The CDIP funds will be distributed to specific investments on a discretionary basis as part of the development of the Alameda CTC CIP. Programming revenues are estimated over a five-year horizon and allocated in two-year cycles. To support the Program Objectives, the following methodology will apply:

#### **Minimum Program Eligibility (MPE):**

- Projects must be sponsored by a public agency in Alameda County (cities, county and transit agencies);
- Projects must be included in the Alameda CTC's Countywide Transportation Plan;
- Shuttles must be available for use by all members of the public.

**Invest in capital improvements:** A minimum of 70 percent of available program funds will be specifically allotted to capital projects for infrastructure investments.

Award Limits: Eligibility of phases, match requirements and award thresholds will apply.

Award Stipulations:

- Project Sponsor is required to provide the expertise and staff resources necessary to successfully deliver projects within the constraints of the funding source requirements;
- Alameda CTC will not be responsible for any cost overruns. Project Sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project, including contingencies;
- Project Sponsors must submit a resolution authorizing acceptance of the recommended funding award within two months of funding approval;
- Project Sponsors will adhere to the applicable CIP Policies including Deadline for Environmental Approval, Timely Use of Funds, Eligible Costs for Reimbursement, and Local Contracting; and
- Enter into a Funding Agreement.

Selection:

- Prioritize projects with potential to secure external funding commitments.
- Criteria based on project type (refer to Appendix A of the draft guidelines).
- Examples of eligible project/programs are presented in Table A below.

Table A: Example Eligible Project/Program Types	
Capital Projects	
Transit	Station improvements including plazas, station access, pocket parks, parking lots and structures
Local Streets and Roads	Streetscape projects associated with high density residential developments and near transit facilities with sample elements such as bulb outs, cross walk enhancements, new striping for bicycle lanes and road diets, way finding signage and bus shelters
Bicycle/Pedestrian	Class 1 bikeways and bike-transit facilities, bicycle/pedestrian paths and bridges, safe routes to transit, capital improvements, bicycle parking
Programs	
Transit Operations	Shuttles
Plans and Studies	
Plans and Studies	Master plans, feasibility studies

### **Agreement and Performance Requirements:**

If selected, the recipient will be expected to enter into a funding agreement. The Funding Agreement will include, among other items:

- A Project Delivery Plan that includes a detailed project description, costs and funding by phase, and an implementation schedule with associated deliverables or a Program Implementation Plan that includes a detailed program description, costs and funding by phase, and an implementation schedule;
- Monitoring, reporting and audit requirements;
- Requirement to adhere to all applicable regulations, including the American Disabilities Act;
- Agreement to maintain the facility;
- Agreement to acknowledge Measure BB funding on project signage; and
- Performance requirements as applicable. Sample categories include: Ridership, Operational performance and Operations cost.

### **Program Guidelines Next Steps:**

<b>Program Activities</b>	<b>Timing</b>
Circulate Draft Guidelines	September 2015
Draft Guidelines Comment Period	Comments/Questions due: <b>October 22, 2015</b>
Refinements (if necessary)	November 2015
Present Refined Guidelines (if necessary)	January 2016
Approval of Guidelines	Spring 2016

**Fiscal Impact:** There is no fiscal impact.

### **Attachments**

- A. Draft MBB Community Development Investments Program Guidelines

### **Staff Contact**

[James O'Brien](#), Interim Deputy Director of Programming and Allocations

[Trinity Nguyen](#), Senior Transportation Engineer



**Measure BB Program Guidelines**  
**Community Development Investment Program**  
*Improving Transit Connections to Jobs and Schools*

**A. PURPOSE**

The 2014 Transportation Expenditure Plan (TEP) establishes a total of 4% of net sales tax revenue, for the development and implementation of the Community Development Investment Program (CDIP). Community developments are strengthened when enhanced by transportation choices that provide expanded access to residential developments, jobs and schools. The CDIP will support existing and new transportation infrastructure improvements that will enhance access and provide increased connectivity to and between job centers, schools, transportation facilities, community centers, and residential developments. Investments include capital projects, programs, plans and studies which serve to achieve the objectives of the CDIP, including but not limited to improvements to BART station facilities, bus transfer hubs, bicycle/pedestrian infrastructure, local streets and roads, and transit that facilitate transit-oriented growth.

**B. PROGRAM OBJECTIVES**

Make the existing transit system more efficient and effective and increase ridership at transit facilities by:

- Improving access to transit facilities for bicycle and pedestrian traffic by addressing connectivity, safety and/or circulation needs.
- Connecting high density residential developments, job centers or schools to transit and encourage multi-modal access.
- Providing shuttles that can more effectively meet transportation needs in areas that cannot be served efficiently or are not served by fixed route transit.
- Promoting land use patterns that provide a mix of uses and greater density around transit or activity hubs.

