



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

Commission Chair
Vice Mayor Rebecca Kaplan,
City of Oakland

Commission Vice Chair
Mayor Bill Harrison,
City of Fremont

AC Transit
Director Elsa Ortiz

Alameda County
Supervisor Scott Haggerty, District 1
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART
Director Rebecca Saltzman

City of Alameda
Mayor Trish Spencer

City of Albany
Mayor Peter Maass

City of Berkeley
Councilmember Laurie Capitelli

City of Dublin
Mayor David Haubert

City of Emeryville
Councilmember Ruth Atkin

City of Hayward
Mayor Barbara Halliday

City of Livermore
Mayor John Marchand

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember Dan Kalb

City of Piedmont
Mayor Margaret Fujioka

City of Pleasanton
Mayor Jerry Thorne

City of San Leandro
Mayor Pauline Cutter

City of Union City
Mayor Carol Dutra-Vernaci

Executive Director
Arthur L. Dao

Alameda County Transportation Commission

Thursday, March 24, 2016, 2:00 p.m.

1111 Broadway, Suite 800 Oakland, CA 94607

Mission Statement

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

Public Comments

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

Recording of Public Meetings

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


Reminder

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

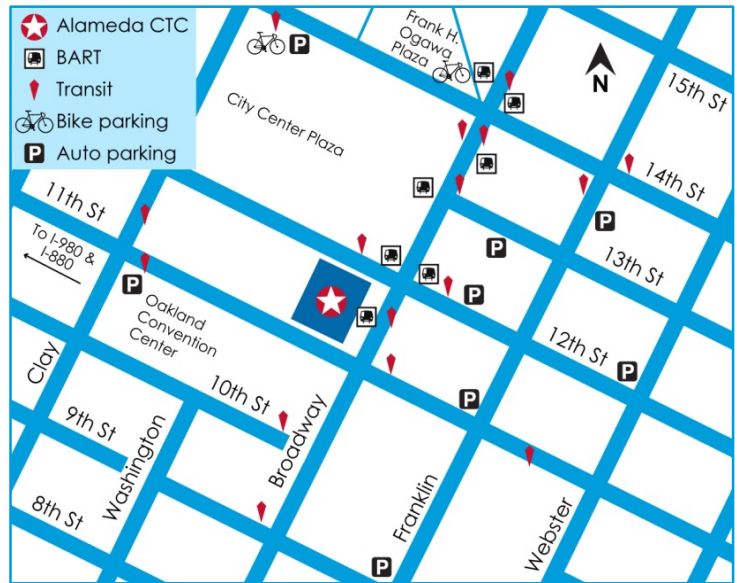
Glossary of Acronyms

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

Location Map

 Alameda CTC
1111 Broadway, Suite 800
Oakland, CA 94607

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



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

Accessibility

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



Meeting Schedule

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

Paperless Policy

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

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Commission Meeting Agenda

Thursday, March 24, 2016, 2 p.m.

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

Chair: Councilmember Rebecca Kaplan,
City of Oakland

Vice Chair: Mayor Bill Harrison,
City of Fremont

Executive Director: Arthur L. Dao

Clerk: Vanessa Lee

1. Pledge of Allegiance

2. Roll Call

3. Public Comment

4. Chair and Vice Chair Report

4.1. Recognition of Safe Routes to School Platinum Sneaker Award Recipient

5. Executive Director Report

6. Approval of Consent Calendar

On March 14, 2016 Alameda CTC standing committees approved all action items on the consent calendar, except Item 6.1 and 6.2.

	Page	A/I*
6.1. Approval of January 28, 2016 meeting minutes: Approval of the January 28, 2016 meeting minutes	1	A
6.2. Approval of February 25, 2016 meeting minutes: Approval of the February 25, 2016 meeting minutes	7	A
6.3. I-580 Express Lanes (PN 1373.000): Approve Amendment No. 1 to Service Agreement 15R390000 with the California Highway Patrol to extend the term of the agreement for two additional years and an additional budget of \$636,000 for a total not-to exceed amount of \$1,006,000.	15	A
6.4. I-580 HOV/Express Lanes (PN 1373.000, 1373.001): Monthly Operation Update	21	I
6.5. Congestion Management Program (CMP): Summary of Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments	29	I
6.6. Affordable Student Transit Pass Program: Review and approve the Student Transit Pass Program site selection and model program evaluation framework	33	A

*(A = Action Item; I = Information Item)

6.7.	Alameda CTC Measure BB Draft Capital Project Delivery Plan: Approve the Alameda CTC Measure BB Draft Capital Project Delivery Plan.	63	I
6.8.	Measure BB Community Development Improvement Program (MBB 045 / PN 1460.000): Approval of the Measure BB Community Development Investments Program Guideline	81	A
6.9.	FY2015-16 Mid-Year Budget Update: Approval of the FY2015-16 Mid-Year Budget Update	99	A
6.10.	Alameda CTC Commissioner Travel and Expenditure Reimbursement Policy: Approval of the Commissioner Travel and Expenditure Reimbursement Policy	117	A
7.	Community Advisory Committee Reports (Time limit: 3 minutes per speaker)		
7.1.	Bicycle and Pedestrian Advisory Committee - Midori Tabata, Chair	133	I
7.2.	Independent Watchdog Committee – Murphy McCalley, Chair	135	I
7.3.	Paratransit Advisory and Planning Committee – Sylvia Stadmire, Chair	147	I
8.	Planning, Policy and Legislation Committee Action Items On March 14, 2016, the Planning, Policy and Legislation Committee approved the following action items, unless otherwise noted in the recommendations.		
8.1.	Legislative Update: Receive an update on state and federal legislative activities and approve legislative positions.	149	A
9.	Programs and Projects Committee Action Items On March 14, 2016, the Programs and Projects Committee approved the following action items, unless otherwise noted in the recommendations.		
9.1.	Comprehensive Investment Plan (CIP) 2016 Update: Programming and Allocation List and Principles and Assumptions: <ul style="list-style-type: none"> • Approve the Programming and Allocation List, Principles and Assumptions for the CIP 2016 Update; • Execution of Funding Agreements and/or Cooperative Agreements with Sponsors and Project Partners; • Initiation of Contract Procurement to obtain necessary professional services contracts to advance Projects and Programs that are directly managed by Alameda CTC, and Encumbrances for Costs Incurred Directly by the Alameda CTC 	159	A
9.2.	2016 State Transportation Improvement Program Update	169	A

10. Member Reports

11. Adjournment

Next meeting: April 28, 2016

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

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Alameda County Transportation Commission Meeting Minutes

Thursday, January 28, 2016, 2:00 p.m.

6.1

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

1. Pledge of Allegiance

2. Roll Call

A roll call was conducted. All members were present except Commissioner Miley, Commissioner Chan, Commissioner Carson and Commissioner Kalb.

Subsequent to the roll call:

Commissioners Carson and Miley arrived during Item 4.2. Commissioner Campbell-Washington arrived as an alternate for Commissioner Chan during Item 4.2. Commissioner Kalb arrived during Item 5.

Commissioner Fujioka left during Item 7.2. Commissioners Spencer and Freitas left during Item 8.1. Commissioners Maass, Carson, and Atkin left during item 9.1.

3. Public Comment

There was one public comment made by Jason Bezis raising concerns regarding the use of public funds on Measure BB campaign materials and the Yes on BB campaign.

4. Election of Chair and Vice Chair

4.1. Election of Commission Chair and Vice Chair: Approve the election of the Commission Chair and Vice Chair and assign Commission standing committee members; and make other local and regional transportation committee assignments to serve during calendar year 2016

Commissioner Haggerty moved to nominate Commissioner Kaplan as Chair of the Alameda County Transportation Commission. Commissioner Capitelli seconded the motion. The motion passed with the following votes:

Yes: Kaplan, Haggerty, Spencer, Haubert, Marchand, Fujioka, Cutter, Harrison, Valle, Maass, Atkin, Freitas, Thorne, Ortiz, Saltzman, Capitelli, Halliday, Dutra-Vernaci

No: None

Abstain: None

Absent: Miley, Carson, Chan, Kalb

Commissioner Kaplan moved to nominate Commissioner Harrison as Vice-Chair of the Alameda County Transportation Commission. Commissioner Capitelli seconded the motion. The motion passed with the following votes:

Yes: Kaplan, Haggerty, Spencer, Haubert, Marchand, Fujioka, Cutter, Harrison, Valle, Maass, Atkin, Freitas, Thorne, Ortiz, Saltzman, Capitelli, Halliday, Dutra-Vernaci
No: None
Abstain: None
Absent: Miley, Carson, Chan, Kalb

4.2. Chair and Vice Chair Report

Chair Kaplan recognized outgoing Chair Haggerty for his leadership and service to the Alameda County Transportation Commission. She also presented him with Resolution 16-001 and a plaque of appreciation on behalf of the Commission. Commissioner Marchand presented outgoing Chair Haggerty with a proclamation from the City of Livermore and thanked him for his years of transportation advocacy and service specifically in the tri-Valley.

5. Executive Director Report

Art Dao stated his Executive Director report could be found on the Alameda CTC website as well as the in the Commissioners' folders. He congratulated the newly elected Chair and Vice Chair of the Commission and also expressed his appreciation for outgoing Chair Haggerty.

6. Consent Calendar

- 6.1. Approval of December 3, 2015 meeting minutes: Approval of the December 3, 2015 meeting minutes
- 6.2. 2016 Calendar year Meeting Schedule: Approval of the 2016 calendar Year meeting schedule
- 6.3. I-580 Corridor High Occupancy Vehicle/Express Lane Projects (PN 1373.000/1368.004/1373.001/1372.004/1372.005): Monthly Progress Report
- 6.4. Congestion Management Program (CMP): Summary of Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments
- 6.5. 2016 Alameda Countywide Transportation Plan (CTP): Approval of performance measures for the 2016 Countywide Transportation Plan (CTP).
- 6.6. SR-24 Caldecott Tunnel Settlement Projects (PN 716.0): Approval and Authorization to Restate and Execute Amendment No. 1 to Cooperative Agreement No. A11-0035 with the City of Berkeley
- 6.7. Approval of Administrative Amendments to Various Project Agreements (A11-038, A09-006, A10-010, A13-0020)
- 6.8. FY2016-17 Administration Support Services Contracts Plan: Approve the FY2016-17 Administration Support Professional Services Contracts Plan
- 6.9. Alameda CTC Community Advisory Appointments Approval
Commissioner Fujioka requested corrections of several grammatical errors to the Alameda CTC minutes. Art Dao stated that the grammatical errors would be corrected in the agency record.

Commissioner Saltzman asked if the agency planned to reschedule the Oakland Transportation Open House. Tess stated that the event was cancelled due to a potentially threatening phone call and staff is working with local jurisdictions and partner agencies to get feedback on the plan from the northern part of the county.

Commissioner Atkin requested more information the Caldecott Tunnel settlement agreements identified in item 6.6. Art stated that the settlement amounts for the Caldecott Tunnel were negotiated mitigation for the cities impacted by the project. Vivek Bhat stated that there are two exclusive agreements with Berkeley and Oakland, and each has its own individual project list.

Commissioner Spencer pulled item 6.8 from the Consent Calendar for further discussion. There was also a public comment on Item 6.8 made by Jason Bezis regarding concerns surrounding approval of the legal services contract with Wendel Rosen Black and Dean.

Commissioner Spencer raised concerns regarding the Wendel Rosen Black and Dean professional services contract and requested that the Commission be provided more information on the appearance of impropriety. Art Dao stated that under the agency's current contracting policy, the consultants' performance is evaluated on an annual basis and the professional services contracts are extended for a term of up to five years. Art stated that if this item is approved, the legal services contract will be in its final fifth year of service and a request for proposals would be issued next fiscal year. Zack Wasserman from Wendel Rosen Black and Dean spoke on behalf of the firm stating that there were no conflicts of interests as alleged by Mr. Bezis, and stated that the firm was in compliance with all laws and regulations when representing the Alameda CTC as well as the Yes on BB Campaign. Commissioner Valle, Chair of the Finance and Administration Committee, stated that the committee reviewed item 6.8 in detail and unanimously recommended approval of the item to the full Commission.

Commissioner Haggerty moved to approve Item 6.8. Commissioner Valle seconded the motion. Commissioner Atkin made a substitute motion to approve all contracts listed in Item 6.8 with the exception of the Wendel Rosen Black and Dean contract. Chair Kaplan requested that a roll call vote be conducted for the substitute motion. The substitute motion failed with the following votes:

Yes: *Kaplan, Spencer, Haubert, Atkin*
No: *Haggerty, Miley, Marchand, Fujjoka, Cutter, Harrison, Valle, Carson, Maass, Freitas, Thorne, Kalb, Ortiz, Campbell-Washington, Saltzman, Capitelli, Halliday, Dutra-Vernaci*
Abstain: None
Absent: None

Commissioner Dutra-Vernaci then moved to reaffirm the original motion to approve Item 6.8. Commissioner Haggerty seconded the motion. The original motion to approve Item 6.8 passed with the following votes:

Yes: *Kaplan, Haggerty, Miley, Haubert, Marchand, Fujioka, Cutter, Harrison, Valle, Carson, Maass, Atkin, Freitas, Thorne, Kalb, Ortiz, Campbell-Washington, Saltzman, Capitelli, Halliday, Dutra-Vernaci*
No: *Spencer*
Abstain: None
Absent: None

Commissioner Dutra-Vernaci moved to approve the remainder of the Consent Calendar. Commissioner Atkin seconded the motion. Commissioner Ortiz abstained on the vote on item 6.1. The motion passed with the following votes:

Yes: *Kaplan, Haggerty, Miley, Spencer, Haubert, Marchand, Fujioka, Cutter, Harrison, Valle, Carson, Maass, Atkin, Freitas, Thorne, Kalb, Ortiz, Campbell-Washington, Saltzman, Capitelli, Halliday, Dutra-Vernaci*
No: None
Abstain: *Ortiz (Item 6.1)*
Absent: None

7. Community Advisory Committee Reports

7.1. Bicycle and Pedestrian Advisory Committee (BPAC)

Midori Tabata, Chair of BPAC, stated that the committee last met on January 7, 2016. The committee received an update on the Emeryville Christie Ave Bay Trail Gap Project, the Safe Routes to School and Bicycle Safety Programs and the iBike Campaign.

7.2. Independent Watchdog Committee (IWC)

Murphy McCalley, Chair of the IWC, stated that the committee last met on January 11, 2016. The committee received an update on Measure B and Measure BB compliance as well as an update on delivery of Measure B and Measure BB projects and programs. He concluded by stating that the committee will be reviewing the IWC issues identification process and form.

There was a public comment on this Item made by Jason Bezis regarding the desire to contact members of the IWC committee directly as opposed to working through Alameda CTC staff.

7.3. Paratransit Advisory and Planning Committee (PAPCO)

Sylvia Stadmire, Chair of PAPCO, stated that the committee last met on January 25, 2016. The committee finalized the recommendation for implementation guidelines and performance measures and had a discussion regarding improvements to the hospital discharge and wheelchair scooter breakdown transportation services programs.

8. Planning, Policy and Legislation Committee Action Items

8.1. Legislative Update: Receive an update and approve the final 2016 Alameda CTC Legislative Program.

Tess Lengyel provided an update on state and federal legislative initiatives and recommended that the Commission approve the final draft 2016 legislative program. Tess provided an update on the federal budget and federal transportation issues and covered the governor's budget and legislative activities and policies at the state level.

Commissioner Atkin stated that she would like to see more information on the disabled person parking plaques issue included in the legislative program. Art stated that staff is watching the issue and will bring any bills back to the Commission that pertain to disabled person parking.

Commissioner Cutter wanted to know if staff could provide letters to each city to send to legislators regarding Fraziers proposals. Tess stated that a letter was sent on behalf of the Commission and staff would provide the letter templates to the Mayors.

Commissioner Cutter moved to approve this item. Commissioner Marchand seconded that motion. The motion passed with the following votes:

Yes: Kaplan, Haggerty, Miley, Spencer, Haubert, Marchand, Fujioka, Cutter, Harrison, Valle, Carson, Maass, Atkin, Freitas, Thorne, Kalb, Ortiz, Campbell-Washington, Saltzman, Capitelli, Halliday, Dutra-Vernaci

No: None

Abstain: None

Absent: Spencer, Fujioka, Freitas

9. Programs and Projects Committee Action Items

9.1. Measure B, BB and VRF Program and Capital Projects Update

John Nyguen and Richard Carney presented the Measure B, BB and VRF Programs and Capital Projects Update. John covered the history of Measure B and provided information on Measure B Distributions, specifically direct local distributions and discretionary grants. John also provided a brief history of the VRF program and distributions, as well as a discussion of the history and distributions for Measure BB. John covered discretionary grants selection and administration process, reviewed the 13 discretionary grants projects in Measure B and reviewed future funding decisions for

Measure BB discretionary funds. He concluded by reviewing next steps for Measure B, Measure BB and VRF programs.

Richard Carney reviewed the Alameda CTC Capital Program. He covered capital project allocations to date and active projects by phase. Richard also reviewed development of the Measure BB Capital Program and concluded by stating that a Measure BB Capital Project Delivery Plan was being developed.

This item was for information only.

10. Member Reports

There were no member reports.

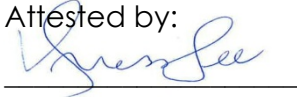
11. Adjournment

The next meeting is:

Date/Time: February 25, 2016 @ 2:00 p.m.

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

Attested by:





1. Pledge of Allegiance

2. Roll Call

A roll call was conducted. All members were present except Commissioner Chan, Commissioner Miley, Commissioner Carson, Commissioner Kalb and Commissioner Fujioka.

Commissioner Worthington was present as an alternate for Commissioner Capitelli.

Subsequent to the roll call:

Commissioner Kalb arrived during Item 3. Commissioner Campbell-Washington arrived as an alternate for Commissioner Chan during Item 4. Commissioner Miley arrived prior to the vote on Item 6.

Commissioner Marchand, Commissioner Frietas, Commissioner Campbell- Washington Commissioner Haggerty were excused after the vote on item 8.1.

Commissioner Haggerty arrived back at the meeting during Closed Session Item 10.1.

3. Public Comment

There was one public comment made by Ken Bukowski regarding the Assembly Select meeting and MTC merger. Jason Bezis also made a public comment regarding his concerns with Alameda CTC's legal services contract with Wendel Rosen Black and Dean as well as Alameda CTC's contract with Clifford Moss LLC.

4. Chair and Vice Chair Report

Chair Kaplan stated that the Alameda CTC standing committee assignments could be found in the Commissioners folders. She stated that new assignments will be effective March 1, 2016 and new committee times will be effective April 1, 2016.

5. Executive Director Report

Art Dao stated his Executive Director report could be found on the Alameda CTC website as well as the in the Commissioners' folders. He stated that the I-580 corridor lanes opened and the ribbon cutting ceremony was scheduled for February 26, 2016. Art also mentioned that staff was scheduling a code of ethics training for the Commission in the months of March or April.