**C. PROGRAMMING METHODOLOGY**

The CDIP funds will be distributed to specific investments on a discretionary basis as part of the development of the Alameda CTC Comprehensive Investment Plan (CIP). Programming revenues are estimated over a five-

year horizon and allocated in two-year cycles. To support the Program Objectives as outlined above, the following will apply:

1. Minimum Program Eligibility (MPE)
  - a. Projects must be sponsored by a public agency in Alameda County (cities, county and transit agencies).
  - b. Projects must be included in the Alameda CTC's Countywide Transportation Plan.
  - c. Shuttles must be available for use by all members of the public.
2. A minimum of 70% of available program funds will be specifically allotted to capital projects for infrastructure investments. The remaining 30% may be used in any category.
3. Award limitations will apply as follows:
  - a. Capital project award amounts will be limited by the programming fund estimate determined for a given award cycle and time period. Amounts will be programmed and allocated by phase, taking into consideration factors such as the remaining project phases, delivery risks to complete a phase and maximization of leveraging funding. Funding may be programmed to the following phases:
    - 1) Planning/Scoping/Conceptual Engineering
    - 2) Preliminary Engineering/Environmental Studies
    - 3) PS&E/Final Design
    - 4) Right-of-Way Acquisition and Engineering
    - 5) Utility Relocation
    - 6) Construction Capital and Support
  - b. Shuttles operations will be limited to a maximum award of \$500,000 per year, and will require a 50% match. For awards spanning multiple years, a maximum of \$2.0 million may be programmed over a five-year cycle. Awards less than \$100,000 per year will be considered on a case-by-case basis. Funding may be programmed to the following phases:
    - 1) Feasibility
    - 2) Implementation/Operations
    - 3) Evaluation
    - 4) Monitoring

- c. Plans and Studies will be limited to a maximum award of \$100,000, and will require a 50% match. Requests for plans or studies that identify and prioritize specific improvements that support the Program Objectives will be considered on a case by case basis in consideration of countywide planning and study efforts lead by Alameda CTC and the extent to which the Program Objectives are met.
4. Projects and Programs that meet the MPE requirements and are recommended by Alameda CTC for non-Alameda CTC administered funds, such as One Bay Area Grant (OBAG), will receive first priority to secure these external funding commitments for Alameda County. The remaining eligible candidates will be further evaluated and prioritized for funding based upon the selection criteria for each project type as provided in Appendix A.
5. Award Stipulations
  - a. Project Sponsor is required to provide the expertise and staff resources necessary to successfully deliver projects within the constraints of the funding source requirements.
  - b. Alameda CTC will not be responsible any cost overruns. Project Sponsor is responsible for cost increases or any additional funding needed to complete the project, including contingencies and matching funds.
  - c. Within two months of funding approval, Project Sponsor must submit a resolution authorizing acceptance of the recommended funding award.
  - d. Project Sponsor will adhere to the applicable policies of the Alameda CTC's adopted CIP. Attention is directed to the following policy subjects:
    - Deadline for Environmental Approval
    - Timely Use of Funds
    - Eligible Costs for Reimbursement
    - Local Contracting

#### D. AGREEMENT AND PERFORMANCE REQUIREMENTS

For each award granted, a Funding Agreement will be executed between Alameda CTC and the Project Sponsor. Payments to Sponsors will be made on a reimbursement basis and may be authorized only upon the execution of the Funding Agreement. The Funding Agreement will include, among other items:

- A Project Delivery Plan that includes a detailed project description, costs and funding by phase, and an implementation schedule with associated deliverables, or a Program Implementation Plan that includes a detailed program description, costs and funding by phase, and an implementation schedule
- Monitoring, reporting and audit requirements
- Requirement to adhere to all applicable regulations, including the American Disabilities Act
- Agreement to maintain the facility
- Agreement to acknowledge Measure BB funding on project signage

Capital projects will be delivered according to the approved delivery plan and programs will be implemented according to the program implementation plan as per the Funding Agreement. Unless otherwise provided for, any modification of the approved plan will require approval by Alameda CTC and the Funding Agreement amended accordingly. Project Sponsors will mitigate direct displacement of residential developments or jobs resulting from the project.

Funds for shuttles are provided for operations activities only and may not be used for maintenance or vehicle purchases. Shuttles will be required to meet baseline thresholds in any of the following categories:

- Ridership
- Operational performance
- Operations cost

Funding Agreements for Plans and Studies will require a commitment to complete the deliverable as approved within the established schedule.

Refer to Appendix B for additional details of eligible and ineligible project/program elements.