6. Consent Calendar

- 6.1. Approval of January 28, 2016 meeting minutes: Approval of the January 28, 2016 meeting minutes
- 6.2. I-580 Express Lanes Operation and Maintenance Agreement with Caltrans: Approval of the Operations and Maintenance Agreement with Caltrans for the Support Services Necessary for Express Lane Implementation
- 6.3. Congestion Management Program (CMP): Summary of Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments
- 6.4. Rail Strategy Study: Approval to request obligation of a federal earmark; allocate Measure BB funds for required local match, issue an RFP for consultant services; and authorize Executive Director to enter into and execute all related agreements.
- 6.5. California Transportation Commission January 2016 Meeting Summary
- 6.6. Measure B, Measure BB, and Vehicle Registration Fee Master Programs Funding Agreements and Performance Measures for Direct Local Distributions (DLD): Approval to authorize the Executive Director to Execute Master Program Funding Agreements with DLD Fund recipients.
- 6.7. 2016 State Transportation Improvement Program Update
- 6.8. Paratransit Gap Grant Program: Cycle 5 FY 2016-17 Extensions: Approval of a 1 Year Extension to the Cycle 5 Gap Grant Program
- 6.9. Transportation Fund for Clean Air (TFCA) FY 2016-17 Expenditure Plan Application: Approval of Fiscal Year 2016-17 TFCA Expenditure Plan Application
- 6.10. Alameda County Three Year Project Initiation Document (PID) Work Plan: Approval of Three-Year PID Work Plan for Alameda County
- 6.11. Proposition 1B Transit System Safety, Security and Disaster Response Account (TSSSDRA) Funds:
 1. Approval to Adopt Resolution No. 16-003 which authorizes the execution of Grant Assurance documents for the TSSSDRA Program and appoints the Executive Director or designee as the Alameda CTC's authorized agent, to execute the Grant Assurances, grant applications, funding agreements, reports or any other documents necessary for project funding and TSSSDRA program compliance, and
 2. Approval to authorize the Executive Director, or his designee, to submit project applications requesting allocations for FY 2015-16 TSSSDRA funds.
- 6.12. Route 84 Expressway Widening Project (PN 1210.002, 1210.003) Right of Way Phase Budget Augmentation and Contract Amendment No. 4 to Professional Services Agreement No. A05-0004 with URS Corporation:
 1. Approval of Right of Way Phase Budget; and
 2. Approval of Amendment No. 4 to the Professional Services Agreement No. A05-0004 with URS to Provide Design Services During Construction, Engineering Support for Right of Way Acquisitions, Utility Relocation, Environmental Mitigation and Landscape Design

- 6.13.I-580 and I-680 Express Lanes (PN 1373.000/1369.000) Contract Amendment and Procurement Actions:
1. Approval of Amendment No. 2 to Professional Services Agreement No. A11-0033 with CDM Smith, Inc. for augmenting scope of services and including additional budget of \$300,000 for a total not-to-exceed budget of \$1,733,934 for System Manager Services in current fiscal year 2015/16
 2. Approval to release a Request for Proposals and authorize the Executive Director to negotiate a Professional Services Agreement with the top ranked firm for System Manager Services in fiscal year 2016/17
- 6.14. Approval of Administrative Amendments to Various Project Agreements (A07-011.BKF.Ph2, A99-0003, A12-0050, A12-0024, A08-017.TYLin, A08-017.RM(NS) and A10-0026): 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.
- 6.15. FY2015-16 Second Quarter Investment Report: Approval of the FY2015-16 Second Quarter Investment Report
- 6.16. FY2015-16 Second Quarter Financial Report: Approval of the FY2015-16 Second Quarter Financial Report
- 6.17. Approval of Alameda CTC Community Advisory Appointments

There was a public comment on Item 6.1 made by Jason Bezis regarding his concern with the lack of detail on public comments on Alameda CTC's January 28, 2016 meeting minutes. The recommended approval on Item 6.1 was deferred to the March 24, 2016 Commission meeting.

Commissioner Cutter asked if approval of Item 6.4 would give the Commission an opportunity to talk about getting rails completed in the greenway. Art stated that the grant is in anticipation of adoption of the Alameda CTC's Goods Movement plan. The item focuses specifically on rail as a mode related to the Goods Movement Plan and staff will evaluate if there is an opportunity to start making investments in creating a high capacity freight corridor that can be effectively used for other modes in the plan.

Commissioner Cutter moved to approve item 6.4. Commissioner Dutra-Vernaci seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Haggerty, Valle, Campbell-Washington, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Marchand, Freitas, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci

No: None

Abstain: None

Absent: Fujioka, Carson

Commissioner Ortiz requested further discussion on Item 6.6. She wanted to acknowledge the collaborative effort between AC Transit and Alameda CTC in updating the funding agreements in relation to mass transit.

Commissioner Ortiz moved to approve item 6.6. Commissioner Saltzman seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Haggerty, Valle, Campbell-Washington, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Marchand, Freitas, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson

Commissioner Cutter wanted further discussion on Item 6.7. She wanted to know if funding for landscaping on the Davis street interchange had been identified. Art stated that Item 6.7 is for information only but he did mention that there is funding identified for design work and the City of San Leandro will need to allocate funding to ensure that the additional landscaping scope is met.

Commissioner Cutter moved to approve Item 6.7. Commissioner Ortiz seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Haggerty, Valle, Campbell-Washington, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Marchand, Freitas, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson

Commissioner Atkin moved to approve the remainder of the Consent Calendar. Commissioner Worthington seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Haggerty, Valle, Campbell-Washington, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Marchand, Freitas, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson

7. Community Advisory Committee Reports

7.1. Bicycle and Pedestrian Advisory Committee (BPAC)

There was no one present from BPAC.

7.2. Independent Watchdog Committee (IWC)

There was no one present from IWC.

7.3. Paratransit Advisory and Planning Committee (PAPCO)

Sylvia Stadmire, Chair of PAPCO, stated that the committee last met on February 22, 2016. The committee received an update on the paratransit portion of the countywide plan, were given information on needs assessment, and review gap grants. Sylvia concluded by reviewing vacancies on the committee.

There was a public comment on this item made by Jason Bezis suggesting that the Chair of the PAPCO Committee receive training as a state or governmental agent as to not engage in viewpoint discrimination towards members of the public who wish to address the Commission. Mr. Bezis also asserted that language used on the Measure BB sample ballot regarding job creation in Alameda County was not consistent with language in the study developed by the Bay Area Economic Council.

8. Planning, Policy and Legislation Committee Action Items

8.1. Legislative Update: Receive an update and approve the final 2016 Alameda CTC Legislative Program.

Tess Lengyel provided an update on state and federal legislative initiatives and recommended that the Commission approve a support and seek amendment position on AB 1591. She introduced Emily Bacque from CJ Lake, to give a more detailed presentation on legislation. Emily provided detailed information on FastAct, the President's budget, and the TIGER grant notice of funding. She concluded by providing the Commission with a legislative outlook for the year.

Commissioner Kaplan asked if there will be a coordinated application process between cities and local jurisdictions for the TIGER grant. Tess stated that the TIGER grant notice for funding was just released and staff is developing strategies on pursuing the grant.

Commissioner Kalb stated that amendments should emphasize that cap and trade funds be used specifically for what they were allocated for and amendments should also ensure that electric vehicle surcharges be on par with gas vehicle taxes.

There was a public comment on this item by Jason Bezis regarding the TIGER grant and his concern with Measure BB campaign activities during a ribbon cutting ceremony for

the Iron Horse Trail in Pleasanton. Mr. Bezis then made a verbal request to receive documents related to the Iron Horse Trail ribbon cutting ceremony pursuant to the Public Records Act.

Chair Kaplan moved to approve this item. Commissioner Dutra-Vernaci seconded the motion. The motion passed with the following votes:

Yes: Ortiz, Haggerty, Valle, Campbell-Washington, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Marchand, Freitas, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci

No: None

Abstain: None

Absent: Fujioka, Carson

8.2. Final Countywide Goods Movement Plan: Approval of the Final Countywide Goods Movement Plan and Companion Resolution Concerning Environmental and Health Impacts from Goods Movement System final Countywide Goods Movement Plan.

Tess Lengyel recommended that the Commission approve the Final Countywide Goods Movement Plan and Companion Resolution Concerning Environmental and Health Impacts from Goods Movement System final Countywide Goods Plan. She stated that the Commission approved the draft plan on December 3, 2015. A range of stakeholders reviewed and commented on the Draft Plan during the month of December and staff is recommending approval of the Final Countywide Goods Movement Plan which incorporates stakeholder's comments. Tess also stated that a companion Resolution was included in the recommended approval. The Resolution address public health issues and reference the bullet points outlined in the Ditching Dirty Diesel handout provided to the PPLC committee members at the February 8, 2016 meeting.

Commissioner Haggerty requested that there be a report from the Air District regarding air quality at a future date.

Chair Kaplan distributed a handout from the Ditching Dirty Diesel collaborative, which suggested that the Commission include additional language to the companion Resolution regarding addressing future and existing health impacts.

There were public comments on this item regarding the companion resolution and development of the plan made by Jill Ratner, Nate Henderson, Tony Fischer, Matt Davis, Dr. Jimmy O'Day, Aron Reaven, Dr. Montu Davis, Joel Irvin, Paul Court, Frank Allen, Mike Jacob, Tim Little and Margaret Gordon.

Before the vote on the item, Commissioner Spencer asked for input from staff and legal counsel regarding inclusion of the additional Resolution language that was handed out to the Commission. Art stated that the language received may impact project

delivery. He also stated that the Commission approved creation of the Goods Movement Planning committee, which can discuss the Resolution further if approved. Zack Wasserman suggested that the Commission approve the Resolution as is, and if needed, to bring any other amendments to reduce impacts and address community issues to the Commission at a future time.

Commissioner Cutter moved to approve the item adding a commitment from staff to bring any addition issues surrounding impacts and community concerns to the Goods Movement planning committee. Commissioner Halliday seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Valle, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson, Marchand, Campbell-Washington, Freitas, Haggerty

9. Finance and Administration Committee Action Items

9.1. Amendment to the Alameda CTC Administrative Code in order to create the Goods Movement Planning Committee and Transit Planning Committee as “Standing Committees” of the Commission: Approve an amendment to the Alameda CTC Administrative Code in order to create the Goods Movement Planning Committee and Transit Planning Committee as “Standing Committees” of the Commission

Tess Lengyel recommended that the Commission approve an amendment to the Alameda CTC Administrative Code in order to create the Goods Movement Planning Committee and Transit Planning Committee as “Standing Committees” of the Commission. She stated that these Committees would meet on an as-needed basis and serve in an advisory capacity to the governing body of the Commission

Commissioner Kalb moved to approve this item. Commissioner Saltzman seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Valle, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson, Marchand, Campbell-Washington, Freitas, Haggerty

10. I-580 Express Lane Policy Committee Action Items

10.1. I-580 Corridor High Occupancy Vehicle/Express Lane Projects (PN 1373.000/1368.004/1373.001/1372.004/1372.005): Monthly Progress Report

Art Dao stated that the Express Lanes were opened in the I-580 Corridor. He reminded members of the public to get the Fastrak Flex transponder and thanked staff for their work on developing and delivering the opening of the lanes.

This item was for information only.

11. Closed session

11.1. Conference with Legal Counsel pursuant to Government Code section 54956.9(d)(2): Potential exposure to litigation; one potential action.

The Commission went to Closed Session pursuant to Government Code section 54956.9(d)(2): Potential exposure to litigation.

There was a public comment on this item made by Jason Bezis regarding his disapproval of the announcement of the Closed Session agenda item as well as the Closed Session for the July Commission meeting.

11.2. Report on Closed Session

Commissioner Kaplan stated that as a result of the closed session it is recommended that the Commission authorize the hiring of independent legal counsel to investigate the Fair Political Practices Commission complaint against Alameda CTC.

Commission Kaplan moved to approve the recommended action. Commission Dutra-Vernaci seconded the motion. The motion passed with the following vote:

Yes: Ortiz, Haggerty, Valle, Miley, Saltzman, Spencer, Maass, Worthington, Haubert, Atkin, Harrison, Halliday, Kalb, Kaplan, Thorne, Cutter, Dutra-Vernaci
No: None
Abstain: None
Absent: Fujioka, Carson, Marchand, Campbell-Washington, Freitas

There was a public comment on this item made by Jason Bezis raising concerns regarding the appropriateness of Wendel Rosen Black and Dean to continue to act as legal counsel for any matters concerning the adoption process for Measure BB or funds spent on informational materials for the Measure BB campaign.

12. Member Reports

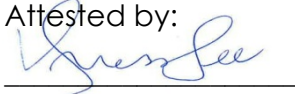
There were no member reports.

13. Adjournment

The next meeting is: March 24, 2016 @ 2:00 p.m

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

Attested by:





Memorandum

6.3

1111 Broadway, Suite 800, Oakland, CA 94607

PH: (510) 208-7400

www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: I-580 Express Lanes (PN 1373.000): Amendment No. 1 to Agreement No. 15R390000 with the California Highway Patrol

RECOMMENDATION: Approve Amendment No. 1 to Service Agreement 15R390000 with the California Highway Patrol to extend the term of the agreement for two additional years and an additional budget of \$636,000 for a total not-to exceed amount of \$1,006,000.

Summary

The Alameda CTC operates and maintains the I-580 Express Lanes to provide travel time savings and travel reliability for the traveling public. The Alameda CTC maintains an agreement with the California Highway Patrol (CHP) to provide the necessary patrol and enforcement services that are an essential element of maintaining optimal operations on the Express Lanes. The current agreement expires on June 30, 2016, and an extension of this service agreement will ensure continued and seamless enforcement by the CHP, which is necessary for the operation of the I-580 Express Lanes.

Background

Pursuant the California Streets and Highway Code Section 149.5, which authorizes agreements between the Commission and the Department of the California Highway Patrol (CHP) to identify procedures for enforcement by the CHP to prohibit unauthorized use of the express lanes, and to reimburse this state agency for the enforcement activities. Since the opening of the express lane facility last month, the CHP has been providing reimbursable enforcement/traffic control services along the I-580 corridor. On a regular basis during the work week, CHP officers patrol the corridor to pullover suspected toll violators in addition to enforcing overall traffic safety. Due to the implementation of the new video enforcement system (VES), it is anticipated that the level of effort for toll evasion enforcement and motorist education will be higher in the first six to nine months of express lanes operations. It is expected that once drivers in the Corridor have adapted to the new driving environment and became more attuned to the express lanes operations, the level of effort for CHP patrol may be reduced.

At its April 2015 meeting, the Commission had approved the original agreement with the CHP for enforcement and traffic control services necessary for the I-580 Express Lanes

implementation in the amount of \$370,000. This current agreement expires on June 30, 2016, and an extension of this service agreement will ensure continued coverage by the CHP, which is necessary for the operation of the I-580 Express Lanes. Therefore, staff recommends that the Commission authorize the Executive Director to execute Amendment No. 1 to the Agreement No. 15R390000 with the CHP to extend the term of the Agreement to June 30, 2018 and include additional compensation in the amount of \$636,000, for a revised total not-to exceed amount of \$1,006,000.

Fiscal Impact: Approval of the requested action will encumber future toll revenue funds in the amount of \$636,000 over a two-year period, and subject to the Commission's approval of the annual operating budgets. The necessary funds will be incorporated into the Alameda CTC FY 2016-17 and FY 2017-18 Annual Operating Budgets.

Attachments

- A. Summary of Agreement No. 15R390000
- B. Project Location Map

Staff Contact

[Kanda Raj](#), Express Lanes Program Manager

[Liz Rutman](#), Express Lanes Operation and Maintenance Manager

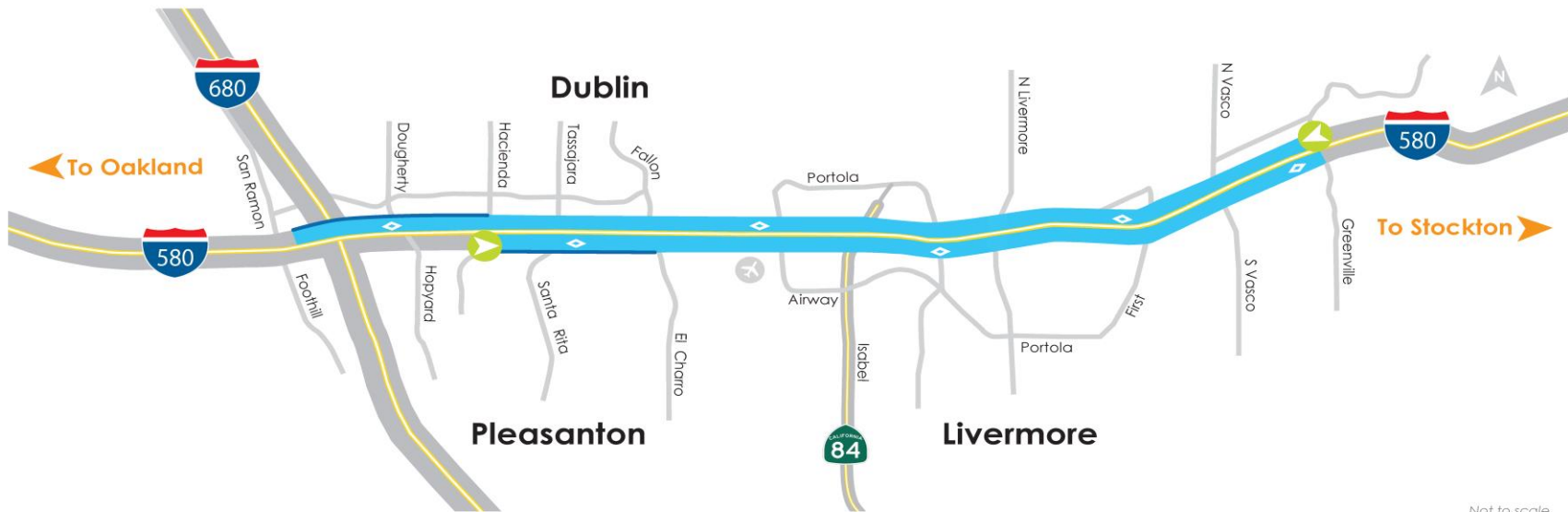
Summary of Agreement No. 15R390000			
Agreement Status	Work Description	Value	Total Not-to-Exceed Value
Original Agreement April 23, 2015	Enforcement to deter toll evasion and occupancy violations, in both directions of I-580, Monday through Friday, October 2015 through June 2016	\$370,000	\$370,000
Amendment No. 1 March 24, 2016	Enforcement to deter toll evasion and occupancy violations, in both directions of I-580, Monday through Friday, July 2016 through June 2018	\$636,000	\$1,006,000
Total Amended Agreement Not-to-Exceed Amount			\$1,006,000

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I-580 Express Lanes Project Location Map

6.3B



Not to scale



Two Eastbound Express Lanes

Lanes begin at Hacienda

No entry/exit from eastbound express lanes from Hacienda to Fallon / El Charro.

Please note: For access to Santa Rita Road, do not enter express lanes.



One Westbound Express Lane

Lane begins at Greenville

No entry/exit from westbound express lane from Hacienda to end.

Please note: For access to I-680 or Dougherty, exit express lane before Hacienda.

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DATE: March 17, 2016

SUBJECT: I-580 HOV/Express Lanes (PN 1373.000, 1373.001): Monthly Operation Update

RECOMMENDATION: Receive a status update on the operation of I-580 HOV/Express Lane

Summary

The Alameda CTC is the project sponsor of the I-580 Corridor High Occupancy Vehicle (HOV)/Express Lane Projects along the I-580 corridor in the Tri-Valley that are now in operation, opened to traffic on February 19th and 22nd of 2016. The I-580 HOV/Express Lane facility limits are: From Hacienda Drive to Greenville Road in the eastbound and from Greenville Road to San Ramon Road/Foothill Road in the westbound directions. See Attachment A – Project Location Map.

Initial observation indicates that the facility provides travel benefits such as travel time savings and travel reliability to the commuters.

Background

Recently completed I-580 Corridor projects provide increased capacity, safety and efficiency for commuters and freight along the primary corridor connecting the Bay Area with the Central Valley. In its role as project sponsor, the Alameda CTC closely worked with Caltrans, California Highway Patrol, the Metropolitan Transportation Commission, Alameda County, and the cities of Livermore, Dublin, and Pleasanton to deliver the projects. The last of such corridor improvements is the I-580 HOV/Express Lanes that was opened to traffic on February 19th and 22nd of 2016, in the eastbound and westbound directions, respectively.

Patrons that have been using the I-580 HOV/Express Lanes facility are enjoying travel time savings and travel reliability benefits, as the express lanes optimize the corridor capacity by providing a new choice to drivers. As anticipated, lane use continues to ramp up, and is expected to stabilize over time. Carpool, clean-air vehicles, motorcycles and transit vehicles are enjoying the benefits of toll-free travel in the two new HOV lanes, one each in each direction.

Minor construction activities are ongoing within the corridor and are expected to be completed in summer 2016. See Attachment B for additional information.

As reported in previous updates, broad public outreach and education activities have been underway throughout the I-580 corridor commute shed, including paid and earned media, special events and employer and other stakeholder outreach. These efforts will continue through the end of Fiscal Year 2015/16 in order to promote the benefits of the lanes, emphasize proper use of the facility, and encourage the public to obtain FasTrak and FasTrak flex toll tags. Staff will provide a presentation at the March meeting.

Fiscal Impact: There is no fiscal impact due to this item.

Attachments

- A. I-580 Corridor Express Lane Projects – Location Map
- B. I-580 HOV Lane Projects – Construction Update
- C. Summary of Toll System Construction Contract Change Orders

Staff Contact

[Kanda Raj](#), Express Lanes Program Manager

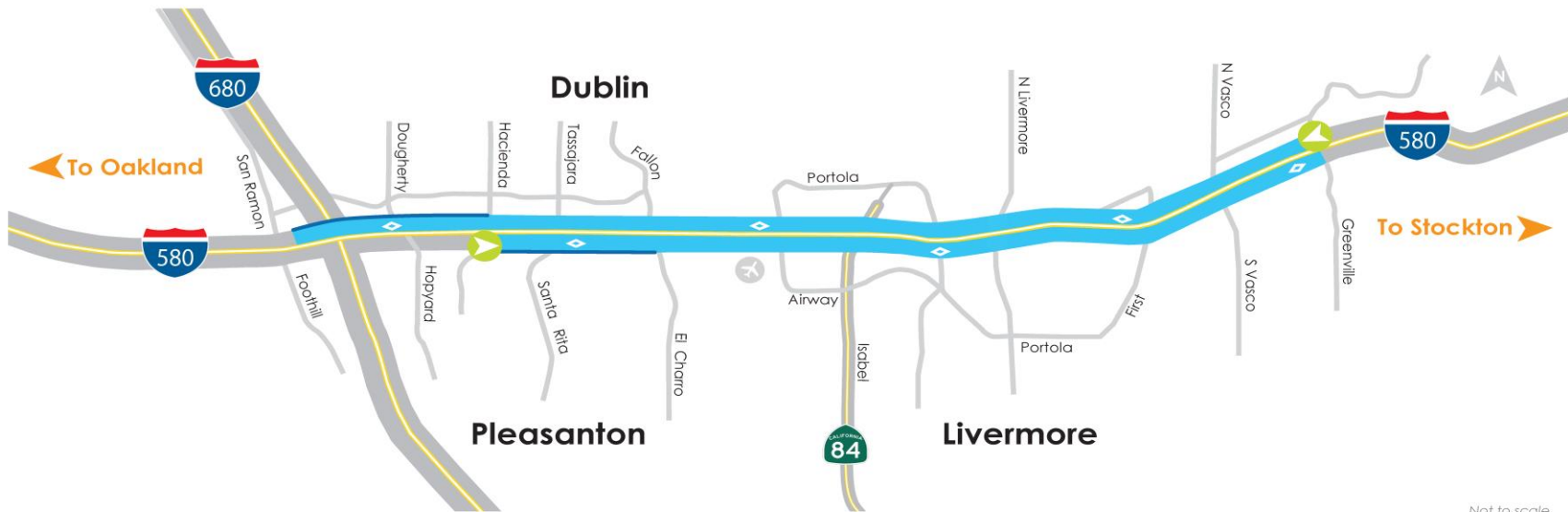
[Stefan Garcia](#), Construction Program Manager

[Heather Barber](#), Communication Manager



I-580 Express Lanes Project Location Map

6.4A



Not to scale



Two Eastbound Express Lanes

Lanes begin at Hacienda

No entry/exit from eastbound express lanes from Hacienda to Fallon / El Charro.

Please note: For access to Santa Rita Road, do not enter express lanes.



One Westbound Express Lane

Lane begins at Greenville

No entry/exit from westbound express lane from Hacienda to end.

Please note: For access to I-680 or Dougherty, exit express lane before Hacienda.

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ATTACHMENT B
I-580 Corridor HOV Lane Projects
Alameda CTC Projects 1368.004/1372.004/1372.005
Monthly Progress Report
February 2016

6.4B

PROJECT DESCRIPTION

Completion of the construction of new HOV lanes in the I-580 Corridor in the Livermore Valley in the eastbound and westbound directions, and construction of auxiliary lanes.

The final I-580 Corridor HOV segments include:

- Eastbound (EB) Segment 3 Auxiliary (AUX) Lanes, between Hacienda Drive and Greenville Road.
- Westbound (WB) HOV Lane between Greenville Road and San Ramon Road

CONSTRUCTION STATUS

Construction activities began in March 2013 and completed in February 2016 with the opening of both EB and WB Express Lanes.

Ongoing & Upcoming Activities

Ongoing and upcoming work activities include:

- Maintain Express Lane operations as HOV contract work punch list items and final corrective work is completed outside of commute hours.
- Complete the installation of permanent power sources along the corridor.
- All construction work is expected to complete by early summer 2016.

Caltrans maintains project website (<http://www.dot.ca.gov/dist4/projects/i580wbhov/>) and conducts public information and outreach efforts in cooperation with Alameda CTC.

FUNDING AND FINANCIAL STATUS

The I-580 Eastbound HOV Project is funded through federal, state and local funds. All projects are tracking to complete within established and available budget.

SCHEDULE STATUS

The I-580 Corridor HOV Lane Projects completed the construction of the final HOV segments and opened them to traffic in February 2016 as Express Lanes. Closeout activities and final accounting will continue in 2016.

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Summary of Toll System Construction Contract Change Orders:

CCO	CCO Budget	Description of CCO	CCO Amount	Remaining CCO Budget
Budget approved in July 2015	\$936,000			
No. 1		Additional scope and budget for ETCC to remobilize and provide increased traffic control to manage toll system installation	\$113,400	
No. 2		Additional three long-distance toll sites, based on field conditions that increased the labor and materials costs	\$70,500	\$752,100
No. 3		Additional staff and communication lease line costs, associated with delay in lane opening	\$567,200	\$184,900

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Memorandum

6.5

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments

RECOMMENDATION: Receive an update on the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments.

Summary

This item fulfills one of the requirements under the Land Use Analysis Program (LUAP) element of the Congestion Management Program (CMP). As part of the LUAP, Alameda CTC reviews Notices of Preparations (NOPs), General Plan Amendments (GPAs), and Environmental Impact Reports (EIRs) prepared by local jurisdictions and comments on them regarding the potential impact of proposed land development on the regional transportation system.

Since the last update on February 8, 2016, the Alameda CTC reviewed a Draft Environmental Impact Report. Comments were submitted on this document and the comment letter is included as Attachment A.

Fiscal Impact: There is no fiscal impact.

Attachments:

- A. Comments on Draft Environmental Impact Report for the City of Albany's 2035 General Plan

Staff Contact

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

[Daniel Wu](#), Assistant Transportation Planner

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January 25 2016

Anne Hersch
Senior Planner
Community Development – Planning Division
1000 San Pablo Avenue
Albany, CA 94706

SUBJECT: Comments on Draft Environmental Impact Report for the City of Albany's 2035 General Plan

Dear Ms. Hersch,

Thank you for the opportunity to comment on the Draft Environmental Impact Report for the City of Albany's 2035 General Plan. The City of Albany's 2035 Draft General Plan is intended to be the foundation for future land use and capital improvement decisions and will replace the City's existing 1992 General Plan. Implementation of Albany's Draft General Plan is forecast to result in 850 additional jobs and 815 additional housing units by 2035. This implementation would result in a total population of 20,385 residents and 8,660 housing units, which is roughly consistent with the 2013 ABAG population and household projections of 21,800 residents and 8,510 housing units, respectively. Consistent with these projections, the proposed 2035 General Plan does not significantly alter existing or create new land use designations, or result in significant redesignation of land in the City of Albany.

The Alameda County Transportation Commission (Alameda CTC) respectfully submits the following comments:

Comments on the DEIR

- Chapter 4 C (page 83), Section 1c: Study locations should indicate that 10 (7 arterial segments and 3 highway segments) of the roadway segments listed for traffic impacts analysis are on 2002 MTS network and required by Alameda CTC's Congestion Management Program (CMP).
- Chapter 4 C (page 95), Section 2a (2): Please correct the report's language to reflect that:
 - The CMP does not establish significance analysis thresholds for designated roadways. The CMP requires a land use analysis when a project will cause a net increase of over 100 afternoon peak hour trips relative to trips generated by existing General Plan land use.
 - The CMP requires studying impacts to roadways on the 2002 Metropolitan Transportation System, which includes the following roadways in Albany: I-580, I-80, San Pablo Avenue, Solano Avenue, Marin Avenue, and Buchanan Street. In addition, the CMP also requires that the report address potential impacts of the projects on MTS transit operators (BART and AC Transit), Countywide Bicycle Network, and Pedestrian Areas of Countywide Significance.
- Chapter 4 C (page 96), Section 2a (2): Please note that the Alameda CTC's former Citizen Watchdog Committee is now the Independent Watchdog Committee. This committee ensures that funds are expended in accordance with the voter approved expenditure plans.

- Chapter 4 C (page 100), Section 3b (1): Note that Alameda CTC made minor refinements to its travel demand model in the summer of 2015.
- Chapter 4 C (page 110), Section 3b (3): As previously noted, the CMP requires studying the impacts of the General Plan's implementation on MTS transit operators. The DEIR should also address how the Plan's implementation would impact BART ridership and parking at stations used to travel to and from the City of Albany.

Thank you for the opportunity to comment on this DEIR. Please contact me at (510) 208-7428 or Daniel Wu of my staff at (510) 208-7453 if you have any questions.

Sincerely,



Tess Lengyel
Deputy Director of Planning and Policy

cc: Daniel Wu, Assistant Transportation Planner

file: CMP/Environmental Review Opinions/2016



Memorandum

6.6

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: Affordable Student Transit Pass Program Site Selection and Model Program Evaluation Frameworks

RECOMMENDATION: Approve the Affordable Student Transit Pass Pilot Program site selection and model program evaluation frameworks.

Summary

The cost of transportation to school is often cited as a significant barrier to school attendance and participation in afterschool activities by middle and high school students. In recognition of this problem, the Measure BB 2014 Transportation Expenditure Plan approved by voters in November 2014 incorporated the implementation of a pilot program to test various ways of designing an affordable student transit pass that would meet a variety of program goals. Two key elements of this pilot program design are the methodologies used for selecting model program sites in each of four subareas in the county and evaluating the effectiveness of each of these model program sites. A framework for each of these elements is described as follows.

The site selection framework defines the approach for how to identify the middle schools and high schools that are strongest candidates for model program sites. The framework, which includes site criteria and the selection process, is an equitable model that takes into account geographic diversity, socioeconomic need, and public transit capabilities to guide the identification of the model program sites most likely to showcase the effectiveness of different concepts for implementing an Affordable Student Transit Pass program (Affordable STPP).

The model program evaluation framework provides an outline of the indicators that will be used to assess and compare the performance of the pilots to be implemented throughout the county.

Background

The Alameda County Transportation Commission (Alameda CTC) has undertaken the development, implementation, and evaluation of an Affordable STPP that it intends to pilot in middle schools and high schools in four communities in Alameda County beginning in the 2016-2017 school year. This pilot program provides a crucial opportunity

to assess student transportation needs in Alameda County and develop an approach to meet those needs through the implementation of a sustainable program to provide affordable student transit passes that can be used on the various transit providers that serve schools, afterschool activities, and job locations in Alameda County. This pilot program is identified in the 2014 Transportation Expenditure Plan (TEP) and is funded by Measure BB; the TEP specifies that the funds will be used to implement “successful models aimed at increasing the use of transit among junior high and high school students, including a transit pass program for students in Alameda County¹.”

The Affordable STPP aims to do the following:

- Reduce barriers to transportation access to and from schools
- Improve transportation options for Alameda County’s middle and high school students
- Build support for transit in Alameda County
- Develop effective three-year pilot programs

To date, the Affordable STPP team has researched national best practices and the current conditions and needs of Alameda County middle and high school students, as well as the availability and service provided by existing transit services. This research informs the recommended framework. The Affordable STPP team will now gather the necessary information to begin the process of identifying potential model program sites and developing respective pass program parameters for each selected model program site based on the recommended framework.

Details of the Affordable STPP parameters will be specific to the model program sites to be identified and will be brought to the Commission for approval in May, prior to implementation. As previously directed by the Commission in October 2015, at least one of the model program sites will include a universally free pass.

Development and implementation of the pilot Affordable STPP programs will be designed to allow for measurable outcomes that facilitate assessment of progress in meeting the Affordable STPP goals. Prior to implementation, a number of pass program parameters will be determined for each selected model program site, such as which students will be eligible, when and where the pass can be used, the administrative processes, and the physical attributes of the pass itself.

Site Selection Framework

The framework for site selection addresses geographic and demographic diversity among the potential model program sites. As previously established by Alameda CTC, there will be one model program pilot in each of the county’s planning subareas. However, to

¹ TEP, 2014

allow for adequate comparison, similar school sites will be identified across the planning areas to test for the effectiveness of different pass program characteristics:

School Site Characteristics – Needs-Based Assessment	
School Type	<ul style="list-style-type: none"> ▪ Middle, high, mixed ▪ Charter/non-charter traditional
School Need	<ul style="list-style-type: none"> ▪ Poverty level as indicated through free and reduced-price meal eligibility
Transit Presence	<ul style="list-style-type: none"> ▪ Bus stop within 1/4 mile of the school ▪ Number of routes serving schools
Geographic Location	<ul style="list-style-type: none"> ▪ North, central, south, east subareas ▪ Paired schools (these could be schools within proximity of one another, middle schools that feed a particular high school, or a high school that draws from select middle schools)
Existing Programs	<ul style="list-style-type: none"> ▪ Presence of Safe Routes to Schools programs and other unique attributes of potential model program sites
Other Characteristics	<ul style="list-style-type: none"> ▪ Percent minority ▪ Ethnic diversity ▪ School interest ▪ School readiness ▪ Availability of crossing guards ▪ Potential student and community participation

A detailed description of the site selection methodology is included in Attachment A: Criteria and Process for Site Selection

Model Program Evaluation Framework

The framework for model program evaluation describes quantitative and qualitative performance measures that can be used to understand how well each of the model programs supports the goals of the Affordable STPP.

The evaluation framework consists of two components: 1) Attachment B is a matrix showing how each of the proposed indicators relates to the overall goals of the Affordable STPP; and 2) Attachment C presents a list of the performance indicators and metrics (measurable source of data) that intend to capture relevant changes in outcomes at each model program site.

Once the site recommendations are approved and the pilot pass program parameters are determined, the Affordable STPP team will begin collecting relevant data at each model program site. This will include both pre-implementation data collection, as well as preparations for other types of data gathering during and after the pilot period. This information will be compiled in the annual evaluation reports for each of the model

program sites, and will be used to adjust the programs as necessary for the following year. At the end of the three-year pilot period, these performance measures will be used to compare progress over time at each site as well as to compare program sites.

Stakeholder Workshop Overview

In January of 2015, Alameda CTC resumed meetings with stakeholders regarding the development of the Affordable STPP. These workshops occurred throughout the year and into 2016. Stakeholders invited to the workshops are from school districts, advocacy groups, the Alameda County Technical Advisory Committee and more. (Attachment D includes the invitee list.)

The proposed methodology was brought to the Affordable STPP Workshop on February 18, 2016. Participants provided comments on the proposed methodology, performance measures, and evaluation approach. Overall, participants were supportive of the approach. Some had questions and provided suggestions, which were addressed in the methodology and summarized below.

Summary of comments:

- Understanding where students live and how close their residences are to existing transit stops is important. It was acknowledged that this data is not readily available due to confidentiality requirements.
- Frequency of transit service should be considered in the selection process. Participants suggested other data that might be available from transit agencies. Staff from AC Transit clarified that ridership based on passes cannot be isolated at the school level, but could potentially be tracked at a given stop.
- Reach out to school districts to understand how student enrollment is distributed among the different schools.
- Ensure enough funding is available for administration at school sites.
- Request that funding in the TEP for crossing guards be used from the bicycle/pedestrian funding.
- Include the continuation schools as potential pilot sites, because they have a high incidence of truancy, and a transit pass could be a tool to reverse that. Based on this feedback, continuation schools that operate during traditional school hours will also be considered for potential pilot program implementation.
- Track the impact on existing yellow school bus ridership to determine the net effect of student transit ridership, affording an understanding of students potentially switching modes.

- Consider impacts on greenhouse gas emissions or vehicle-miles traveled. This will be considered in the evaluation as a secondary impact.
- There is concern about student perceptions of safety, particularly in East Oakland, and how safety might be considered in the evaluation.
- The Metropolitan Transportation Commission's equity measure looks to the reduction of household transportation expenses by 10 percent, which could be a useful measure for consistency.

Attendees at the February 18, 2016 workshop are listed in Attachment E.

Fiscal Impact:

There is no fiscal impact.

Attachments

- A. Criteria and Process for Site Selection – Preliminary Phase of Looking at Schools
- B. Alignment of Program Goals and Performance Measures
- C. Performance Measures and Metrics for Model Program Evaluation
- D. Affordable STPP Workshop Invitation List
- E. Sign in Sheet for the Affordable STPP Workshop on Thursday, February 18, 2016

Staff Contact

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

[Laurel Poeton](#), Program Analyst

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Criteria and Process for Site Selection – Preliminary Phase of Looking at Schools

Site selection represents the first phase (Phase I) of the pilot program development process. The selection process includes definition of the site selection framework—described in this attachment—followed by an assessment of potential sites and subsequent recommendation of model program sites that will come before the Commission in May 2016.

Phase II of the development process is to design the program for the model sites, including program parameters, tailoring program characteristics to each model program site, and finalizing the implementation process.

Phase III represents the implementation of the pilot program at a minimum of four model program sites.

Methodology

The proposed approach deploys seven different steps using a mix of tools to assess characteristics of the student body, transit availability, and readiness of a school to administer the program. Starting with data collection and analysis, the steps are described as follows:

1. Identify paired schools within each subarea.

Approach

In this step, the Affordable STPP team will identify paired schools within each of Alameda County's four planning subareas. Paired schools are those in close proximity to one another that have access to the same transit system. They may have similar demographic characteristics and likely include middle schools that feed a common high school, or possibly a high school and the middle schools from which it draws students. Any of these combinations could represent a single model program site.

Rationale

A program site does not need to be a single school. By identifying two or more schools that can represent a model program site ("paired" or "linked" schools), Alameda CTC can:

- 1) Broaden the reach of the pilot to serve a greater number of students;
- 2) Build support for the program by serving more communities;
- 3) Allow for cohort analysis to assess how transit use with an affordable student transit pass might change over time (i.e., if middle and high schools are paired, the Affordable STPP team can track how pass use changes for students transitioning from middle school to high school);
- 4) Allow for evaluation of different outcomes in different schools within the same geographic area; and
- 5) Allow for evaluation of potentially different administrative approaches at schools participating in the "same" pilot program.

2. Tally enrollment to understand registration implications.

Approach

In this step, enrollment will be tallied by grade level to understand the implications in terms of the number of possible registrants for the program.

Rationale

Given funding constraints, it will be essential to understand cost implications and the number of students who can reasonably be accommodated as part of the pilot program.

3. Update demographic data.

Approach

In the third step, demographic data that was collected as part of the existing conditions analysis will be updated. Several schools are missing information about minority enrollment, and updated information is needed about ethnic diversity and the percentage of students who are eligible for free or reduced-price lunches; this information feeds directly in to critical selection criteria in the next step.

Rationale

It is important to ensure that data from multiple sources is correct, and currently there are some anomalies. Demographic data will be considered in the model program site selection process.

4. Conduct initial sort.

Approach

In the fourth step, the Affordable STPP team will conduct an initial sort of the schools, based on factors deemed to be most important in establishing a baseline of schools to pilot the Affordable STPP.

These factors include:

- 1) Whether there is an existing transit stop within 1/4 mile of the school;
- 2) Whether the school operates during the traditional school day time;
- 3) Whether logical pairs were identified in Step # 1;
- 4) Whether the schools are in a geographic location where they might be able to leverage additional grant funding; and for schools where a free pass might be introduced; and
- 5) Whether the school is considered a high-poverty school, meaning that 75 percent or more of the students are eligible for free and reduced price lunches (based on a Title I measure of poverty in schools).

Rationale

These criteria are suggested to begin to narrow the number of schools appropriate for implementation of a pilot program:

- 1) Proximity of transit to school is important. Virtually all Alameda County schools are within 1/2 mile of a transit stop. Most studies substantiate the assumption that 3/4 mile is the distance people are most likely to walk to/from transit.
- 2) A traditional school program includes any school operating during daytime "school day" hours, inclusive of charter schools and magnet schools. Evaluating the program in schools that serve the general population during a traditional school day will be essential to establish approaches appropriate for eventual countywide implementation and for pilot comparative evaluation.
- 3) Paired/linked schools are more desirable (as noted above) for broadening participation in the pilot program and gathering information for the evaluation effort.
- 4) Schools in some areas may be eligible for state and regional opportunities for leveraging grants (including Metropolitan Transportation Commission Climate Initiatives, state cap-and-trade funds, and funds identified for Communities of Concern). The possibility of schools qualifying for future funding under these programs will be taken into consideration during the evaluation.
- 5) Because the pilot program will offer free transit passes for at least one site, income is an appropriate tool to assess which schools are likely the best candidates for free passes.

5. Sort for deployment-readiness characteristics and factors.

Approach

The paired schools within each subarea will then be sorted to assess various characteristics for the model program sites, based on the program goals and objectives.