## APPENDIX A CAPITAL PROJECTS

Category	Criteria
<b><u>Benefits</u></b>  <b>50%</b>	<b>Access Improvements</b> <input type="checkbox"/> Improve access to activity centers, central business districts, and employment centers <input type="checkbox"/> Improves transportation routes to schools <input type="checkbox"/> Serves a known or realistic level of demand in the community for transit services <b>Safety &amp; Security</b> <input type="checkbox"/> Identifies safety concerns <input type="checkbox"/> Increases public safety through a reduction of risk of accidents for vehicles, bicycles, and/or pedestrians <input type="checkbox"/> Identifies known safety issues with a proven countermeasure to address the conflicts <input type="checkbox"/> Corrects a deteriorating condition/aging infrastructure <b>Connectivity/Gap Closures</b> <input type="checkbox"/> Enhances intermodal and multi-jurisdictional connectivity <input type="checkbox"/> Complements existing services (not duplicative) <input type="checkbox"/> Expands the transportation system, network, or service <b>Multimodal Benefits</b> <input type="checkbox"/> Identifies benefits to transit, bike, pedestrian and rail <input type="checkbox"/> Support multimodal transportation through coordination of improvements <input type="checkbox"/> Supports and implements Complete Streets Policies and Practices <b>Economic Growth</b> <input type="checkbox"/> Promotes job growth <input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit
<b><u>Sustainability</u></b>  <b>10%</b>	<input type="checkbox"/> Identifies funding sources and responsible agency for maintaining the transportation project after implementation/construction <input type="checkbox"/> Transportation project is identified in a long-term development plan
<b><u>Matching Funds</u></b>  <b>25%</b>	<input type="checkbox"/> Commits other identified funds as project matching to the funds requested <input type="checkbox"/> External (i.e., non-Alameda CTC administered) fund type (regional, state, federal, local, private)
<b><u>System Efficiencies</u></b>  <b>15%</b>	<input type="checkbox"/> Synergies with other projects (complements another on-going project)
<b>100%</b>	

## SHUTTLES

	Existing Shuttles Criteria	New Shuttles Criteria
<b><u>Benefits(Needs)</u></b>  <b>(40%)</b>	<p><b>Connectivity/Gap Closures/Access Improvements</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Connects, provides or improves access to activity centers, central business districts, schools, and employment centers</li> <li><input type="checkbox"/> Serves a known level of demand in the community for transit services</li> <li><input type="checkbox"/> Provides multi-jurisdictional connectivity</li> <li><input type="checkbox"/> Increase efficiency level of service or reduces travel time</li> </ul> <p><b>Safety &amp; Security</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Address an existing safety concern</li> </ul> <p><b>Multimodal/ Environmental Benefits</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Identifies benefits to transit, bike, pedestrian</li> <li><input type="checkbox"/> Shuttle accommodates bicycles</li> <li><input type="checkbox"/> Promotes modal shifts that reduce dependency on motorized transportation</li> <li><input type="checkbox"/> Provides congestion relief</li> <li><input type="checkbox"/> Use of clean fuel vehicle(s) for service</li> </ul> <p><b>Economic Growth</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit Planned population densities Planned employment densities or trends</li> </ul>	<p><b>Connectivity/Gap Closures/Access Improvements</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Connects or provides access to activity centers, central business districts, schools, and employment centers</li> <li><input type="checkbox"/> Serves a realistic level of demand in the community for transit services</li> <li><input type="checkbox"/> Provides multi-jurisdictional connectivity</li> </ul> <p><b>Safety &amp; Security</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Address an existing safety concern</li> </ul> <p><b>Multimodal/ Environmental Benefits</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Identifies benefits to transit, bike, pedestrian</li> <li><input type="checkbox"/> Shuttle accommodates bicycles</li> <li><input type="checkbox"/> Promotes modal shifts that encourage less dependency on motorized transportation</li> <li><input type="checkbox"/> Provides congestion relief</li> <li><input type="checkbox"/> Use of clean fuel vehicle(s) for service</li> </ul> <p><b>Economic Growth</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit Planned population densities Planned employment densities or trends</li> </ul>