Key factors identified include:

- 1) More than one transit route serving the stops within 1/4 mile of the school (also sorting by the frequency of transit routes serving the school during peak school travel hours);
- 2) The school district has identified transportation as an important issue in the school's Local Control and Accountability Plan (LCAP) or that transportation has been indicated by the school in public information, outreach, or advocacy efforts as an important tool for meeting educational goals;
- 3) Student population characteristics including minority versus non-minority enrollment and ethnic diversity;
- 4) School participation in the Safe Routes to Schools program (although participation is not a prerequisite and schools that do not participate will also be considered); and
- 5) The school participates in or has participated in transit travel training programs.

Rationale

These characteristics and factors are useful for selecting schools for onsite assessments:

- 1) Transit stops within 1/4 mile of a school suggest a higher propensity for transit use; higher frequency of transit service at these stops illustrates more transit options for students. Understanding the implications of access to transit on use of an affordable student transit pass will be important for evaluating the pilot program;
- 2) Where transportation has been identified as an issue by the district/school in an LCAP or other document, the school or district has prioritized seeking solutions and has a stated commitment to work on transportation issues, which will be essential for a successful pilot;
- 3) Two student population characteristics are considered for program design purposes: minority enrollment and ethnic diversity within the enrolled student body. These factors ensure diverse participation in the pilot program and ensure that the pilot model program site selection is balanced. Ethnic diversity factors also allow for the evaluation to consider different implementation experiences and outcomes in more homogeneous versus more heterogeneous schools;
- 4) Safe Routes to Schools participation is not a determining factor of whether the program should be implemented at a particular site, but it is illustrative of a school's experience with other school transportation programs. It may serve as a possible indicator of readiness and commitment by school administrators, parents and students; and
- 5) Similar to Safe Routes to School participation, a school's ongoing or past transit travel training participation is illustrative of experience with other school transportation programs and serves as a possible indicator of readiness and commitment by school administrators, parents, and students.

6. Conduct school site screen for highest-ranked model program sites.

Approach

In step six, an onsite assessment will take place at the schools identified based on the sorting criteria used in the first five steps. The assessment will allow the program team to assess the top-ranked schools based on administrative readiness to implement the program, potential staffing and administrative support, active student groups and their interest, parent involvement, languages spoken, safety/pedestrian incidents (and the availability of crossing guards or need for crossing guards), student body educational opportunities, and other factors which will be refined and incorporated into an assessment form.

Rationale

These onsite assessments will offer a qualitative determination of whether the schools in the model program site area could provide successful pilot program locations and

what their specific needs might be in the development of site-specific program parameters. Successful implementation will require a school to be responsive, collect and share information, and work closely with the Affordable STPP team.

7. Recommend preferred model program sites.

Based on the previous steps, at least four model program sites (each program site may include paired school)—one in each planning subarea—will be recommended to the Commission in May.

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Alignment of Program Goals and Performance Measures

Proposed goals and objectives are listed in the table below. Proposed metrics that will be recommended to be used to assess progress in meeting each goal are included in Attachment C.

GOALS	Goal 1: Reduce barriers to transportation access to and from schools	Goal 2: Improve transportation options for Alameda County's middle and high school students	Goal 3: Build support for transit in Alameda County	Goal 4: Develop effective three-year pilot programs
INDICATORS				
Quantitative				
1. <i>Student perception of transit options and barriers</i>	X	X	X	
2. <i>Transportation costs to families (participant cost)</i>	X	X		X
3. <i>Participant or student attendance</i>	X			
4. <i>Pass availability and use</i>	X			
5. <i>After-school activity participation</i>		X		
6. <i>Student ridership (including non-pass holders)</i>		X	X	
7. <i>Inclusion of students, parents, community members, administrators</i>			X	X
8. <i>Diverse participant reach</i>				X

GOALS	Goal 1: Reduce barriers to transportation access to and from schools	Goal 2: Improve transportation options for Alameda County's middle and high school students	Goal 3: Build support for transit in Alameda County	Goal 4: Develop effective three-year pilot programs
INDICATORS				
9. Program cost per participant				X
10. Administrative costs as a proportion of total program costs				X
Qualitative				
11. Effectiveness of marketing and outreach	X		X	X
12. Linkages with existing fare payment option(s)		X	X	
13. Leverage with other school-based transportation programs	X	X		
14. Leverage with other funding and administration programs		X		
15. Transit operator response(s)	X	X	X	X
16. Ease of participation	X	X		X
17. Ease of administration (county-wide, site-level, operator-level)	X	X		X
18. Cost performance against expectations				X

Performance Measures and Metrics for Model Program Evaluation

Proposed performance measures and metrics for the evaluation are presented below. These indicators support the goals listed in Attachment B.

Indicators	Rationale	Metric	Data Source	Collection Time
Quantitative				
1. <i>Student perception of transit options and barriers</i>	To understand how students understand transportation options and perceive barriers to accessing those options	Number and extent to which students perceive pass options and barriers to accessing those options, including cost	Surveys or focus groups conducted by program team and school sites	Annual
2. <i>Transportation costs to families (participant cost)</i>	To determine the financial burden of transportation to/from school	Amount that families pay for school transportation and/or the pass	Determined as part of model program parameters; surveys	Before and after implementation
3. <i>Participant or student attendance²</i>	To discern a relationship between pass program design and attendance	Average daily attendance	Mandated school reporting	Annual

² Secondary metrics associated with this indicator, such as graduation rates and test scores, may be used to evaluate potential implications for school performance.

Indicators	Rationale	Metric	Data Source	Collection Time
4. <i>Pass availability and use</i>	To determine the level of penetration of the pilot program (i.e. how many students could use the pass vs. actually use the pass)	Number of eligible students; Number of passes distributed; Number of passes used (depending on choice of model program fare media)	School sites, transit operators, and Clipper if applicable	Before implementation and annually after implementation
5. <i>After-school activity participation</i>	To discern a relationship between pass program design and after-school activity participation	Attendance of students at key clubs, activities, and organizations associated with each model program site	School site and afterschool programs	Monthly
6. <i>Student ridership (including non-pass holders)³</i>	To determine the impact of the pass program on ridership (i.e. net and gross change in ridership)	Number of passes provided; Agency-level student ridership; Yellow bus ridership (if applicable)	Transit operators; Travel diaries and hand tally surveys from program team and school sites; baseline data collection	Annual
7. <i>Inclusion of students, parents, community members, administrators</i>	To determine if community members are integrated and informed	Attendance of these stakeholders at meetings; Amount of comments received	Sign-in sheets and feedback submissions	Throughout program implementation

³ Metrics associated with this indicator may be used to evaluate potential implications for greenhouse gas emissions and traffic congestion.

Indicators	Rationale	Metric	Data Source	Collection Time
8. <i>Diverse participant reach</i>	To determine that geographic diversity and equity are addressed	Demographic information of model program sites	Determined as part of model program parameters	Before implementation
9. <i>Program cost per participant</i>	To understand the overall cost-benefit ratio of the pass program	Overall program costs per participant, beyond what the pass price is (if applicable)	Model program parameters; Financial information provided by schools, county agencies, and transit operators	Annual
10. <i>Administrative costs as a proportion of total program costs</i>	To understand the overall cost-benefit ratio of the pass program	Costs borne by the transit operators, schools, etc. Including costs with an onsite administrator	Financial information provided by schools, county agencies, and transit operators	Annual
Qualitative				
11. <i>Effectiveness of marketing and outreach</i>	To ensure that community members are integrated and informed	Extent to which participants know about the program	Student and parent feedback	Annual
12. <i>Linkages with existing fare payment option(s)</i>	To discern if linkages with existing options affects pilot outcomes	Key features of fare payment options	Determined as part of model program parameters; Clipper if applicable	Before and after implementation
13. <i>Leverage with other school-based transportation programs</i>	To discern if coordination with existing programs affects pilot outcomes	Aspects that benefit related programs (SR2S, crossing guards, etc.)	Determined as part of model program parameters	Before and after implementation

Indicators	Rationale	Metric	Data Source	Collection Time
<i>14. Leverage with other funding and administration programs</i>	To understand potential for future funding opportunities	Key findings regarding funding eligibility and partnerships	Program team assessment of model program design	Before and after implementation
<i>15. Transit operator response(s)</i>	To understand how the pilot programs are perceived by transit operators	Perceived impacts of program to service delivery	Transit operator feedback	Throughout program implementation
<i>16. Ease of participation</i>	To discern how students perceive the model program and how to use it	Perceived ease of use of model program	Participant surveys	Annual
<i>17. Ease of administration (county-wide, site-level, operator-level)⁴</i>	To discern how program administration is perceived by different entities involved at different scales	Perceived ease of administration by school sites, transit operators, and county-wide coordination	Feedback from school sites, transit operators, other stakeholders	Throughout program implementation
<i>18. Cost performance against expectations</i>	To understand or anticipate any potential future costs and issues	Degree to which any cost overruns represent “one-time” versus recurring and/or unpredictable issues	Feedback from school sites, transit operators, other stakeholders	Before and after implementation

⁴ Metrics associated with this indicator may be used to evaluate potential implications for the level of decentralized oversight and potential for replication in other schools.

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Affordable Student Transit Pass Program Workshop

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ROSTER OF ATTENDANCE

Wednesday, February 18, 2016, 3:30 to 5:00 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607

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Memorandum

6.7

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: Alameda CTC Measure BB Draft Capital Project Delivery Plan

RECOMMENDATION: Approve the Alameda CTC Measure BB Draft Capital Project Delivery Plan.

Summary

The Capital Project Delivery Plan (CPDP) that the Commission is requested to approve is a work program document that identifies a number of specific Measure BB-funded capital projects that will be implemented directly by Alameda CTC using its own forces (staff and consultants). The CPDP also recommends programming Measure BB funds for specific projects and project phases which include resources for project management, project monitoring and project controls. The CPDP only addresses programs and projects implemented directly by Alameda CTC. Funding for the Measure BB programs and projects implemented by other agencies is summarized in the Comprehensive Investment Plan (CIP) which is being brought to the Commission for consideration under a separate item this month.

Staff recommends the Commission approve the Alameda CTC Draft Measure BB CPDP as an initial work program framework to allow staff to initiate the necessary management processes to lead the delivery of specific capital projects in the Transportation Expenditure Plan (TEP). These management processes include the establishment of an augmented staffing plan in specific areas of project delivery management, procurement of engineering consultant services, and development of detailed project delivery plan (costs, scope, schedule, funding plan, and delivery methodology) for each capital project. Approval of the CPDP would allow for the Commission to initiate and accelerate the delivery of a number of capital projects to bring early benefits to Alameda County residents and to be a driving force for transportation improvements and economic development.

Alameda CTC is in a unique position to advance specific capital projects described in the 2014 TEP by utilizing the agency's robust project delivery capabilities developed while managing and delivering the capital programs associated with the previous two Alameda County sales tax measures, the 1986 Measure B and 2000 Measure B programs. The necessary capabilities and internal "infrastructure" for delivering the more complex projects include:

1. Managing and delivering multiple capital projects, or phases of projects, of varying size and complexity;
2. Procurement and contracting experience for large dollar amount contracts and agreements;
3. Adjustable resource levels through the use of a program management/project controls contract;
4. Coordination with multiple regulatory and resource agencies to obtain necessary permits and approvals to advance projects to construction; and
5. Participation at the regional, state and federal levels in decisions related to funding and legislation for transportation purposes.

The CPDP also proposes initial management strategies to ensure efficient, cost effective, and successful completion of these projects. It describes an initial level of effort and allocation, the associated staffing requirements and a preliminary timeline for project delivery. The CPDP also discusses the scope of selected projects and the principles underlying the selection of those projects for delivery by the Alameda CTC.

Since the passage of Measure BB, the Alameda CTC has been working with local agencies, coordinating countywide and regional planning efforts, establishing policies and procedures, and participating in activities at the regional, state and federal levels to identify potential fund sources to be leveraged by the Measure BB funding. The purpose is to develop a list of Measure BB investments for a robust countywide investment package to jump start the impact of Measure BB on the transportation system and economy of Alameda County.

Sales tax collection authorized by Measure BB began on April 1, 2015. The Direct Local Distribution (DLD) payments began when Alameda CTC received the first payment from the State Board of Equalization (BOE) in June 2015, and have continued monthly since. The Alameda CTC approved initial allocations for a small set of specific projects in the FY 2015-16 Comprehensive Investment Plan (FY 15-16 CIP) in June 2015. The FY 15-16 CIP also included allocations for scoping activities open to all sponsors to develop project implementation strategies for candidate programs and projects.

Discussion

The purpose of the CPDP is:

1. To act as a decision document. It presents the Commission with a list of specific capital projects for which Alameda CTC proposes to assume the lead role in project management and project delivery, and asks the Commission to approve Measure BB funding for these projects.
2. It is a technical report. It explains how Alameda CTC selected the projects it proposes to deliver, it provides scope and initial forecasts of cost and schedule,

and it sets out proposed contract procurement strategies and risk management procedures that will support project delivery.

3. It is a tool to drive robust project management principles and practices.

The projects recommended in the CPDP are those which Alameda CTC proposes to deliver with its own resources and include:

- Three freight-related projects;
- Six major regional arterial projects;
- One bicycle and pedestrian project; and
- Ten highway and interchange modernization projects.

The CPDP includes projects in each of the four planning areas within Alameda County. Eighteen of the twenty projects are in the Scoping or Preliminary Engineering & Environmental phase; and the other two are in Final Design. Current schedule forecasts indicate the last project in the CPDP will be completed in FY 2028-29. Given that the majority of projects have not yet completed the Preliminary Engineering & Environmental Phase, the total estimated capital cost for some of the projects, and correspondingly for the overall Program, has not been determined. The recommended programming and allocation amounts for the project phases included in the CPDP are based on cost estimates for those phases.

Alameda CTC has developed the capabilities and the agency infrastructure to drive effective and expeditious program and project implementation. The CPDP represents a plan to jump start the impact of Measure BB on the transportation system and economy of Alameda County by initiating the implementation of the project phases included in the CPDP immediately upon approval. Alameda CTC's capabilities and infrastructure are based on the following aspects of program and project delivery on a large-scale:

1. Alameda CTC has the required depth of technical and managerial expertise.
2. Alameda CTC has the ability to accelerate project delivery that also enables the acquisition of additional project funding through leveraging external funding sources using Measure BB investments.
3. Alameda CTC's ability to provide significant local funding for project development while pursuing additional funding makes the Alameda CTC projects more competitive based on readiness for the construction phase.
4. Alameda CTC's ability to adjust resource levels for the management and implementation oversight through the use of the program management and project controls contract.
5. For complex projects, or projects with emerging technologies, the Alameda CTC can ensure the best available resources can be brought to bear in the shortest time frame.

6. Alameda CTC can use its standing in the region to act effectively as liaison with regulatory, permitting and other funding agencies involved in program and project delivery.
7. Alameda CTC has pre-existing relationships with the technical / engineering services community that can support the implementation of complex and large-scale projects.

The CPDP was developed using Guiding Principles to assist and support the selection of projects for delivery and also how these projects would be delivered. Projects included in the CPDP were selected for delivery by Alameda CTC because they:

1. Are regionally significant.
2. Offer significant benefits to the traveling public.
3. Have the ability to leverage Measure BB investments to attract external funding.
4. Require coordination with other ongoing projects.
5. Require extensive interagency coordination, multiple contracts/agreements, and/or interface with the community.

These projects will be delivered following these principles:

1. Project scope will be completely defined and understood by project stakeholders.
2. Cost estimates and schedules will be integrated with one another and will include the identification and analysis of project risk.
3. Project scope, cost, and schedule are monitored and controlled at all times with changes subject to a formalized change management process.
4. The Major Regional Arterial, Freight, and Bicycle / Pedestrian projects will initially be funded through completion of both the Scoping and Preliminary Engineering & Environmental phases.
5. Alameda CTC will leverage Measure BB investments to the maximum extent possible in acquiring external sources of funding.
6. The development of full funding plans will be an important pre-requisite in allowing a project to move beyond the Preliminary Engineering & Environmental phase with exceptions considered on a case-by case basis.

The CPDP will be updated periodically to reflect actual program delivery progress.

Fiscal Impact: There is no significant fiscal impact due to the recommended action. The recommended action includes recommendations for the programming and allocation of 2014 Measure BB funding to be approved in the update to the Alameda County CIP. The CIP update is scheduled for final approval in May 2016.

Attachments

- A. Alameda CTC Measure BB Draft Capital Project Delivery Plan Executive Summary
- B. [Measure BB Draft Capital Project Delivery Plan](#) (hyperlinked to web)

Staff Contact

[Richard Carney](#), Capital Projects Program Manager

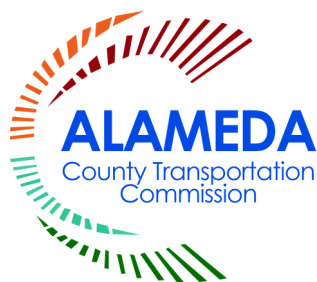
[James O'Brien](#), Programming and Allocations

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Measure BB
**Capital Project Delivery Plan:
Executive Summary**

March 2016



Alameda County Transportation Commission
1111 Broadway | Suite 800
Oakland CA 94607
www.alamedactc.org

Cover: The San Francisco Bay Trail passes through the Port of Oakland along Middle Harbor Road.

Alameda County Transportation Commission MEASURE BB CAPITAL PROJECT DELIVERY PLAN



Trucks entering the existing 7th Street underpass to the Port of Oakland.

1. Executive Summary

The Alameda County Transportation Commission (Alameda CTC) is responsible for the administration and implementation of the 2014 Measure BB Capital Program. This program is funded, in part, by Measure BB, passed in November 2014. Since passage, Alameda CTC has worked with local jurisdictions, coordinated countywide and regional planning efforts, and participated in the development of potential, new funding sources at the regional, state, and federal levels. These efforts resulted in a set of proposed Measure BB-funded investments that would further the goals set forth in the *2014 Transportation Expenditure Plan*, a document that also defines eligibility for Measure BB funding, and that can compete effectively for funding from other sources. The recent passage of a new federal bill, Fixing America's Surface Transportation Act (FAST Act) and discussions at the state level about new funding streams put Alameda CTC in a good position to leverage the investments of Measure BB funding.

The *Measure BB Capital Project Delivery Plan* addresses only those projects proposed to be, or that are currently being, implemented directly by Alameda CTC. This Plan recommends programming Measure BB funds for specific project phases, including set-asides for program-wide management, oversight, and monitoring, as well as a

program-wide risk contingency. Measure BB funding is also proposed for programs and projects implemented by other agencies; however, this Plan does not cover them.

The programming of Measure BB capital funds is approved and documented in Alameda CTC's *Comprehensive Investment Plan*, which is separate from this Plan and describes the programming of Measure BB funds for all programs and projects funded through the *2014 Transportation Expenditure Plan*, regardless of the implementing agency. This Plan's Measure BB funding recommendations will be forwarded to the *Comprehensive Investment Plan* for approval by the Alameda CTC, along with funding recommendations for projects implemented by other agencies.

The Commission is in a unique position to advance the program of specific capital projects described in the *2014 Transportation Expenditure Plan*, by leveraging the agency's premier, professional capability:

- To successfully manage and deliver capital projects of varying size and complexity.
- To use the Agency's own resources to lead selected projects.
- To accelerate delivery of these projects during Measure BB's thirty-year funding period, thereby accelerating the positive impact on local employment and the local economy.
- To deliver the project's resulting transportation benefits more quickly to the County, its residents, and its visitors.

Alameda CTC staff identified specific projects in the *2014 Transportation Expenditure Plan* that could be directly managed and delivered by the Agency's own workforce. Together, these projects constitute the *Measure BB Capital Project Delivery Plan*. This Plan also proposes strategies, technical approaches, and estimates for resources, costs, and schedules that ensure efficiency, cost effectiveness, and the successful completion of these projects.

Purpose of this Plan

The Alameda CTC *Measure BB Capital Project Delivery Plan* fulfills three important purposes.

First, it is a decision document. This Plan presents the Commission with a list of specific capital projects, for which Alameda CTC proposes to lead project management and project delivery, using its own staffing resources (both internal and consultant teams).

The Plan also asks the Commission to approve Measure BB funding for these projects, which Alameda CTC selected after consulting the local sponsoring agencies.

Second, this Plan is a technical report that:

- Explains how Alameda CTC selected the projects it proposes to deliver (see 2. *Guiding Principles*).
- Lays out the initial schedule for these projects, by phase (see *Scope of the Plan* in 1. *Executive Summary* and 3. *How Do We Deliver?*).
- Includes a forecast for capital expenditures and staffing (see 4. *Delivery Strategy* and *Appendix D: Funding*).
- Proposes contract procurement strategies and management procedures that support project delivery (see 4. *Delivery Strategy*).

Third, this Plan is a tool to drive robust project management principles:

- Timely decision-making
- Risk management
- Change management
- Delivery of transportation improvements at the required level of quality
- Delivery of projects on time and within assigned budgets

Why Alameda CTC?

Based on its experience, Alameda CTC is ready to drive these projects to completion, creating jobs and delivering benefits to the traveling public sooner rather than later.

- The Measure BB projects are similar to those successfully delivered by Alameda CTC under the 1986 and 2000 Measure B programs.
- Alameda CTC has the required depth of technical and managerial expertise to deliver this Plan.
- Alameda CTC has experience leveraging external funding sources (regional, state, and federal) and will do so again, using Measure BB investments. With Alameda CTC-delivered projects already supported by significant local funding for project development, they are more competitive for securing additional funding, based on their readiness to enter the capital phases.
- The magnitude of funding authorized by Measure BB puts Alameda CTC in a position to act as a major economic force advancing sectors related to transportation infrastructure. Alameda CTC's advantage directly implementing

certain programs and projects endows it with delivery horsepower that may not be available to local agencies.

- For projects involving multiple local jurisdictions, the state highway system, multiple transportation modes, or emerging technologies, Alameda CTC can ensure that the best available resources are mobilized in the shortest timeframe.
- Alameda CTC can use its standing in the region to act effectively as liaison with regulatory, permitting, and other funding agencies involved in program and project delivery.
- Alameda CTC has existing relationships with the technical and engineering services community that can support the implementation of complex and large-scale projects.

This Plan was developed to ensure consistency with existing Alameda CTC planning documents, as well as those under development, such as the *Comprehensive Investment Plan* and the *2014 Transportation Expenditure Plan*, in addition to other long-range documents, such as:

- *Countywide Transportation Plan*
- *Countywide Bicycle Plan*
- *Countywide Pedestrian Plan*
- *Congestion Management Program (CMP)*
- *Countywide Goods Movement Plan*
- *Countywide Transit Plan*
- *Countywide Multimodal Arterial Plan*
- Plans from various local jurisdictions

Scope of the Plan

Figure 1 and Table 1 introduce the projects Alameda CTC proposes to deliver in the following program areas. Many of these projects are multimodal, addressing concerns across multiple program areas:

- Freight
- Major Regional Arterials
- Bicycle/Pedestrian
- Highways and Interchange Modernization

The map in Figure 1 shows Alameda CTC's four planning areas and the geographical distribution of selected projects. The numbers in the red circles correspond to the numbers in Table 1. State routes (SR) are indicated by their route number, for example, SR 13; but the local street name may also accompany the state route designation, for example, "Ashby Avenue (SR 13)."

Table 1 provides a snapshot of the Plan:

- The list of projects selected for Measure BB funding and Alameda CTC delivery.
- The planning area(s) in which the project is located. Because these projects are regionally significant, their impact may extend well beyond their particular physical location.
- The current or proposed next phase of each project and its estimated cost.
- The estimated total cost of each project, which will involve the pursuit of all available, eligible funding outside Measure BB. For a more detailed funding history and projection, see *Appendix D: Funding*.

Capital project delivery is completed in defined phases:

- **Scoping**—An initial effort to understand the feasibility and scope of a project (that is, what should be physically included), which is specified in a project study report (PSR).
- **Preliminary Engineering (PE) and Environmental**—Further definition of the project scope, preliminary engineering analysis and design, and, finally, consideration of the project's environmental impacts.
- **Final Design and Plans, Specifications, and Estimate (PS&E)**—Development of final design documents, on which construction activities are based. Acquiring necessary right of ways (ROW) and clearing utility conflicts typically runs concurrent with this phase.
- **Construction and Construction Administration**—All activities following the award of a construction contract through project close-out.

For more information about the activities constituting each phase, see *3. How Do We Deliver?*

For greater detail on each of the projects covered in this Plan, see *Appendix E: Projects*. For a list of projects receiving Measure BB funding and being delivered by other agencies, see *Appendix B: Projects Delivered by Other Agencies*.

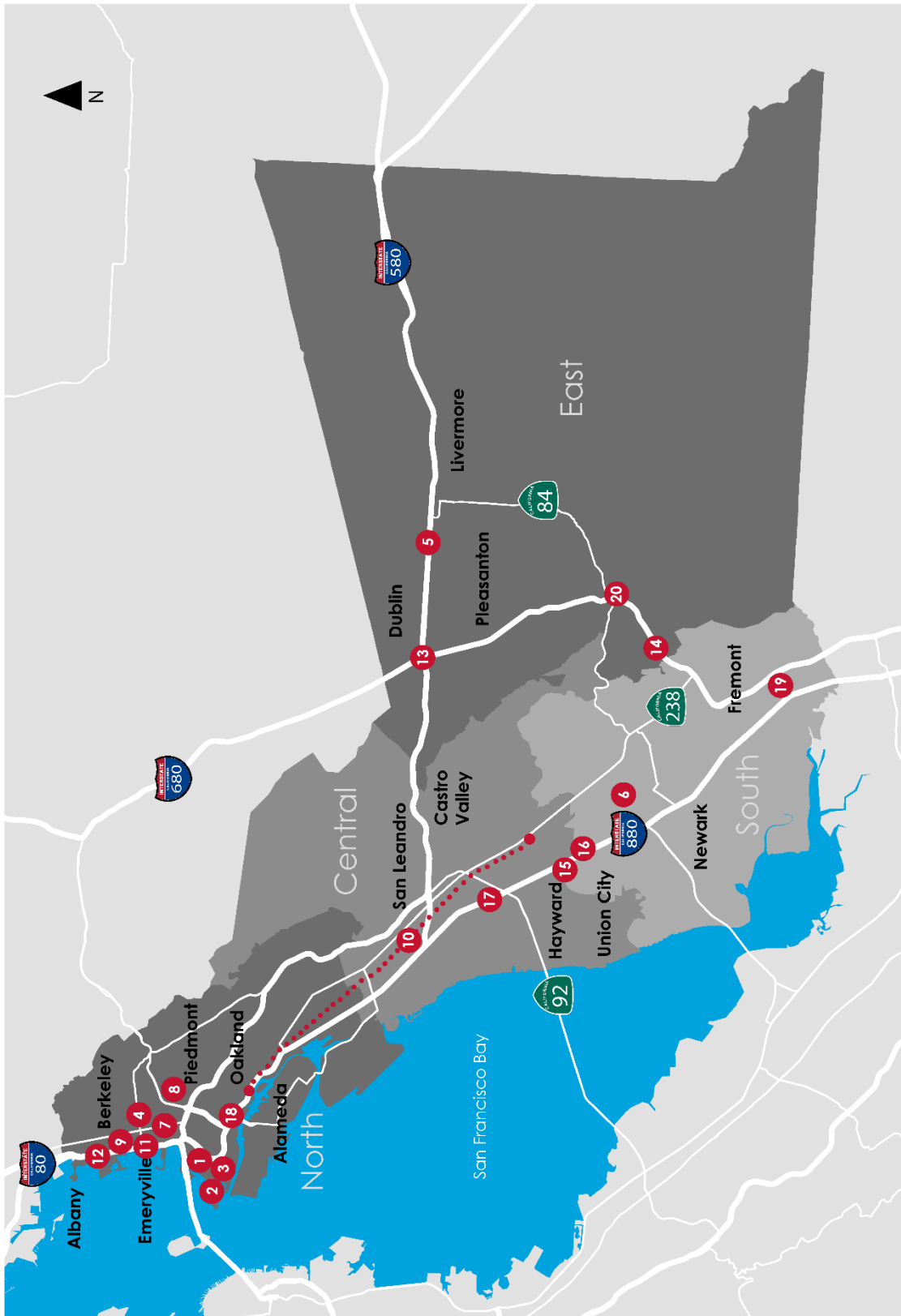


Figure 1: Locations for Alameda CTC-delivered Measure BB Capital Projects

Table 1: Summary of Alameda CTC-delivered Measure BB Capital Projects

		(Figures shown are \$ x 1,000)			
Program/ Fig. 1 Key	Project	Planning Area	Current or Proposed Next Phase	Est'd Cost Current or Next Phase	Est'd Total Cost
Freight					
1	7th Street Grade Separation, East and West	North	Scoping / PE & Environ.	\$ 25,000	TBD
2	Intelligent Transportation System (ITS) and Technology Plan	North	Scoping / PE & Environ.	\$ 3,000	TBD
3	Middle Harbor Road	North	Scoping / PE & Environ.	\$ 3,000	TBD
Major Regional Arterials					
4	Ashby Avenue Multimodal Corridor	North	Scoping / PE & Environ.	\$ 1,000	TBD
5	I-580 Freeway Corridor Management System	East	Scoping / PE & Environ.	\$ 5,000	TBD
6	I-880 to Mission Blvd. East-West Connector	South	Final Design and PS&E*	\$ 16,534	\$ 230,514
7	San Pablo Avenue Multimodal Corridor	North	Scoping / PE & Environ.	\$ 4,000	TBD
8	Telegraph Avenue Multimodal Corridor	North	Scoping / PE & Environ.	\$ 3,000	TBD
9	University Avenue Multimodal Corridor	North	Scoping / PE & Environ.	\$ 2,000	TBD
Bicycle/Pedestrian					
10	East Bay Greenway	North Central	PE & Environmental*	\$ 6,501	TBD
Highways and Interchange Modernization					
I-80 Corridor					
11	I-80/Ashby Avenue Interchange Improvements	North	PE & Environmental	\$ 4,000	\$ 52,000
12	I-80 /Gilman Street Interchange Improvements	North	PE & Environmental*	\$ 3,557	\$ 33,810
I-580 Corridor					
13	I-580/I-680 Interchange Improvements	East	Scoping	\$ 1,000	\$ 1,457,650
I-680 Corridor					
14	I-680 NB HOV/Express Lane (Auto Mall Pkwy. to SR 84)	East South	Final Design and PS&E*	\$ 18,270	\$ 200,474
I-880 Corridor					
15	I-880/Industrial Pkwy West Interchange	Central South	Scoping	\$ 825	\$ 54,249
16	I-880/Whipple Rd-Industrial Pkwy Southwest Interchange	Central South	Scoping	\$ 825	\$ 76,316
17	I-880/Winton Avenue Interchange	Central	Scoping	\$ 1,500	\$ 43,410
18	Oakland-Alameda Freeway Access (formerly I-880/Broadway-Jackson Improvements)	North	PE & Environmental*	\$ 5,900	\$ 216,598
19	South County Access (SR 262 (Mission Blvd) Cross Connector)	South	Scoping	\$ 1,500	\$ 131,500
SR-84 Corridor					
20	SR 84/I-680 Interchange and SR 84 Widening	East	PE & Environmental*	\$ 5,300	\$ 200,000

* Current ongoing phase.

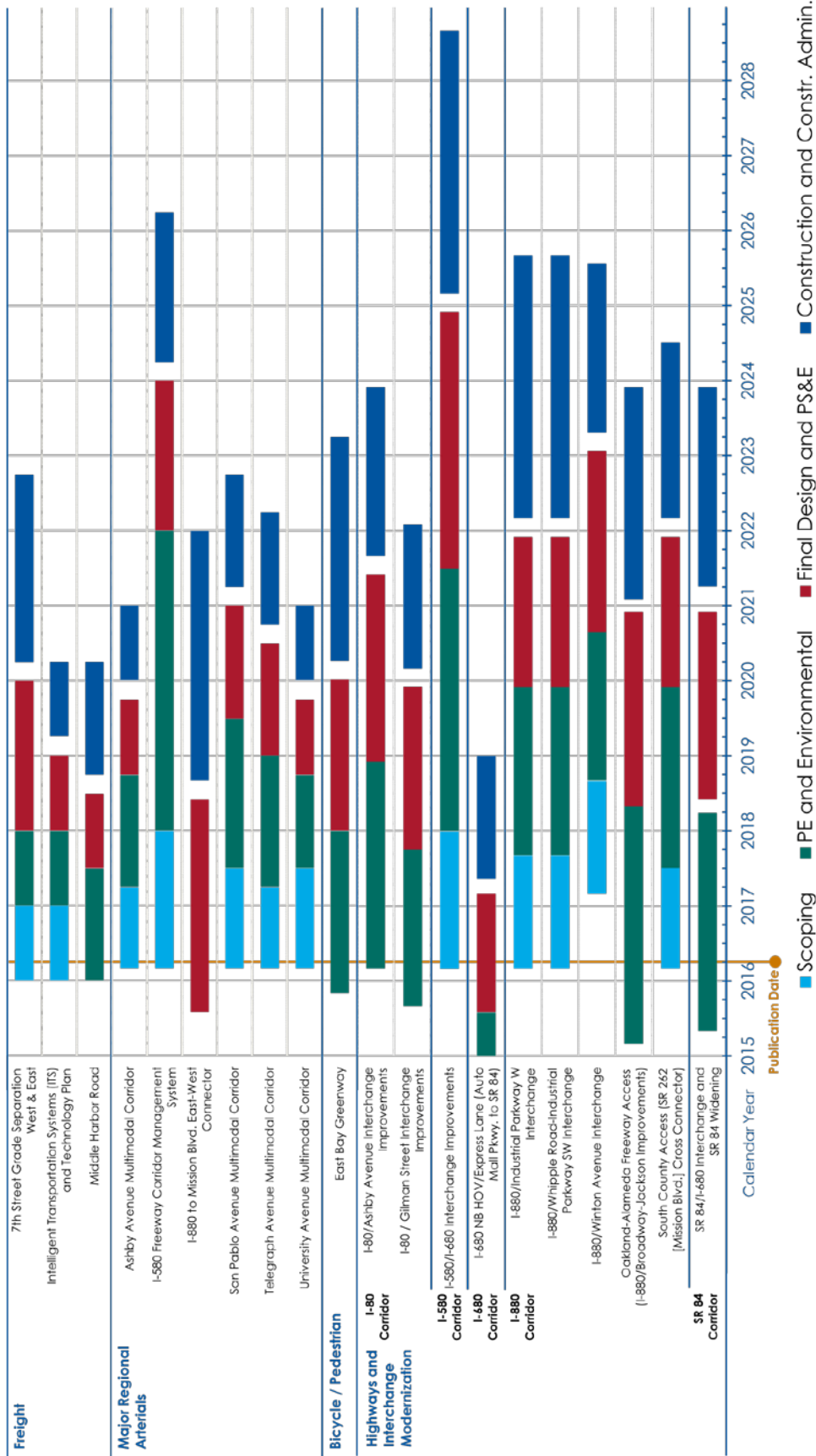


Figure 2: Schedule of Alameda CTC-delivered Measure BB Capital Projects

Figure 2 provides the anticipated schedules for these projects, by phase. To deliver the project scope according to these timelines, Alameda CTC is committed to exploring all eligible external sources of funding to supplement allocations from Measure BB. Durations shown in Figure 2 are estimates only and are subject to change, pending completion of the Preliminary Engineering and Environmental phase of each project. For more detailed scheduling information, see *Appendix C: Program Schedule*.

Figure 3 forecasts total program staffing needs. Staffing levels align with the project schedules in Figure 2. Estimates for Alameda CTC staffing requirements and all supporting technical and engineering services were calculated by phase for each project, then overlaid on the durations for each phase, as reflected in Figure 2. The result is a time-phased staffing forecast for this Plan. The number of full-time equivalents (FTE), a measure of staffing resources, increases or decreases relative to the activities shown in the program schedule. For example, when the schedule indicates that the peak of program activity has passed, the number of FTEs mobilized also declines over time. For more information about resources, see 4. *Delivery Strategy*. Note that Figure 3 excludes construction contractor labor.

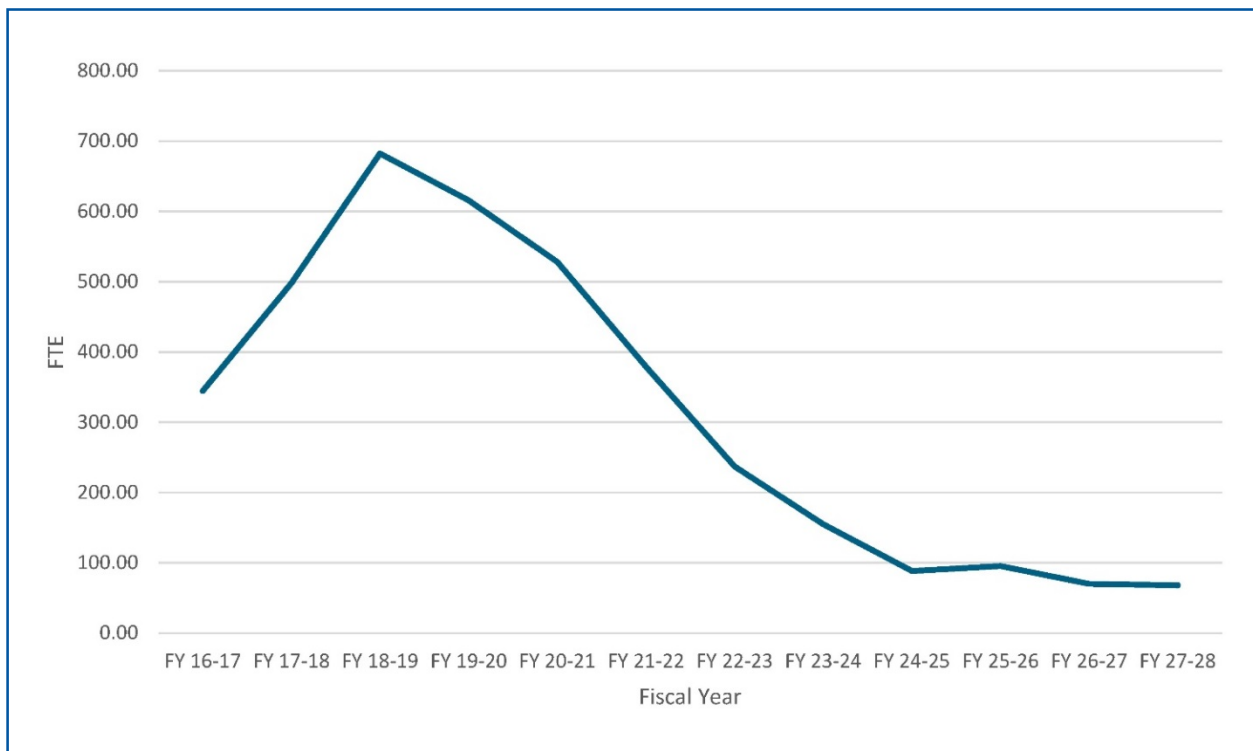


Figure 3: Total Staffing Forecast for Alameda CTC-delivered Measure BB Capital Projects

The information in this Plan was accurate at the date of publication. Many of the projects discussed are in the early stages of planning; later versions of this Plan will

contain updated information that may vary from details in this edition, such as for project scope, cost estimates, staffing requirements, and forecast schedule dates.

Summary of Commission Actions

This *Measure BB Capital Project Delivery Plan* requests the following near-term action from the Alameda CTC Commissioners:

Approve this initial plan, which will allow Alameda CTC to:

- Develop a staffing plan for recruiting the internal resources needed to support the implementation of this Plan.
- Prepare scopes of work for the issuance of RFPs for technical and engineering service contracts to execute each project phase.
- Program the funding needed to deliver this Plan.



Memorandum

6.8

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: March 17, 2016

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

RECOMMENDATION: Approve the Measure BB Community Development Investments Program Guideline

Summary

The 2014 Transportation Expenditure Plan (TEP) identifies four percent of net sales tax revenue to fund, on a discretionary basis, the Community Development Investments Program (CDIP). These funds will be programmed as part of the development of the Alameda CTC Comprehensive Investment Plan (CIP). 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.

The initial Draft CDIP guidelines were presented in September 2015, and a total of 19 comments were received. The comments have been condensed and segregated into three categories: Category 1: Minor clarifications/revisions specific to the CDIP, Category 2: Fundamental changes to the CDIP, and Category 3: Clarifications/revisions on programming procedures relative to the CDIP and other Alameda CTC funded programs which will be addressed and incorporated into the CIP programming procedure. Category 1 and Category 2 comments are specific to the CDIP, and are addressed in the CDIP Program Guideline.