<p><b><u>Readiness</u></b></p> <p style="text-align: right;"><b>(20%)</b></p>	<p>Service plan clearly demonstrates how the shuttle service will be delivered for the funding period including:</p> <ul style="list-style-type: none"> <li>a. Service area (routes/maps, destinations served)</li> <li>b. Specific rail stations, ferry or major transit centers served.</li> <li>c. Coordination with scheduled transit service</li> <li>d. Marketing plan/activities</li> <li>e. Service Provider</li> <li>f. Administration and oversight plan</li> <li>g. Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys)</li> <li>h. Co-Sponsors/stakeholders</li> <li>i. Ridership characteristics: e.g. commuter/ employees, seniors, students, etc</li> <li>j. Any significant changes to existing service</li> </ul> <p>Solid funding plan with budgeted line items for:</p> <ul style="list-style-type: none"> <li>a. Contractor (operator/vendor) cost</li> <li>b. Fuel</li> <li>c. Insurance</li> <li>d. Administrative (Staff oversight)</li> <li>e. Other direct costs (e.g. marketing)</li> <li>f. Total operating cost</li> <li>g. Notes/exceptions (e.g. if there are projected differences between the 1st and 2nd year costs)</li> </ul>	<p>Service plan clearly demonstrates how the shuttle service will be delivered for the funding period including:</p> <ul style="list-style-type: none"> <li>a. Service area (routes/maps, destinations served)</li> <li>b. Specific rail stations, ferry or major transit centers served.</li> <li>c. Coordination with scheduled transit service</li> <li>d. Marketing plan/activities</li> <li>e. Service Provider</li> <li>f. Administration and oversight plan</li> <li>g. Monitoring/evaluation plan/activities</li> <li>h. Co-Sponsors/stakeholders</li> <li>i. Surveys/studies on ridership characteristics: e.g. commuter/ employees, seniors, students, etc</li> </ul> <p>Solid funding plan with budgeted line items for:</p> <ul style="list-style-type: none"> <li>a. Contractor (operator/vendor) cost</li> <li>b. Fuel</li> <li>c. Insurance</li> <li>d. Administrative (Staff oversight)</li> <li>e. Other direct costs (e.g. marketing)</li> <li>f. Total operating cost.</li> </ul>
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MBB Program Guidelines  
Community Development Investment Program

<u><b>Sustainability/ Effectiveness</b></u>  <b>(20%)</b>	<input type="checkbox"/> Shuttle is included in an adopted local, special area, county or regional plan <input type="checkbox"/> Coordination with partners local community and governing body support (Letters of support from stakeholders) <input type="checkbox"/> Cost savings demonstrated through sharing of resources (shuttle operator provides reduced rates if service used for peak and off-peak service) <input type="checkbox"/> Annual average operating cost per passenger for the prior 12 months <input type="checkbox"/> Annual average passengers per revenue vehicle hour of service for the prior 12 months <input type="checkbox"/> Service links with other fixed route transit (more points for higher ridership routes) <input type="checkbox"/> Experience of implementer <input type="checkbox"/> Does not duplicate an existing service	<input type="checkbox"/> Proposed shuttle is included in an adopted local, special area, county or regional plan <input type="checkbox"/> Coordination with partners Local community and governing body support (Letters of support from stakeholders) <input type="checkbox"/> Proposed cost savings demonstrated through sharing of resources (shuttle operator provides reduced rates if service used for peak and off-peak service) <input type="checkbox"/> Projected ridership, operating costs, and revenue vehicle hours of shuttle service to be provided in the first and second years of shuttle service. <input type="checkbox"/> Service links with other fixed route transit (more points for higher ridership routes) <input type="checkbox"/> Experience of Sponsor <input type="checkbox"/> Identifies funding or action plan to sustain operations after implementation <input type="checkbox"/> Does not duplicate an existing service
<u><b>Matching Funds</b></u>  <b>(10%)</b>	<input type="checkbox"/> Commits other identified funds as project matching to the funds requested 50% to 75% ≥75%	<input type="checkbox"/> Commits other identified funds as project matching to the funds requested 50% to 75% ≥75%
<u><b>System Efficiencies</b></u>  <b>(10%)</b>	<input type="checkbox"/> Synergies with other projects/programs	<input type="checkbox"/> Synergies with other projects/programs
<b>100%</b>		



## APPENDIX B PROJECT/PROGRAM ELIGIBILITY ELEMENTS

<b>TABLE A:</b> Example Eligible Project/Program Types	
Category	Project/Program Types <sup>1</sup>
<b>Capital Projects</b>	
Transit	Station improvements including plazas, station access, pocket parks, parking lots and structures
Local Streets and Roads	Streetscape projects associated with high density residential developments and near transit facilities with sample elements such as bulb outs, cross walk enhancements, new striping for bicycle lanes and road diets, way finding signage and bus shelters
Bicycle/Pedestrian	Class 1 bikeways and bike-transit facilities, bicycle/pedestrian paths and bridges, safe routes to transit, capital improvements, bicycle parking
<b>Programs</b>	
Transit Operations	Shuttles
<b>Plans and Studies</b>	
Plans and Studies	Master plans, feasibility studies

Notes:

1. Highway, Goods Movement, Transportation Demand Management/Education Outreach, Local Streets and Roads and Highway Operations are not anticipated to be significant contributors to the CDIP.