Background

The CDIP is a discretionary program in the 2014 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 MBB guidelines, the Commission approved CIP process, the Alameda CTC Countywide Transit Plan (CTP) and generally accepted programming methods were used in the development of the initial draft MBB CDIP guidelines which were presented to the Alameda CTC Technical Advisory Committee (ACTAC) and the Commission in September 2015. During the review period, a total of 19 comments were received. The comments

were condensed and segregated into three categories: Category 1: Minor clarifications/revisions specific to the CDIP, Category 2: Fundamental changes to the CDIP, and Category 3: Clarifications/revisions on programming procedures relative to the CDIP and other Alameda CTC funded programs. A summary of the comments and recommendations are provided in Attachment A (Summary of Comments Received on Initial Draft CDIP Guidelines).

A few comments were received suggesting alternatives to a 70 percent funding minimum for capital projects. The initial CDIP guidelines set a minimum of 70 percent of available funds to be specifically allocated to capital projects for infrastructure elements, resulting in a maximum of 30 percent available to fund shuttle programs. The current Measure BB revenue projections indicate that at the 30 percent funding level, all current shuttle applicants could be accommodated and capacity would still be available for new shuttle programs and/or expanded shuttle services. The capacity for new shuttles would dramatically increase after April 1, 2022, when the full one-cent collection under Measure BB begins. Therefore, staff recommends that a minimum of 70% of CDIP funds be made available for capital projects.

For eligible shuttle programs, staff received comments that the proposed grant award to any one shuttle program for operations in the amount of \$500,000 per year, with a five-year maximum of \$2 million is insufficient. The recommendation for the shuttle operations grant award limits considered information provided by shuttle operators collected in the Transit Plan study, shuttle applications from the CTP, and current shuttle funding from other programs. The information contained within the CTP applications were the primary driver for the establishment of the award limits. FY 16-17 needs for existing shuttles ranged from \$100,000-\$450,000.

The proposed \$2.0 M cap over a five-year period was intended to provide sufficient time to encourage and implement cost-effectiveness strategies including: negotiating longer-term lower annual cost contracts; arranging for a more permanent funding stream (such as budgeting of new Measure BB Direct Local Distribution funds); pursuing new funding opportunities. Awarding for operations over a five-year period would unnecessarily commit funding for programs that may have significant operational changes in the outer years. Awards for a two-year period would be consistent with the CIP allocation timing and allow an opportunity to use more current information to determine performance and funding needs prior to committing additional funds.

Therefore, it is recommended that CDIP Guideline includes no change to the annual limit of \$500,000; however, removal of the \$2.0 M five-year cap and establishment of a two-year award period consistent with the CIP allocation cycle.

The CDIP guidelines as proposed supports the Program's purpose and objectives. As the Program evolves and matures, the CIP annual update affords the opportunity to review the CDIP guidelines and make adjustments, as necessary, to ensure the Program's purpose and objectives remain intact.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Summary of Comments Received on Initial Draft CDIP Guidelines
- B. Revised Draft MBB CDIP Guidelines

Staff Contact

[Trinity Nguyen](#), Senior Transportation Engineer
[James O'Brien](#), Programming and Allocations

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**Comments Received on Draft Community Development Investments Program Guidelines
October 22, 2015**

Category 1: Minor clarifications/revisions specific to the CDIP				
#	Commenter	Section	Comment	Response/Recommendation
1	ACTAC	Objectives	Recommend clarity that funding is for transportation projects.	Noted and incorporated.
10	ACTAC	Appendix B: Project /Program Eligibility Elements	Table A: Various requests to include additional project/program elements.	Table A provides only examples of eligible project/program types. Please note that project types not specifically identified are not necessarily excluded. Projects will be selected based upon the results of the selection criteria.
9	ACTAC	Appendix A: Selection Criteria (Shuttles)	Table A: Please clarify how multi-jurisdictional connectivity will be applied.	Multi-jurisdictional connectivity would include providing connections to BART or other transit points to a multi-jurisdictional route.

Category 2: Fundamental changes to the CDIP				
#	Commenter	Section	Comment	Response/Recommendation
3	ACTAC/PPC	Programming Methodology	<p>Award limitations for shuttle operations. Various comments including:</p> <ul style="list-style-type: none"> - Shuttle maximum award of \$500,000/year is not sufficient - 5-year cap of \$2.0 million is too low 	<p>The proposed \$2.0 M cap over a five-year period was intended to provide sufficient time to encourage and implement cost-effectiveness strategies including negotiating longer-term lower annual cost contracts, arranging for a more permanent funding stream (such as budgeting of new Measure BB Direct Local Distribution funds), and pursuing new funding opportunities. The range of funding needs identified in the CTP for current shuttle programs' operating needs is \$100,000-\$450,000 annually. Over the five-year period, program needs may change. A two-year award period would provide better gauge of revenues and needs. Recommendation: Keep \$500,000 per year annual maximum, award for a two-year period, and remove \$2.0 M five-year cap.</p>
4	ACTAC/PPC	Programming Methodology	<p>Various comments relative to a 70%/30% split including:</p> <ul style="list-style-type: none"> - Apply 60% for capital and 40% for programs - Apply 20% minimum for shuttles - 30% is not enough for shuttles 	<p>The fund estimate equivalent to 30% of the CDIP total revenue would fund all current shuttle operations within the award limits currently proposed and would have capacity to add additional shuttle programs.</p>

Category 3: Clarifications/revisions with impacts to multiple programs				
#	Commenter	Section	Comment	Response/Recommendation
2	ACTAC/PPC	Programming Methodology	Award limitations for capital projects. What is the maximum award or matching requirements for capital projects?	Capital projects, due to the significant variation in project costs, phases to be funded, and level of risk, awards will be assessed on a case-by-case basis. Capital project matching fund requirements and the associated scoring levels will be established when the project nomination period begins this Summer. Nominees will have an opportunity to see the scoring elements prior to submitting updated application information.
6	ACTAC	Programming Methodology	Please clarify what would qualify as matching funds and when matching funds would be required.	Matching funds are all funds for which the applicant is committing to make available to the project for the amount of project funding requested. These may include previously awarded funds from the Alameda CTC or funds for which the applicant and/or sponsor has sole discretion to commit to the project.
7	ACTAC	Programming Methodology	There is no reference to Geographic Distribution: The footnotes on page 6 of the TEP shows preliminary allocations of North County Funds (subject to change by Alameda CTC) equating to approximately 2/3 of the total CDIP funding capacity.	Geographic Equity Provisions are a requirement of the 2014 Transportation Expenditure Plan (TEP) and policy is being developed in the broader context of geographic equity through the Comprehensive Investment Plan (CIP).
8	ACTAC	Appendix A: Selection Criteria (Capital Projects)	Appendix A: Selection Criteria (Capital Projects) Would like to see higher % for benefits and reduced % for match requirements.	It is intended that the Selection Criteria Categories will be the same across all programs. The project nomination period begins this Summer. Nominees will have an opportunity to see the scoring elements applicable to capital projects prior to submitting updated application information.

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

A. PURPOSE

The 2014 Transportation Expenditure Plan (TEP) establishes a total of 4 percent of net sales tax revenue, for the development and implementation of the Community Development Investments 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

The program objectives are to 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 transportation that supports 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 percent of available program funds will be specifically allotted to capital projects for infrastructure investments. The remaining 30 percent 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. Awards will be for a two-year period. 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 (Selection Criteria).
5. Award Stipulations
 - a. Within two months of funding approval, Project Sponsor must submit a resolution authorizing acceptance of the recommended funding award.
 - b. Enter into a Funding Agreement with Alameda CTC as detailed in Section D (Agreement and Performance Requirements).
 - c. Project Sponsor is required to provide the expertise and staff resources necessary to successfully deliver projects within the constraints of the funding source requirements.
 - d. 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.
 - e. 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 Project 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

Plans and Studies will be required to complete deliverable(s) as approved and within the established schedule.

Refer to Appendix B (Project/Program Eligibility Elements) for details of eligible and ineligible project/program elements.

APPENDIX A
SELECTION CRITERIA
(Category weights and criteria scoring details to be provided
during Project Nomination Period)

CAPITAL PROJECTS

Category	Criteria
<u>Benefits</u>	<p>Access Improvements</p> <ul style="list-style-type: none"> <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 <p>Safety & Security</p> <ul style="list-style-type: none"> <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 <p>Connectivity/Gap Closures</p> <ul style="list-style-type: none"> <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 <p>Multimodal Benefits</p> <ul style="list-style-type: none"> <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 <p>Economic Growth</p> <ul style="list-style-type: none"> <input type="checkbox"/> Promotes job growth <input type="checkbox"/> Supports residential developments and/or jobs adjacent to transit
<u>Sustainability</u>	<ul style="list-style-type: none"> <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
<u>Matching Funds</u>	<ul style="list-style-type: none"> <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)
<u>System Efficiencies</u>	<ul style="list-style-type: none"> <input type="checkbox"/> Synergies with other projects (complements another on-going project)

SHUTTLES

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

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

MBB Program Guidelines
Community Development Investments Program

	Existing Shuttles Criteria	New Shuttles Criteria
<u>Sustainability/ Effectiveness</u>	<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 transit 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 transit service
<u>Matching Funds</u>	<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>System Efficiencies</u>	<input type="checkbox"/> Synergies with other projects/programs	<input type="checkbox"/> Synergies with other projects/programs

APPENDIX B PROJECT/PROGRAM ELIGIBILITY ELEMENTS

TABLE A: Example Eligible Project/Program Types	
Category	Project/Program Types ¹
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 developments and near transit facilities with sample elements such as pedestrian street lighting, bulb outs, crosswalk and sidewalk improvements, new striping for bicycle lanes and road diets, way finding signage and bus shelters
Bicycle/Pedestrian	Bikeways and bike-transit facilities, bicycle/pedestrian paths and bridges, safe routes to transit, bicycle parking
Programs	
Transit Operations	Shuttles
Plans and Studies	
Plans and Studies (Transportation)	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.

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

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



Memorandum

6.9

1111 Broadway, Suite 800, Oakland, CA 94607

PH: (510) 208-7400

www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: FY15-16 Mid-Year Budget Update

RECOMMENDATION: Approve the proposed FY15-16 Mid-Year Budget Update

Summary

The proposed update to the FY2015-16 budget was developed to reflect changes to the revenues and expenditures on projects and programs since the original budget was adopted in June 2015. Similarly to the originally adopted budget, this update has been segregated by fund type and includes an adjustment column to eliminate interagency revenues and expenditures on a consolidated basis. The fund types are comprised of General Funds, Enterprise Fund, Special Revenue Funds, Exchange Fund, Debt Service Fund and Capital Project Funds.

The proposed budget update contains revenues totaling \$370.1 million of which sales tax revenues comprise \$270.0 million, or 73 percent. The proposed budget also includes an update to actual audited FY2014-15 fund balances rolled forward by fund into FY2015-16 of \$76.9 million for total available resources of \$667.9 million. The total revenue amount proposed is an increase of \$48.7 million over the currently adopted budget mostly related to state funding for capital projects. The revenues are offset in the proposed budget update by \$391.9 million in total expenditures of which \$191.1 million, or 49 percent, are allocated for capital project expenditures and \$3.9 million, or 1 percent, is allocated for salaries and benefits. The total expenditure amount is an increase of \$125.9 million over the currently adopted budget. This significant increase is due to the adjustment of the capital roll forward balance from FY2014-15, which was included in the approved FY2015-16 budget on the capital spreadsheets but could not be pulled forward to the consolidated Alameda CTC budget spreadsheet until the final fund balance roll forward amounts were updated based on the audited Comprehensive Annual Financial Report for the year ended June 30, 2015. The update of the audited fund balances from FY2014-15 and the projected revenue and expenditure totals constitute a net decrease in the projected fund balance of \$0.3 million and a projected consolidated ending fund balance of \$276.0 million.

The budget update includes revenues and expenditures necessary to develop and implement the following vital planning projects and programs in Alameda County:

- Sustainable Communities – Technical Assistance Program

- Countywide Transit Plan
- Countywide Transportation Plan and Update
- Countywide Goods Movement Plan
- Integrated Arterial Corridor Strategy

In addition to the planning projects and programs listed above, the budget also contains revenues and expenditures necessary to fund and deliver significant capital projects intended to expand access and improve mobility in Alameda County consistent with the FY2015-16 Comprehensive Investment Plan approved by the Commission in June 2015. Some of the key projects included in the proposed budget include:

- Route 84 Expressway Project
- I-880 to Route 238 East-West Connector Project (formerly the Route 84 Historic Parkway Project) in Fremont and Union City
- I-580 Westbound High Occupancy Vehicle/High Occupancy Toll Lane Projects
- I-580 Eastbound High Occupancy Vehicle/High Occupancy Toll Lane Projects
- I-680 Northbound High Occupancy Vehicle/High Occupancy Toll Lane Projects
- Route 92 Clawiter-Whitesell Interchange Project
- I-80 Integrated Corridor Mobility Project
- BART Warm Springs Extension Project
- I-880 Southbound High Occupancy Vehicle Lane Project
- I-880 North Safety and Operational Improvements Project at 23rd & 29th Avenues in Oakland

Similarly to the originally adopted budget for FY2015-16, the proposed budget update allows for an additional inter-fund loan from the Alameda County Transportation Authority (ACTA) Capital Fund to the Alameda County Congestion Management Agency (ACCMA) General Fund of \$5 million, if and when necessary, during FY2015-16, which would bring the total authorized loan amount to \$15 million. The loan program was adopted by the Commission in March, 2011 to help cash flow the ACCMA Capital Improvement Program. Per the adopted loan program, ACCMA is expected to repay ACTA the principal balance when it is in a position to do so, which is expected to be in 2017 when their Capital Improvement Program is expected to wind down.

The 2000 Measure B and Measure BB Limitation ratios required by the Transportation Expenditure Plan and the Public Utilities Code were calculated based on the proposed updated budgeted revenues and expenditures and were found to be in compliance with all limitation requirements.

Background

Development of the FY2015-16 budget and this proposed budget update were centered on the vision and goals for transportation established in the Comprehensive Investment Plan. The objective was to develop a budget that would enable the Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. This was accomplished by devoting available resources to identify transportation needs and opportunities in the County and formulate strategies and solutions; by providing the funding necessary to evaluate, prioritize, and fund programs and projects;

and by funding the delivery of quality programs and projects so they could be completed on schedule and within budget.

Fiscal Impact:

The fiscal impact of approving the proposed FY2015-16 budget update would be to allow the roll forward of audited fund balances from FY2014-15 of \$76.9 million, provide additional resources of \$48.7 million and authorize additional expenditures of \$125.9 million, reflecting an overall decrease in fund balance of \$0.3 million for a projected ending fund balance of \$276.0 million.

Attachments

- A. Alameda CTC FY2015-16 Proposed Budget Update
- B. Alameda CTC FY2015-16 Currently Adopted Budget
- C. Alameda CTC FY2015-16 Proposed Budget Adjustments
- D. Congestion Management FY2015-16 Proposed Capital Projects Budget Update
- E. 2000 Measure B Sales Tax FY2015-16 Proposed Capital Projects Budget Update
- F. 1986 Measure B Sales Tax FY2015-16 Proposed Capital Projects Budget Update
- G. 2014 Measure BB Sales Tax FY2015-16 Proposed Capital Projects Budget Update

Staff Contact

[Patricia Reavey](#), Director of Finance and Administration

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**Alameda County Transportation Commission
FY2015-16 Proposed Budget Update**

	General Funds Proposed	Enterprise Proposed	Special Revenue Proposed	Exchange Fund Proposed	Debt Service Fund Proposed	Capital Project Funds Proposed	Inter-Agency Adjustments/ Eliminations Proposed	Total Proposed
Beginning Fund Balance	\$ 29,599,437	\$ -	\$ 34,421,406	\$ 4,929,549	\$ 14,843,792	\$ 214,039,271	\$ -	\$ 297,833,455
Revenues:								
Sales Tax Revenues	\$ 11,475,000	\$ -	\$ 162,833,928	\$ -	\$ -	\$ 95,691,072	\$ -	\$ 270,000,000
Investment Income	33,000	-	104,000	-	23,000	525,000	-	685,000
Member Agency Fees	1,394,819	-	-	-	-	-	-	1,394,819
VRF Funds	108,108	-	12,000,000	-	-	1,469,530	(1,577,638)	12,000,000
Toll Revenues	-	1,425,000	-	-	-	-	-	1,425,000
Violation Penalty Revenues	-	300,000	-	-	-	-	-	300,000
Other Revenues	164,335	1,076,576	2,009,907	14,687,118	-	8,405,824	(9,656,305)	16,687,453
Grants	10,616,282	351,250	315,084	-	-	104,419,010	(48,109,666)	67,591,960
Total Revenues	23,791,543	3,152,826	177,262,919	14,687,118	23,000	210,510,436	(59,343,609)	370,084,232
Expenditures:								
<u>Administration</u>								
Salaries and Benefits	1,795,360	-	-	-	-	109,402	-	1,904,762
General Office Expenses	1,727,247	-	6,700	-	5,701,350	188,839	(6,700)	7,617,436
Other Administration	2,685,622	-	-	-	-	233,339	-	2,918,961
Commission and Community Support	221,300	-	17,500	-	-	-	(17,500)	221,300
Contingency	188,000	-	-	-	-	12,000	-	200,000
<u>Operations</u>								
Salaries and Benefits	-	46,326	-	-	-	-	-	46,326
Project Management and Support	-	115,000	-	-	-	-	-	115,000
Operating Expenditures	-	2,010,250	-	-	-	-	(1,427,826)	582,424
<u>Planning</u>								
Salaries and Benefits	636,315	-	-	-	-	-	-	636,315
Planning Management and Support	720,149	-	-	-	-	-	-	720,149
Transportation Planning	4,520,012	-	-	-	-	-	(1,329,162)	3,190,850
Congestion Management Program	270,000	-	-	-	-	-	-	270,000
Other Planning Projects	-	-	-	-	-	-	-	-
<u>Programs</u>								
Salaries and Benefits	306,782	-	853,161	44,759	-	-	(164,706)	1,039,996
Programs Management and Support	237,800	-	1,846,860	5,000	-	-	-	2,089,660
Safe Routes to School Programs	3,275,230	-	-	-	-	-	(400,125)	2,875,105
VRF Programming and Other Costs	-	-	10,809,108	-	-	-	(108,108)	10,701,000
Measure B/BB Direct Local Distribution	-	-	139,514,658	-	-	-	-	139,514,658
Grant Awards	-	-	8,135,512	-	-	-	-	8,135,512
Other Programming	130,000	-	3,425,500	14,637,359	-	-	(166,545)	18,026,314
<u>Capital Projects</u>								
Salaries and Benefits	-	-	-	-	-	364,325	(92,153)	272,171
Project Management and Support	-	-	-	-	-	4,487,419	-	4,487,419
Capital Project Expenditures	-	-	-	-	-	242,256,575	(55,887,643)	186,368,932
<u>Indirect Cost Recovery/Allocation</u>								
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(256,859)	-	-	-	-	-	256,859	-
Total Expenditures	16,456,958	2,171,576	164,608,999	14,687,118	5,701,350	247,651,898	(59,343,609)	391,934,289
Net Change in Fund Balance	7,334,586	981,250	12,653,920	-	(5,678,350)	(37,141,463)	-	(21,850,057)
Projected Ending Fund Balance	\$ 36,934,023	\$ 981,250	\$ 47,075,326	\$ 4,929,549	\$ 9,165,442	\$ 176,897,808	\$ -	\$ 275,983,398

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**Alameda County Transportation Commission
FY2015-16 Currently Adopted Budget**

	General Funds	Enterprise Fund	Special Revenue Funds	Exchange Fund	Debt Service Fund	Capital Project Funds	Inter-Agency Adjustments/ Eliminations	Total
Beginning Fund Balance	\$ 27,048,215	\$ -	\$ 21,765,840	\$ 5,003,160	\$ 14,725,414	\$ 152,417,815	\$ -	\$ 220,960,444
Revenues:								
Sales Tax Revenues	\$ 11,475,000	\$ -	\$ 162,833,928	\$ -	\$ -	\$ 95,691,072	\$ -	\$ 270,000,000
Investment Income	33,000	-	104,000	-	23,000	525,000	-	685,000
Member Agency Fees	1,394,819	-	-	-	-	-	-	1,394,819
VRF Funds	108,108	-	12,000,000	-	-	-	(108,108)	12,000,000
Toll Revenues	-	1,425,000	-	-	-	-	-	1,425,000
Violation Penalty Revenues	-	300,000	-	-	-	-	-	300,000
Other Revenues	133,946	800,507	2,016,957	10,935,179	-	1,193,900	(2,144,974)	12,935,515
Grants	12,914,765	557,250	310,259	-	-	27,672,825	(18,772,512)	22,682,588
Total Revenues	26,059,638	3,082,757	177,265,144	10,935,179	23,000	125,082,798	(21,025,594)	321,422,922
Expenditures:								
<u>Administration</u>								
Salaries and Benefits	1,859,775	-	-	-	-	114,921	-	1,974,696
General Office Expenses	1,662,176	-	3,000	-	5,701,350	187,063	(3,000)	7,550,589
Other Administration	2,648,733	-	40,000	-	-	226,877	-	2,915,610
Commission and Community Support	131,150	-	28,250	-	-	-	(28,250)	131,150
Contingency	188,000	-	-	-	-	12,000	-	200,000
<u>Operations</u>								
Salaries and Benefits	-	33,168	-	-	-	-	-	33,168
Project Management and Support	-	246,250	-	-	-	-	-	246,250
Operating Expenditures	-	2,305,464	-	-	-	-	(1,357,757)	947,707
<u>Planning</u>								
Salaries and Benefits	778,530	-	-	-	-	-	-	778,530
Planning Management and Support	720,149	-	-	-	-	-	-	720,149
Transportation Planning	6,983,589	-	-	-	-	-	(1,774,102)	5,209,487
Congestion Management Program	680,000	-	-	-	-	-	-	680,000
Other Planning Projects	-	-	-	-	-	-	-	-
<u>Programs</u>								
Salaries and Benefits	279,750	-	741,627	40,758	-	-	(181,271)	880,863
Programs Management and Support	188,500	-	1,836,360	5,000	-	-	-	2,029,860
Safe Routes to School Programs	2,675,230	-	-	-	-	-	(328,324)	2,346,906
VRF Programming and Other Costs	-	-	16,354,108	-	-	-	(108,108)	16,246,000
Measure B/BB Direct Local Distribution	-	-	139,514,658	-	-	-	-	139,514,658
Grant Awards	-	-	12,179,201	-	-	-	-	12,179,201
Other Programming	270,000	-	5,605,233	10,889,421	-	-	(131,331)	16,633,323
<u>Capital Projects</u>								
Salaries and Benefits	-	-	-	-	-	412,908	(101,410)	311,497
Project Management and Support	-	-	-	-	-	4,487,419	-	4,487,419
Capital Project Expenditures	-	-	-	-	-	67,337,358	(17,294,721)	50,042,637
<u>Indirect Cost Recovery/Allocation</u>								
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(282,682)	-	-	-	-	-	282,682	-
Total Expenditures	18,782,900	2,584,882	176,302,436	10,935,179	5,701,350	72,778,545	(21,025,594)	266,059,698
Net Change in Fund Balance	7,276,738	497,875	962,708	-	(5,678,350)	52,304,253	-	55,363,223
Projected Ending Fund Balance	\$ 34,324,953	\$ 497,875	\$ 22,728,548	\$ 5,003,160	\$ 9,047,064	\$ 204,722,068	\$ -	\$ 276,323,667

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**Alameda County Transportation Commission
FY2015-16 Proposed Budget Adjustments**

	General Funds Adjustment	Enterprise Adjustment	Special Revenue Adjustment	Exchange Fund Adjustment	Debt Service Fund Adjustment	Capital Project Funds Adjustment	Inter-Agency Adjustments/ Eliminations Adjustment	Total Adjustment
Beginning Fund Balance	\$ 2,551,222	\$ -	\$ 12,655,566	\$ (73,611)	\$ 118,378	\$ 61,621,456	\$ -	\$ 76,873,011
Revenues:								
Sales Tax Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	-	-	-	-	-	-	-	-
Member Agency Fees	-	-	-	-	-	-	-	-
VRF Funds	-	-	-	-	-	1,469,530	(1,469,530)	-
Toll Revenues	-	-	-	-	-	-	-	-
Violation Penalty Revenues	-	-	-	-	-	-	-	-
Other Revenues	30,389	276,069	(7,050)	3,751,939	-	7,211,923	(7,511,331)	3,751,939
Grants	(2,298,484)	(206,000)	4,825	-	-	76,746,185	(29,337,154)	44,909,372
Total Revenues	(2,268,095)	70,069	(2,225)	3,751,939	-	85,427,638	(38,318,015)	48,661,311
Expenditures:								
<u>Administration</u>								
Salaries and Benefits	(64,415)	-	-	-	-	(5,519)	-	(69,934)
General Office Expenses	65,071	-	3,700	-	-	1,776	(3,700)	66,847
Other Administration	36,889	-	(40,000)	-	-	6,462	-	3,351
Commission and Community Support	90,150	-	(10,750)	-	-	-	10,750	90,150
Contingency	-	-	-	-	-	-	-	-
<u>Operations</u>								
Salaries and Benefits	-	13,158	-	-	-	-	-	13,158
Project Management and Support	-	(131,250)	-	-	-	-	-	(131,250)
Operating Expenditures	-	(295,214)	-	-	-	-	(70,069)	(365,283)
<u>Planning</u>								
Salaries and Benefits	(142,215)	-	-	-	-	-	-	(142,215)
Planning Management and Support	-	-	-	-	-	-	-	-
Transportation Planning	(2,463,577)	-	-	-	-	-	444,940	(2,018,637)
Congestion Management Program	(410,000)	-	-	-	-	-	-	(410,000)
Other Planning Projects	-	-	-	-	-	-	-	-
<u>Programs</u>								
Salaries and Benefits	27,032	-	111,534	4,001	-	-	16,565	159,133
Programs Management and Support	49,300	-	10,500	-	-	-	-	59,800
Safe Routes to School Programs	600,000	-	-	-	-	-	(71,801)	528,199
VRF Programming and Other Costs	-	-	(5,545,000)	-	-	-	-	(5,545,000)
Measure B/BB Direct Local Distribution	-	-	-	-	-	-	-	-
Grant Awards	-	-	(4,043,688)	-	-	-	-	(4,043,688)
Other Programming	(140,000)	-	(2,179,734)	3,747,938	-	-	(35,214)	1,392,991
<u>Capital Projects</u>								
Salaries and Benefits	-	-	-	-	-	(48,583)	9,257	(39,326)
Project Management and Support	-	-	-	-	-	-	-	-
Capital Project Expenditures	-	-	-	-	-	174,919,217	(38,592,922)	136,326,296
<u>Indirect Cost Recovery/Allocation</u>								
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	25,823	-	-	-	-	-	(25,823)	-
Total Expenditures	(2,325,942)	(413,306)	(11,693,438)	3,751,939	-	174,873,353	(38,318,015)	125,874,591
Net Change in Fund Balance	57,848	483,375	11,691,212	-	-	(89,445,715)	-	(77,213,280)
Projected Ending Fund Balance	\$ 2,609,070	\$ 483,375	\$ 24,346,778	\$ (73,611)	\$ 118,378	\$ (27,824,259)	\$ -	\$ (340,269)

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**Congestion Management
FY2015-16 Proposed Budget Update**

Project Name	Project #	(A)	(B)	(C)	(D)	(E)	(C) + (D) + (E) = (F)	Funding Sources				
		Adopted FY 2014-15 Capital Budget	Actual FY 2014-15 Expenditures	FY 2014-15 Rollover to FY 2015-16	Adopted FY 2015-16 Capital Budget	FY 2015-16 Capital Budget Adjustment	FY 2015-16 Capital Budget w/ Actual Rollover	Total Local Funding Sources	Total Regional Funding Sources	Total State Funding Sources	Total Federal Funding Sources	Total Capital Projects Funding Sources
I-580 San Leandro Soundwall/Landscape	774.0-1	\$ 186,289	\$ 32,585	\$ 153,704	\$ (115,882)	\$ -	\$ 37,822	\$ 26,288	\$ -	\$ -	\$ 11,534	\$ 37,822
Grand MacArthur	702.0	22,000	-	22,000	(481)	-	21,519	20,519	-	-	1,000	21,519
I-680 HOT Lane	710.0-5	4,062,528	10,401	4,052,127	(1,065,420)	4,248	2,990,954	2,383,321	-	15,309	592,324	2,990,954
I-680 Northbound HOV / Express Lane	721.0	2,172,782	1,394,995	777,787	8,327,218	(2,000,000)	7,105,005	4,105,005	-	3,000,000	-	7,105,005
I-80 Gilman Interchange Improvements	765.0	706,223	119,321	586,902	1,500,000	(1,500,000)	586,902	133,843	-	-	453,059	586,902
I-580 PSR at 106th Eastbound Off-Ramp	735.0	-	-	-	-	-	-	-	-	-	-	-
Smart Corridors Operation and Maintenance	945.0	1,588,664	246,891	1,341,772	-	-	1,341,772	1,341,772	-	-	-	1,341,772
Smart Corridors Operation and Maintenance/Tri-Valley	945.1	-	-	-	-	-	-	-	-	-	-	-
Caldecott Tunnel	716.0	1,744,286	893,727	850,559	2,721,100	-	3,571,660	3,571,660	-	-	-	3,571,660
Center to Center	715.0	-	-	-	-	-	-	-	-	-	-	-
I-880 North Safety & Op Improv 23rd&29th	717.0	7,634,265	1,980,273	5,653,992	2,140	46,086	5,702,218	3,560,896	2,110,852	26,189	4,280	5,702,218
I-580 Eastbound HOV Lane	720.0	-	(2,667)	2,667	-	-	2,667	-	2,667	-	-	2,667
I-580 Environmental Mitigation	720.3	197,196	-	197,196	-	-	197,196	-	197,196	-	-	197,196
I-580 Eastbound Express (HOT) Lane	720.4	17,173,390	11,831,543	5,341,847	1,936,159	611,680	7,889,686	3,418,337	1,722,844	1,748,505	1,000,000	7,889,686
I-580 Eastbound Auxiliary (AUX) Lane	720.5	7,384,150	3,251,240	4,132,910	1,942,246	-	6,075,156	5,166,649	869,212	-	39,295	6,075,156
I-580 Right of Way Preservation	723.0	608,420	23,090	585,330	-	-	585,330	578,373	-	6,957	-	585,330
I-580 Westbound HOV Lane	722.1, 724.0, 4-5	9,064,851	376,831	8,688,019	(5,871,538)	-	2,816,481	2,686,873	11,609	118,000	-	2,816,481
I-580 Westbound HOT Lane	724.1	15,416,786	11,488,678	3,928,108	11,552,504	2,380,679	17,861,290	15,847,290	-	2,014,000	-	17,861,290
Altamont Commuter Express Operations	725.0	16,739	26,073	(9,333)	20,000	-	10,666	10,666	-	-	-	10,666
Altamont Commuter Express	725.1	2,016,303	855,090	1,161,213	451,935	-	1,613,148	1,151,071	-	462,077	-	1,613,148
I-880 Southbound HOV Lane	730.0-2	9,020,213	655,527	8,364,686	367,621	3,049	8,735,356	8,735,356	-	-	-	8,735,356
I-880 Southbound HOV Lane Landscaping/Hardscaping	730.3	17,057	(6,700)	23,757	646,550	13	670,320	15,787	-	-	654,533	670,320
Webster Street Smart Corridor	740.0-2	341,608	32,195	309,412	(220,330)	77,855	166,938	127,758	-	-	39,180	166,938
Marina Boulevard/I-880 PSR	750.0	234,677	2,963	231,714	(222,036)	-	9,677	9,677	-	-	-	9,677
I-680/880 Cross Connector PSR	770.0	340,493	-	340,493	-	-	340,493	340,493	-	-	-	340,493
I-680 SB HOV Lane	772.0	3,920,952	-	3,920,952	(67,315)	-	3,853,637	143,529	-	3,541,749	168,359	3,853,637
Route 84 Widening Project - Pigeon Pass to Interstate 680	780.0	2,000,000	62,021	1,937,979	610,000	-	2,547,979	2,547,979	-	-	-	2,547,979
I-80 Integrated Corridor Mobility	791.0-6	16,163,246	5,640,757	10,522,489	-	200	10,522,688	178,886	-	10,280,521	63,281	10,522,688
Project Management / Closeout	700.0	66,367	75,382	(9,015)	100,000	-	90,985	90,985	-	-	-	90,985
		<u>\$ 102,099,484</u>	<u>\$ 38,990,218</u>	<u>\$ 63,109,266</u>	<u>\$ 22,614,470</u>	<u>\$ (376,191)</u>	<u>\$ 85,347,544</u>	<u>\$ 56,193,011</u>	<u>\$ 4,914,380</u>	<u>\$ 21,213,308</u>	<u>\$ 3,026,846</u>	<u>\$ 85,347,544</u>

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**2000 Measure B Sales Tax
FY2015-16 Proposed Budget Update**

Project Name	Project #	(A)	(B)	(C)	(D)	(E)	(C) + (D) + (E) = (F)	Funding Sources				
		Adopted FY 2014-15 Capital Budget	Actual FY 2014-15 Expenditures	FY 2014-15 Rollover to FY 2015-16	Adopted FY 2015-16 Capital Budget	FY 2015-16 Capital Budget Adjustment	FY 2015-16 Capital Budget w/ Actual Rollover	Total Local Funding Sources	Total Regional Funding Sources	Total State Funding Sources	Total Federal Funding Sources	Total Capital Projects Funding Sources
ACE Capital Improvements	601.0	\$ 3,184,599	\$ 720,865	\$ 2,463,735	\$ 1,559,773	\$ -	\$ 4,023,508	\$ 4,023,507	\$ -	\$ -	\$ -	\$ 4,023,507
BART Warm Springs Extension	602.0	42,775,793	58,594,385	(15,818,592)	11,540,207	14,728,385	10,450,000	10,450,000	-	-	-	10,450,000
BART Oakland Airport Connector	603.0	244,111	-	244,111	-	(244,111)	-	-	-	-	-	-
Downtown Oakland Streetscape	604.0	3,782,700	653,755	3,128,945	-	-	3,128,945	3,128,945	-	-	-	3,128,945
Telegraph Avenue Bus Rapid Transit	607.1	1,324,930	1,662,682	(337,751)	469,200	-	131,449	131,449	-	-	-	131,449
I-680 Express Lane	608.0-1	10,288,656	(397,872)	10,686,527	3,427,218	-	14,113,745	14,113,745	-	-	-	14,113,745
Iron Horse Trail	609.0	1,000,000	-	1,000,000	2,000,000	-	3,000,000	3,000,000	-	-	-	3,000,000
I-880/Broadway-Jackson Interchange	610.0	2,522,727	139,133	2,383,594	-	-	2,383,594	2,383,594	-	-	-	2,383,594
I-580/Castro Valley Interchanges Improvements	612.0	1,409,017	2,666,053	(1,257,035)	250,000	-	(1,007,035)	(7,505,097)	-	4,664,000	1,834,062	(1,007,035)
Lewelling/East Lewelling	613.0	0	(1,096,380)	1,096,380	(536,000)	-	560,380	560,380	-	-	-	560,380
I-580 Auxiliary Lanes	614.0	1,230	-	1,230	-	-	1,230	1,230	-	-	-	1,230
I-580 Auxiliary Lanes - Westbound Fallon to Tassajara	614.1	9,780	20,413	(10,633)	888,450	(870,607)	7,210	7,210	-	-	-	7,210
I-580 Auxiliary Lanes - Westbound Airway to Fallon	614.2	3,191,775	1,426,634	1,765,141	(799,124)	920,983	1,887,000	1,887,000	-	-	-	1,887,000
I-580 Auxiliary Lanes - E/B El Charro to Airway	614.3	45,986	-	45,986	7,797,014	(7,843,000)	-	-	-	-	-	-
Rte 92/Clawiter-Whitesell Interchange	615.0	7,161,302	9,125,997	(1,964,695)	6,000,000	6,864,695	10,900,000	10,900,000	-	-	-	10,900,000
Hesperian/Lewelling Widening	617.1	599,622	-	599,622	-	-	599,622	599,622	-	-	-	599,622
Westgate Extension	618.1	291,748	98,031	193,717	178,652	98,031	470,400	470,400	-	-	-	470,400
E. 14th/Hesperian/150th Improvements	619.0	2,191,871	167,098	2,024,773	-	-	2,024,773	2,024,773	-	-	-	2,024,773
I-238 Widening	621.0	214,327	518,441	(304,114)	(7,541,398)	7,925,349	79,838	79,838	-	-	-	79,838
I-680/I-880 Cross Connector Study	622.0	341,063	-	341,063	30,437	-	371,500	371,499	-	-	-	371,499
Isabel - Route 84/I-580 Interchange	623.0	9,798,695	1,909,402	7,889,294	-	(5,757,294)	2,132,000	2,131,999	-	-	-	2,131,999
Route 84 Expressway	624.0-3	32,666,571	17,739,026	14,927,544	9,650,000	-	24,577,544	24,577,544	-	-	-	24,577,544
Dumbarton Corridor	625.0	183,896	(44,520)	228,416	-	(228,416)	-	-	-	-	-	(0)
Dumbarton Corridor - Central Avenue Overpass	625.1	2,900,000	-	2,900,000	-	-	2,900,000	2,900,000	-	-	-	2,900,000
I-580 Corridor Improvements	626.0	25,842,571	15,478,626	10,363,946	2,400,000	-	12,763,946	12,763,946	-	-	-	12,763,946
I-80 Integrated Corridor Mobility	627.2	195,000	28,974	166,026	-	-	166,026	166,026	-	-	-	166,026
I-880 Corridor Improvements in Oakland and San Leandro	627.3	2,729,579	288,027	2,441,551	20,000	-	2,461,551	2,461,552	-	-	-	2,461,552
CWTP/TEP Development	627.4	48,689	-	48,689	-	-	48,689	48,689	-	-	-	48,689
Studies at Congested Segments/Locations on CMP	627.5	276,172	360	275,812	-	-	275,812	275,812	-	-	-	275,812
Project Management / Closeout	600.0	2,545,771	1,288,571	1,257,201	5,000,000	-	6,257,201	6,257,201	-	-	-	6,257,201
		<u>\$ 157,768,181</u>	<u>\$ 110,987,700</u>	<u>\$ 46,780,481</u>	<u>\$ 42,334,429</u>	<u>\$ 15,594,015</u>	<u>\$ 104,708,926</u>	<u>\$ 98,210,863</u>	<u>\$ -</u>	<u>\$ 4,664,000</u>	<u>\$ 1,834,062</u>	<u>\$ 104,708,925</u>

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**1986 Measure B Sales Tax
FY2015-16 Proposed Budget Update**

	(A)	(B)	(C)	(D)	(E)	(C) + (D) + (E) = (F)	
Project Name	Project #	Adopted FY 2014-15 Capital Budget	Actual FY 2014-15 Expenditures	FY 2014-15 Rollover to FY 2015-16	Adopted FY 2015-16 Capital Budget	FY 2015-16 Capital Budget Adjustment	FY 2015-16 Capital Budget w/ Actual Rollover
I-880 to Mission Blvd. Route 262 Interchange Reconstruction	501.0	\$ 597,631	\$ 41,132	\$ 556,499	\$ -		\$ 556,499
I-880 to Mission Blvd. and East-West Connector	505.0	22,440,570	54,237	22,386,332	-		22,386,332
Route 238/Mission-Foothill-Jackson Corridor Improvement	506.0	7,132,273	-	7,132,273	(7,132,273)	142,000	142,000
I-580 Interchange Improvements Project in Castro Valley (for APN 612.0)	507.0	3,671,384	(10,025,540)	13,696,924	-		13,696,924
Central Alameda County Freeway System Operational Analysis	508.0	620,964	1,490,367	(869,404)	-	1,500,000	630,596
Castro Valley Local Area Traffic Circulation Improvement	509.0	2,080,224	98,283	1,981,941	-		1,981,941
Project Closeout	500.0	279,442	118,970	160,472	70,558		231,030
		<u>\$ 36,822,487</u>	<u>\$ (8,222,550)</u>	<u>\$ 45,045,037</u>	<u>\$ (7,061,715)</u>	<u>\$ 1,642,000</u>	<u>\$ 39,625,323</u>

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**2014 Measure BB Sales Tax
FY2015-16 Proposed Budget Update**