<b>TABLE B: Eligible Project/Program Costs</b>		
<b>Project Category/Phase</b>	<b>Eligible</b>	<b>Not Eligible</b>
<b>CAPITAL PROJECTS</b>	<ul style="list-style-type: none"> <li>• Park-and-ride facility improvements</li> <li>• Passenger rail station access and capacity improvements</li> <li>• Development and implementation of transit priority treatments on local roadways</li> </ul>	<ul style="list-style-type: none"> <li>• Non-transportation related construction such as office spaces within transit facility for specific purpose of lease or retail</li> <li>• Site preparation work such as sewer, cable installation, etc. unless as part of a phased implementation of the project construction</li> </ul>
Equipment/Rolling Stock Acquisition	<ul style="list-style-type: none"> <li>• Equipment that is attached to a facility and integral to the benefit of the facility (ie: EV charging stations)</li> </ul>	<ul style="list-style-type: none"> <li>• Rolling stock may count towards Sponsor project contributions; however, not reimbursable under this program</li> </ul>
<b>PROGRAMS</b>		
Implementation/ Operations/ Maintenance	<ul style="list-style-type: none"> <li>• Marketing expenses</li> <li>• Education</li> <li>• Enforcement</li> </ul>	<ul style="list-style-type: none"> <li>• Vehicle purchases</li> <li>• Routine maintenance</li> <li>• Promotion program giveaways including food, etc.</li> </ul>
Evaluation/ Monitoring		<ul style="list-style-type: none"> <li>• Purchase of general staff equipment</li> </ul>
<b>PLANS/STUDIES</b>	<ul style="list-style-type: none"> <li>• Coordinated efforts in conjunction with any designated public entity having jurisdiction within Alameda County.</li> </ul>	<ul style="list-style-type: none"> <li>• Studies that extend beyond Alameda County other than to establish contributing impacts</li> </ul>

Note: This table is to be used in conjunction with CIP policy on Eligible Costs for Reimbursement.



# Memorandum

5.4

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<b>DATE:</b>	September 8, 2015
<b>SUBJECT:</b>	East Bay Greenway: Lake Merritt BART Station to South Hayward BART Station project (PN 1457.001): Approval of Professional Services Agreement A15-0030 with HNTB Corporation
<b>RECOMMENDATION:</b>	Approve and authorize the Executive Director to execute Professional Services Agreement A15-0030 with HNTB Corporation for a not-to-exceed amount of \$4,260,350 to provide services for the Project Approval/Environmental Document phase.

## Summary

The Alameda CTC is the project sponsor and implementing agency for the East Bay Greenway: Lake Merritt BART Station to South Hayward BART Station (PN 637.5). This project proposes to implement a regional trail consisting primarily of Class I multi-use pathways underneath and along the elevated BART structure that traverses East Oakland, San Leandro, Ashland, Cherryland, and Hayward. The project will provide safe and convenient non-motorized access to BART and other destinations, and will generate wide ranging environmental, social equity, and health benefits.

The Alameda CTC selection process to procure consultant services for the Project Approval and Environmental Document (PA/ED) phase of the project began in January 2015 with Commission approval to release the Request for Proposals (RFP). RFP No. A15-0030 was released in April 2015. Proposals were received from five firms and an independent selection panel comprised of representatives from the City of Oakland, City of San Leandro, City of Hayward, BART, East Bay Regional Park District and Alameda CTC reviewed the proposals and shortlisted three firms. Interviews were conducted on June 16, 2015, and at the conclusion of the evaluation process, HNTB Corporation was selected as the top ranked firm.

Staff recommends that the Commission authorize the Executive Director to execute a Professional Services Agreement A15-0030 with HNTB Corporation for a not-to-exceed \$4,260,350 to provide professional services for the PA/ED phase of the East Bay Greenway: Lake Merritt BART Station to South Hayward BART Station project. The estimated duration to complete the PA/ED phase is three years.

## Background

The Alameda CTC is the implementing agency for the East Bay Greenway: Lake Merritt BART Station to South Hayward BART Station project (PN 1457.001). The East Bay Greenway is a high priority project in the Countywide Bicycle and Pedestrian Plans and is an eligible trail facility within the Gap Closure on Three Major Trails category of the 2014 Transportation Expenditure Plan. The East Bay Greenway will be a regional trail facility consisting of primarily Class I multi-use trails that will provide safe and convenient non-motorized access to BART and other destinations and will generate a range of environmental, social equity, and health benefits. The East Bay Greenway is depicted in the TEP as following the Union Pacific Railroad/BART corridor from Oakland to Fremont (approximately 32-miles). The East Bay Greenway: Lake Merritt BART to South Hayward BART project would implement approximately 16-miles of the East Bay Greenway depicted in the TEP.

Alameda CTC first assumed the role of project sponsor for the East Bay Greenway project in July 2008. In October 2012, Alameda CTC certified an Initial Study/Mitigated Negative Declaration for a 12-mile portion of the East Bay Greenway from 19th Avenue in Oakland to the Hayward BART Station. The limits of this project coincided with a previous East Bay Greenway Concept Plan developed by the non-profit group Urban Ecology.

Concurrent with previous preliminary engineering and environmental work, the East Bay Regional Park District applied for and received a TIGER II grant for construction of trail facilities in Alameda and Contra Costa Counties. In September 2011, Alameda CTC elected to advance a half-mile segment of the East Bay Greenway from 75th Avenue to 85th Avenue (in the vicinity of the Coliseum BART station) to construction. This segment, referred to as Segment 7A, was advertised for construction in February 2013. Construction is substantially complete and the segment is expected to open to the public in September 2015.

For the Lake Merritt BART to South Hayward BART portion of the East Bay Greenway, staff proposes to reinstate PA/ED activities. Work will build upon the adopted CEQA document for the 12-mile portion that constitutes a majority of the project mileage as well as lessons learned from implementation of Segment 7A. There are a number of reasons to reinstate PA/ED activities at this juncture. First, the passage of Measure BB permits consideration of alignment alternatives that provide a more direct facility with greater Class I mileage and broader co-benefits, but which were previously infeasible due to prohibitive right-of-way costs. Second, additional mileage at the northern and southern ends of the project which result in more logical termini can be environmentally cleared. Third, both state and federal environmental clearance will be achieved in order to position the project to attract federal grant funds. Finally, more robust preliminary engineering and design work will be conducted, including 35% level design drawings.

The Alameda CTC selection process to procure consultant services for this phase of the project began in January 2015 with Commission approval to release the RFP. RFP No. A15-0030 was released in April 2015. A pre-proposal meeting was held on May 6, 2015 and 31 firms were in attendance. Five proposals were received by the May 20, 2015 due date from the following firms:

- Alta Planning & Design
- BKF Engineers
- HNTB Corporation
- Mark Thomas & Company, Inc.
- Parsons Transportation Group

An independent selection panel comprised of representatives from the City of Oakland, City of San Leandro, City of Hayward, BART, East Bay Regional Park District and Alameda CTC reviewed the proposals and shortlisted three firms. Consultant interviews were conducted on June 16, 2015. Proposers were scored on the following criteria: knowledge and understanding, management approach and staffing plan, qualifications and interview effectiveness. At the conclusion of the evaluation process, HNTB Corporation was selected as the top ranked firm.

Staff negotiated with HNTB Corporation to perform the services necessary to complete the PA/ED Phase of the project and anticipates that a contract will be ready for execution in October 2015, pending approval of the Caltrans pre-award audit. The contract amount \$4,260,350 represents 7.8 percent of the estimated \$54,900,000 construction cost and is within the normal range of costs for similar Alameda CTC projects.

HNTB Corporation is a well-established local firm, the team is comprised of several certified local and small local firms, and is expected to exceed the 20 percent Disadvantaged Business Enterprise goal for the contract.

Staff recommends that the Commission authorize the Executive Director to execute a Professional Services Agreement with HNTB Corporation for a not to exceed amount of \$4,260,350 to provide services to complete the PA/ED Phase. The estimated duration to complete the PA/ED scope of services is three years.

The East Bay Greenway: Lake Merritt BART Station to South Hayward BART Station is an eligible project within the Gap Closure on Three Major Trails category of the 2014 Transportation Expenditure Plan (TEP No. 42/ PN 1457.000). Funds necessary for professional services for the PA/ED phase will utilize a combination of funds from a state Active Transportation Program Cycle 1 grant awarded in September 2014, Measure B Bicycle/Pedestrian Countywide Discretionary Funds programmed in December 2014, and Measure BB Gap Closure on Three Major Trails funds included in the FY2015-16 Measure BB Allocation Plan approved in March 2015.

**Levine Act Statement:** The HNTB Corporation Team did not report a conflict in accordance with the Levine Act.

**Fiscal Impact:** The action will authorize the encumbrance of \$4,260,350 in previously allocated project funds for subsequent expenditure. This amount is included in the appropriate project funding plans and sufficient budget has been included in the Alameda CTC Adopted FY 2015-2016 Operating and Capital Program Budget.

**Staff Contact:**

[Raj Murthy](#), Project Controls Team

[Chwen Siripocanont](#), Project Controls Team (Project Manager)

[Matthew Bomberg](#), Assistant Transportation Planner (Deputy Project Manager)



# Memorandum

5.5

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

**DATE:** September 8, 2015

**SUBJECT:** I-580 Westbound HOV Lane – East Segment (PN 1372.004): Approval of Cooperative Agreement Amendment with California Department of Transportation (Caltrans) for Construction of the Project

**RECOMMENDATION:** Authorize the Executive Director to enter into Amendment No. 4 to Cooperative Agreement 04-2397 with Caltrans for the construction phase of the I-580 Westbound HOV Lane – East Segment Project.

## Summary

The I-580 Westbound HOV Lane Project – East Segment Project will provide a westbound high occupancy vehicle (HOV) lane from the Greenville overcrossing to Isabel Avenue in Livermore; including rehabilitation of existing pavement. The project will increase capacity, safety and efficiency for commuters and freight along the primary trade corridor connecting the Bay Area with the Central Valley. The project scope now includes the infrastructure required for the I-580 Westbound Express Lane project as a contract change order (CCO) component. The project is nearing completion in early 2016 and requires an amendment to the existing agreement to: 1) extend the termination date of the agreement to December 2016; 2) add \$200,000 in funding; and 3) create flexibility in actual expenditure of capital and support costs for the CCO.

The total construction cost for the I-580 Westbound HOV Lane – East Segment Project is \$83,764,000, which is funded by various Federal and State sources and \$14,665,241 from Alameda County Measure B and other local funds (as shown in Table 1).

Caltrans advertised, awarded, and is administering (AAA) the construction of the project. The cooperative agreement amendment is required to move the project forward through completion of construction and establishes roles, responsibilities, and funding obligations between the Alameda County Transportation Commission (Alameda CTC) and Caltrans for the construction phase of the project.

## Background

The I-580 Westbound HOV Lane – East Segment Project is part of the I-580 Corridor Transportation Improvements between I-680 in Dublin and Greenville Road in Livermore. The I-580 improvements are being implemented as a series of projects along the corridor in partnership between Alameda CTC, Caltrans, and the cities of Livermore, Dublin and Pleasanton.

The I-580 Westbound HOV Lane Project is being delivered as two construction packages: the West Segment, from I-680 to Isabel Ave., and the East Segment, from Isabel Ave. to Greenville Road.

The East Segment project will widen I-580 to allow for the addition of a new HOV/HOT lane and to complete auxiliary lanes in westbound direction. The project is currently in the final stages of construction. Significant future milestones are as follows:

- Construction Complete – January 2016

Alameda CTC is the implementing agency for preliminary engineering, environmental studies, design, right-of-way acquisition, and utility relocation and Caltrans is the implementing agency for the construction contract for this project. The total construction cost for the I-580 Westbound HOV Lane – East Segment Project is \$83,764,000, which is funded by various Federal and State sources and \$14,665,241 from Alameda County Measure B and other local funds (as shown in Table 1).

**TABLE 1: FUNDING SUMMARY**

SOURCE	FUNDING PARTNER	FUND TYPE	CALTRANS			TOTAL
			CONST. SUPPORT	CONST. CAPITAL	CONST. CAPITAL & SUPPORT for A4 CCO	
State	CALTRANS	Bond - CMIA	\$6,515,000	\$35,345,000		\$41,860,000
State	CALTRANS	SHOPP	\$0	\$13,537,000		\$13,537,000
State	CALTRANS	TCRP	\$1,595,000	\$4,372,060		\$5,967,060
Federal	ALAMEDA CTC	Demo *	\$0	\$6,187,759		\$6,187,759
State	CALTRANS	TCRP (Federal Matching) *	\$0	\$1,546,940		\$1,546,940
Local	ALAMEDA CTC	Measure B, Other	\$0	\$965,241		\$965,241
Local (A4 CCO)	ALAMEDA CTC	Measure B, Other			\$13,700,000	\$13,700,000
Total			\$8,110,000	\$61,954,000	\$13,700,000	\$83,764,000

\* This fund type includes federal funds.



The proposed cooperative agreement, provided as Attachment A, establishes the roles, responsibilities, and funding obligations between Alameda CTC and Caltrans for the construction phase of the project and is required to move the project forward.

The project is nearing completion in early 2016 and requires an amendment to the existing agreement to: 1) extend the termination date of the agreement to December 2016; 2) add \$200,000 in funding; and 3) create flexibility in actual expenditure of capital and support costs for the CCO.

Staff recommends that the Commission authorize the Executive Director to enter into the construction phase cooperative agreement amendment (04-2397-A4) for the I-580 Westbound HOV Lane – East Segment.

**Fiscal Impact:** The fiscal impact for approving this item is \$200,000. The action will authorize the encumbrance of additional project funding for subsequent expenditure. This budget is included in the appropriate project funding plans and has been included in the Alameda CTC Adopted FY2015-2016 Operating and Capital Program Budget.

## **Attachments**

A. Draft Cooperative Agreement Amendment 04-2397-A4

## **Staff Contact**

[Raj Murthy](#), Project Controls Team

[Stefan Garcia](#), Project Controls Team

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**AMENDMENT NO. 4 TO AGREEMENT 04-2397**

This Amendment No. 4 to Agreement (AMENDMENT 4), entered into, and effective on \_\_\_\_\_, 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. 04-2397 (AGREEMENT) on December 23, 2011 defining the terms and conditions of cooperation between PARTNERS to advertise, award and administer a construction contract for a westbound HOV lane on I-580 from Greenville Road Overcrossing to west of Isabel Avenue Overcrossing and other ancillary improvements (aka East Segment), referred to as PROJECT.
2. PARTNERS entered into Amendment No. 1 (AMENDMENT 1) to AGREEMENT on November 7, 2012 to allow ALAMEDA CTC to be reimbursed for project management and design support in construction as a PROJECT cost. PARTNERS revised the funding sources and amounts in FUNDING SUMMARY A1 and inserted the appropriate billing articles. SCOPE SUMMARY A1 replaced the SCOPE SUMMARY attached to the AGREEMENT in its entirety. A SPENDING SUMMARY was added to the AGREEMENT.
3. PARTNERS entered into Amendment No. 2 (AMENDMENT 2) to AGREEMENT on November 8, 2013 to add \$1,815,000 for Construction Capital and \$185,000 for Construction Support for a total of \$2,000,000 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.
4. PARTNERS entered into Amendment No. 3 (AMENDMENT 3) to AGREEMENT on June 26, 2014 to add \$10,000,000, for Construction Capital and \$1,500,000 for Construction Support for a total of \$11,500,000 of Local funds for Construction. The increase in funding was due to a change in the scope of PROJECT to convert the HOV lane to an express lane through Contract Change Orders (CCOs) by constructing median barrier for toll gantries, overhead signs, lights, and California Highway Patrol (CHP) enforcement, electrical conduit placement for median lighting and tolling system, striping, roadside signs, and median drainage.

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 \$200,000 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 incorporate these revisions to the PROJECT funding and the OBLIGATION COMPLETION date into AGREEMENT.

**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) 286-5220  
Email: [issa\\_bouri@dot.ca.gov](mailto:issa_bouri@dot.ca.gov)

The primary agreement contact person for ALAMEDA CTC is:

Stefan Garcia, Project Manager  
1111 Broadway, Suite 800  
Oakland, California 94607  
Office Phone: (510) 208-7474  
Email: [sgarcia@alamedactc.org](mailto:sgarcia@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 this AMENDMENT.
3. The people signing this AMENDMENT 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: \_\_\_\_\_  
Interim District Budget Manager

By: \_\_\_\_\_  
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	Subtotal Support	Subtotal Capital	CON Capital & Support for A4 CCO	Subtotal Funds Type
STATE	CALTRANS	Bond - Corridor Mobility Improvement	\$35,345,000	\$6,515,000	\$6,515,000	\$35,345,000	-	\$41,860,000
STATE	CALTRANS	SHOPP	\$13,537,000	\$0	\$0	\$13,537,000	-	\$13,537,000
STATE	CALTRANS	Traffic Congestion Relief Program	\$4,372,060	\$1,595,000	\$1,595,000	\$4,372,060	-	\$5,967,060
FEDERAL	ALAMEDA CTC	Demo	\$6,187,759	\$0	\$0	\$6,187,759	-	\$6,187,759
STATE	CALTRANS	Traffic Congestion Relief Program (Federal Matching)	\$1,546,940	\$0	\$0	\$1,546,940	-	\$1,546,940
LOCAL	ALAMEDA CTC	Local	\$965,241	\$0	\$0	\$965,241	-	\$965,241
LOCAL (A4 CCO)	ALAMEDA CTC	Local	-	-	-	-	\$13,700,000	\$13,700,000
		Subtotals by Component	\$61,954,000	\$8,110,000	\$8,110,000	\$61,954,000	\$13,700,000	\$83,764,000

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# Memorandum

5.6

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• [www.AlamedaCTC.org](http://www.AlamedaCTC.org)

**DATE:** September 8, 2015

**SUBJECT:** Approval of Administrative Amendments to Various Project Agreements (2003-02, A07-0058, A08-0045, A11-0039, A14-0026)

**RECOMMENDATION:** Approve and 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 Commission approve and authorize the administrative amendment requests as 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.

**Levine Act Statement:** No firms reported a conflict in accordance with the Levine Act.

**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](#), Interim Deputy Director of Programming and Projects

[Raj Murthy](#), Project Controls Team

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

<b>Index No.</b>	<b>Firm/Agency</b>	<b>Project/Services</b>	<b>Agreement No.</b>	<b>Request</b>	<b>Reason Code</b>	<b>Fiscal Impact</b>
1	City of Oakland	Downtown Oakland Streetscape Improvement Project	2003-02	24 month time extension	1	None
2	City of Livermore	Isabel Avenue (SR84)/I-580 Interchange Improvements	A07-0058 and A08-0045	Phase budget realignment: Move \$74,377.51 between agreements from Construction to R/W capital phase	5	None
3	Kimley-Horn & Associates	I-80 ICM System Manager Services	A11-0039	18 month time extension	1	None
4	Alameda-Contra Costa Transit District	Transit Expansion of Transit Center at San Leandro BART	A14-0026	26 month time extension	1	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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