Project Name	Project #	(A)	(B)	(C)	(D)	(E)	(C) + (D) + (E) = (F)	Funding Sources						
		Adopted FY 2014-15 Capital Budget	Actual FY 2014-15 Expenditures	FY 2014-15 Rollover to FY 2015-16	Adopted FY 2015-16 Capital Budget	FY 2015-16 Capital Budget Adjustment	FY 2015-16 Capital Budget w/ Actual Rollover	Total Local Funding Sources	Total Regional Funding Sources	Total Regional Funding Sources	Total Regional Funding Sources	Total Capital Projects Funding Sources		
Telegraph Ave/East 14th/International Blvd Project	13.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alameda to Fruitvale BART Rapid Bus	14.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Grand/MacArthur BRT	15.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
College/Broadway Corridor Transit Priority	16.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Irvington BART Station	17.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Bay Fair Connector/BART METRO	18.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
BART Station Modernization and Capacity Program	19.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
BART to Livermore Extension, Phase 1	20.00	25,000	-	25,000	-	-	25,000	25,000	-	-	-	-	-	25,000
Dumbarton Corridor Area Transportation Improvements	21.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Union City Intermodal Station	22.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Railroad Corridor Right of Way Preservation and Track Imp	23.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Oakland Broadway Corridor Transit	24.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Capitol Corridor Service Expansion	25.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
Congestion Relief, Local Bridge Seismic Safety	26.00	250,000	-	250,000	1,250,000	-	1,500,000	1,500,000	-	-	-	-	-	1,500,000
Countywide Freight Corridors	27.00	50,000	-	50,000	200,000	-	250,000	250,000	-	-	-	-	-	250,000
I-80 Gilman Street Interchange Improvements	29.00	-	-	-	1,500,000	-	1,500,000	1,500,000	-	-	-	-	-	1,500,000
I-80 Ashby Interchange Improvements	30.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
SR-84/I-680 Interchange and SR-84 Widening	31.00	50,000	-	50,000	3,950,000	-	4,000,000	4,000,000	-	-	-	-	-	4,000,000
SR-84 Expressway Widening (Pigeon Pass to Jack London)	32.00	-	-	-	-	-	-	-	-	-	-	-	-	-
I-580/I-680 Interchange Improvements	33.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
I-580 Local Interchange Improvement Program	34.00	50,000	-	50,000	250,000	-	300,000	300,000	-	-	-	-	-	300,000
I-680 HOT/HOV Lane from SR-237 to Alcosta	35.00	-	-	-	2,000,000	-	2,000,000	2,000,000	-	-	-	-	-	2,000,000
I-880 NB HOV/HOT Extension from A Street to Hegenberg	36.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
I-880 Broadway/Jackson Multimodal Transportation and Cir	37.00	25,000	-	25,000	-	-	25,000	25,000	-	-	-	-	-	25,000
I-880 Whipple Road/Industrial Parkway Southwest Interchar	38.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
I-880 Industrial Parkway Interchange Improvements	39.00	25,000	-	25,000	75,000	-	100,000	100,000	-	-	-	-	-	100,000
I-880 Local Access and Safety Improvements	40.00	50,000	-	50,000	250,000	2,250,000	2,550,000	2,550,000	-	-	-	-	-	2,550,000
Gap Closure on Three Major Trails	42.00	50,000	-	50,000	550,000	-	600,000	600,000	-	-	-	-	-	600,000
East Bay Greenway	42.01	50,000	2,875	47,125	3,200,500	(171,100)	3,076,525	1,750,000	-	-	-	1,326,525	-	3,076,525
		<u>\$ 1,000,000</u>	<u>\$ 2,875</u>	<u>\$ 997,125</u>	<u>\$ 14,350,500</u>	<u>\$ 2,078,900</u>	<u>\$ 17,426,525</u>	<u>\$ 16,100,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,326,525</u>	<u>\$ -</u>	<u>\$ 17,426,525</u>

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Memorandum

6.10

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

DATE: March 17, 2016

SUBJECT: Commissioner Travel and Expenditure Policy

RECOMMENDATION: Approval of the Commissioner Travel and Expenditure Policy

Summary

Commissioners are entitled to receive reimbursement for actual and necessary costs incurred in connection with the performance of their official duties for the Alameda County Transportation Commission (Alameda CTC). The guiding principle of this Commissioner Travel and Expenditures Policy is that costs incurred on behalf of the Alameda CTC must be in the public interest. This document establishes guidelines for expenditures authorized as business expenditures and business travel expenditures incurred by Alameda CTC Commissioners. All travel on behalf of the Alameda CTC will require pre-approval by the Finance and Administration Committee.

Having an approved Travel and Expenditure Policy for Commissioners, in addition to the current Travel and Expenditure Policy in place for employees, can help to protect the agency from accusations of misconduct which have become more prevalent in the news media in recent years, and will help Commissioners identify which expenditures will be reimbursed as allowable before incurring costs on behalf of the agency.

This policy was brought before the Finance and Administration Committee (FAC) on March 14 and was approved unanimously. However, the FAC did recommend a change to the paragraph that allows the Executive Director to override the policy in certain situations. The FAC requested that we include a statement in this paragraph that requires reimbursements that need the waiver of this policy by the Executive Director for approval be brought back to the FAC. The paragraph appears on the bottom of the first page of the policy following the table of contents and now reads as follows:

"Only the Executive Director can override and approve specific cost items that would otherwise be ineligible for reimbursement under this Travel and Expenditure Policy, and only if and when it is in the best interests of the Alameda CTC to do so. Any Commissioner reimbursement that requires the waiver of this policy by the Executive Director for approval will be brought

back to the Finance and Administration Committee for informational purposes.”

In addition, the FAC has requested that Travel Expense be broken out as a separate line in the budget going forward.

Background

The Commissioner Travel and Expenditure Policy (Attachment A) has been developed based on the Travel and Expenditure Policy that is currently in place for employees with a few adjustments to include the type of travel and expenditures which are more common for Commissioners. This policy is being established at this time in response to a recommendation from our financial auditor. The recommendation that we adopt a Travel and Expenditure Policy for Commissioners was made by the auditor, not as an official management recommendation or a reportable item from our audit, but as a verbal recommendation of best practices in the industry.

Fiscal Impact

There is no fiscal impact to the approval of this item.

Attachment

- A. Commissioner Travel and Expenditure Policy - Draft

Staff Contact

[Patricia Reavey](#), Director of Finance and Administration

**Alameda County Transportation Commission
Commissioner
Travel and Expenditure Policy
March 2016
DRAFT**

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Alameda CTC Commissioner Travel and Expenditure Policy March 2016

Commissioners (including Alternates, where appropriate) are entitled to receive reimbursement for actual and necessary expenditures incurred in connection with the performance of their official duties for the Alameda County Transportation Commission (Alameda CTC). The guiding principle of this policy is that travel and expenditures incurred on behalf of the Alameda CTC must be in the public interest. This document establishes guidelines for expenditures authorized as business expenditures and business travel expenditures incurred by Alameda CTC Commissioners.

General Procedures and Responsibilities

All travel for Alameda CTC Commissioners must be justified business travel [see Appendix A] and must be preapproved by the Finance and Administration Committee (FAC) to be eligible for reimbursement under this Policy. In the case of an unexpected or urgent need to travel on Alameda CTC business, a Commissioner may obtain the approval of the Chair, in writing, before the expenditures are incurred with a report to follow at the next FAC meeting.

Commissioners will be reimbursed for all reasonable and necessary expenditures while traveling on authorized agency business. Expenditures should be paid with a personal credit card or cash. Advances are not allowed. A list of non-reimbursable expenditures is included in Appendix B. Actual receipts are almost always required except where otherwise stated in this Policy.

When a Commissioner combines business and personal travel on a business trip, the Commissioner will be responsible for the additional charges related to the personal travel. Only Commissioner's direct travel expenditures are eligible for reimbursement. The Alameda CTC is unable to provide reimbursement for travel expenditures incurred by a spouse or any another individual traveling with the Commissioner.

Requests for reimbursement of expenditures must be submitted on the authorized Alameda CTC Expense Reimbursement Form [see Appendix C] within 30 calendar days after the conclusion of the trip. Receipts must be provided for all expenditures (other than incidentals that typically do not result in a receipt such as tips). Any reimbursement or payment issued by Alameda CTC which is subsequently refunded to the traveler by a third party must be repaid to the Alameda CTC within 30 calendar days of receipt.

Only the Executive Director can override and approve specific cost items that would otherwise be ineligible for reimbursement under this Travel and Expenditure Policy, and only if and when it is in the best interests of the Alameda CTC to do so. Any Commissioner reimbursement that requires the waiver of this policy by the Executive Director for approval will be brought back to the Finance and Administration Committee for informational purposes.

Alameda CTC Commissioner Travel and Expenditure Policy March 2016

Expenditure reimbursement documents will be audited from time to time, and are considered public records subject to disclosure under the California Public Records Act.

Conferences/Conventions

Registration fees for conferences and conventions are reimbursable for Commissioners if the conference or convention is directly related to the mission of the Alameda CTC, the Commissioner is attending as a representative of the Alameda CTC, and the Commissioner received preapproval from the FAC.

Air Travel

Commissioners flying on business should make reservations as early as possible to minimize costs. Airfare should be purchased for coach/economy seats only, at the lowest cost possible which provides a practical flight itinerary and meets the requirements of the trip. First and business class airfare is not a reimbursable expenditure, nor are upgrades from the lowest coach/economy fare to “economy plus” seats (or equivalent), or to first or business class. If a Commissioner purchases a first or business class ticket, he/she will be reimbursed for the lowest available coach/economy fare only.

Commissioners will be reimbursed for regular baggage fees charged pursuant to applicable airline policy. Excess baggage charges will be reimbursed only when the Commissioner is traveling with heavy or bulky materials or equipment necessary for Alameda CTC business.

Hotel Accommodations

When making hotel reservations, Commissioners must use the approved Per Diem Rates for lodging located on the General Services Administration (GSA) website, www.gsa.gov [see Appendix D for current rates for the 94607 zip code], for the location of the stay plus 25%, to determine the maximum hotel accommodation expenditure that the Alameda CTC will reimburse per night, plus any applicable taxes.

If the hotel stay is in connection with a conference or training activity, the cost should not exceed the maximum group rate published by the conference or activity sponsor. Inquiries should always be made about any special rates or discounts available to the Alameda CTC by the hotel, such as governmental rates, in order to get the best rate possible.

If accommodations are shared with individuals who are not traveling on Alameda CTC business, the Commissioner is responsible for the payment of any rate difference between the single occupancy room rate and actual rate incurred.

Alameda CTC Commissioner Travel and Expenditure Policy March 2016

Resort or facility use fees imposed by the hotel, such as fitness center fees and internet connection fees and business center charges incurred for performing Alameda CTC work, are allowable as reimbursable business related expenditures.

Hotel self-parking fees are also allowable as reimbursable business related expenditures, however, the cost of parking at the hotel should be considered when deciding whether to rent a vehicle or use public transportation (see *Transportation* discussion below). Valet parking fees will not be reimbursed.

Rental Vehicles

Reimbursement for rental of cars or other vehicles while traveling on Alameda CTC business is limited to those circumstances where the need for a vehicle for business purposes is expected to be extensive, or the use of taxi services or public transportation would not be economical or practical. Commissioners who operate vehicles on Alameda CTC business must have a valid driver's license and proof of insurance in their possession, and must also have a good driving record.

In the event a rental vehicle is required, Alameda CTC will reimburse for a "Standard Class" size vehicle, except when there are justifiable circumstances, such as group requirements, which make a larger vehicle necessary.

The Alameda CTC has *Hired and Non-owned Auto Coverage* of up to \$1 million for liability to third parties in case a Commissioner injures someone or causes property damage to another vehicle while renting a car or driving his/her own personal vehicle while engaging in Alameda CTC business. Accordingly, rental car insurance is not an allowable reimbursable expenditure.

Rental cars should be returned with a full tank of gas to avoid refueling fees. The cost of gas for rental cars is an allowable expenditure under this policy.

Meals While Traveling

One-Day Travel – meals are NOT an allowable reimbursable expenditure for one-day travel, unless such travel is in excess of 25 miles one way from the Alameda CTC office.

Multiple-Day Travel – meals will be reimbursed at the lesser of:

- Actual reasonable cost (including applicable taxes and reasonable tip), or

Alameda CTC Commissioner Travel and Expenditure Policy March 2016

- The Per Diem Rates for meals located on the GSA website, www.gsa.gov [see Appendix D], for the location of the stay plus 25%. Note that separate rates are provided for Breakfast, Lunch and Dinner.

If the actual cost method is used, an original itemized receipt must be submitted with the expense report form. If meals are provided by an event or conference the cost for which is paid by the Alameda CTC, then no separate reimbursement is allowed for that meal. A Commissioner who pays the bill for a meal attended by more than one Commissioner or Alameda CTC employee may submit the expenditure with receipt for the combined meal cost, but all attendees' names must be included on the expense report form. Only costs related to Commissioners and Alameda CTC employees' meals are eligible for reimbursement. Costs incurred for any other person at such a meal (including applicable taxes and appropriate allocation of any tip) must be deducted from the amount of the requested reimbursement.

Commissioners who claim the allowable Per Diem Rate from the GSA website should print the page for the location of the meeting or conference from the website to attach to their expense report form. In addition, they should retain their actual receipts in order to substantiate out-of-pocket expenses in the event of an audit by the State or IRS.

Alcoholic beverages are not a reimbursable expenditure. Alcoholic beverages may appear on the itemized receipt for a meal, but the charge (including applicable taxes and appropriate allocation of any tip) must be deducted from the amount of the requested reimbursement.

Entertainment expenditures are not considered reimbursable expenditures. This includes, but is not limited to, meals unrelated to Alameda CTC business, movies, shows, etc...

Other Meals

Expenditures for business meals other than meals during travel, such as meals with other elected officials where Alameda CTC business is discussed, must be preapproved by the Executive Director. In order to obtain reimbursement for such expenditures, the following documentation is required and must be recorded on the expense report form or backup documentation:

- Names of individuals present along with their titles and affiliation,
- Name and location of where the meal took place,
- Exact amount and date of the expenditure, and
- Specific Alameda CTC-related topics discussed.

Alameda CTC Commissioner Travel and Expenditure Policy March 2016

Miscellaneous Travel Expenditures

Ordinary, reasonable and necessary miscellaneous expenditures are reimbursable at actual cost when accompanied by itemized receipts and justification for the expenditures including WiFi, phone, fax, and similar expenses.

In-flight phones and WiFi services should be used only in emergency situations.

Tipping – reasonable and customary tipping rates are reimbursable. In the US 15-20% gratuity on meals, up to a \$3 baggage handling gratuity and up to \$5 per day housekeeping gratuity are considered reasonable and are allowable. (Receipts for baggage and housekeeping gratuities are not required for reimbursement.)

Transportation – Fares and expenditures for taxis, shuttles, buses, BART or other public transportation (including Uber, Lyft or similar services) are reimbursable when incurred for Alameda CTC business. Receipts should be obtained whenever possible, but expenditures are still eligible for reimbursement when a receipt is unavailable. In the event that a receipt is not available, a printout from the transportation agency showing the fare must be submitted for reimbursement. For example: a printout from the BART website showing the total fare for the trip taken. Commissioners should apply prudent business judgment in determining the means of transportation to use.

Personal/Private Vehicle Usage – Commissioner's use of a personal/private vehicle is reimbursable at the mileage rate established by the IRS which can be found at www.irs.gov (currently 54 cents per mile for 2016). Details on the date of travel, starting and ending destinations, purpose of travel, miles driven, tolls and parking costs (receipt required when possible) incurred must be provided on the expense report form. A printout from a map website such as Google Maps should be used to determine the total miles driven and must be submitted with the expense report form. Commissioners who operate vehicles on Alameda CTC business must have a valid driver's license and proof of insurance in their possession, and a good driving record.

**Appendix A
Justified Alameda CTC Travel**

Justified Alameda CTC travel trips include, but are not limited to:

Attending meetings with local representatives in Washington DC or Sacramento with Alameda CTC staff

Attending the Focus on the Future conference as an Alameda CTC representative

Attending other transportation-related conferences as an Alameda CTC representative

Attending meetings, or making presentations to investors, in conjunction with a bond sale

NOTE: Justified travel is not limited to the list provided above. This list is provided for reference purposes only. All trips must be preapproved, regardless of whether they are included on this list.

Appendix B
Non-Reimbursable Expenditures

Non-reimbursable expenditures include but are not limited to:

- Airfare upgrades or rental car upgrades
- Air phone charges (except in emergencies)
- Alcoholic beverages
- Business class airfare
- Entertainment expenditures
- Expenditures incurred by/for spouses or other travel companions
- Expenditures related to personal days while on business trip
- First class airfare
- Interest incurred on credit cards
- Loss due to theft of cash or personal property
- Lost baggage or briefcase
- Meeting room rentals (when not for Alameda CTC business)
- “No show” charges for hotel or car service
- Optional travel or baggage insurance
- Parking or traffic tickets or fines
- Personal items
- Reading material such as magazines, books and newspapers
- Rental car insurance
- Valet parking fees

NOTE: Non-reimbursable expenditures are not limited to the list provided above. This list is provided for reference purposes only.

**Appendix C
Travel and Expense Report Form**



**ALAMEDA COUNTY TRANSPORTATION COMMISSION
TRAVEL AND EXPENSE REPORT FORM
2016**

CLAIMANT'S NAME:

PERIOD COVERED:

ITEM	DATE	LOCATION AND PURPOSE	FROM	TO	MILES	MILEAGE RATE 0.540	AIRFARE, PARKING TOLL, Etc.	MEALS	LODGING	PHONE	OTHER (Specify)	TOTAL AMOUNT DUE
1						-						-
2						-						-
3						-						-
4						-						-
5						-						-
6						-						-
7						-						-
8						-						-
9						-						-
10						-						-
11						-						-
12						-						-
13						-						-
14						-						-
<i>TOTALS</i>					-	-	-	-	-	-	-	-

(Specify other costs and any other notes here.)

Notes: _____

I hereby request reimbursement for the out-of-pocket expenses incurred while on Alameda CTC business; and certify, to the best of my knowledge, that this request represents legitimate expenses incurred pursuant to the adopted Travel and Expenditure Policy.

Signed by: _____ Date: _____

Approved by: _____ Date: _____

Account Distribution:

Travel	012-7030	-
Business Mtg Food/Meals	012-7020	-

Other _____		-

TOTAL: - (* Must tie to cell P25)

**Appendix D
Current GSA Rates for the 94607 Zip Code**

FY 2016 Per Diem Rates for ZIP 94607

(October 2015 - September 2016)

Cities not appearing below may be located within a county for which rates are listed.
 To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

The following rates apply for 94607

Primary Destination		Max lodging by Month (excluding taxes)												M&IE
		2015			2016									
(1, 2)	County (3,4)	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	(5)
	Oakland Alameda	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$69

Footnotes

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. *Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.

FY 2016 Meals and Incidental Expenses (M&IE) Breakdown

The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to Section 301-11.18 of the Federal Travel Regulation for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$51 to \$74). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers).

Total	Continental Breakfast/ Breakfast	Lunch	Dinner	IE
\$51	\$11	\$12	\$23	\$5
\$54	\$12	\$13	\$24	\$5
\$59	\$13	\$15	\$26	\$5
\$64	\$15	\$16	\$28	\$5
\$69	\$16	\$17	\$31	\$5
\$74	\$17	\$18	\$34	\$5

This table lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

Total	First & Last Day of Travel
\$51	\$38.25
\$54	\$40.50
\$59	\$44.25
\$64	\$48.00
\$69	\$51.75
\$74	\$55.50

Looking for the foreign and outside the continental United States (OCONUS) breakdown chart? Visit FTR Appendix B.

(Note: Appendix B breakdowns do not apply to any locations in the continental United States; use the table listed above.)

RATE THIS PAGE

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**Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2015-2016**

	Suffix	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since Jul '15
1	Ms.	Tabata, Chair	Midori	Oakland	Alameda County Mayors' Conference, D-4	Jul-06	Dec-15	Dec-17	0
2	Mr.	Turner, Vice Chair	Matt	Castro Valley	Alameda County Supervisor Nate Miley, District 4	Apr-14		Apr-16	1
3	Mr.	Fishbaugh	David	Fremont	Alameda County Supervisor Scott Haggerty, District 1	Jan-14	Jan-16	Jan-18	0
4	Ms.	Gigli	Lucy	Alameda	Alameda County Supervisor Wilma Chan, District 3	Jan-07	Oct-12	Oct-14	2
5	Mr.	Johansen	Jeremy	San Leandro	Alameda County Mayors' Conference, D-3	Sep-10	Dec-15	Dec-17	0
6	Mr.	Jordan	Preston	Albany	Alameda County Supervisor Keith Carson, District 5	Oct-08	Oct-14	Oct-16	1
7	Ms.	Marleau	Kristi	Dublin	Alameda County Mayors' Conference, D-1	Dec-14		Dec-16	0
8	Mr.	Murtha	Dave	Hayward	Alameda County Supervisor Richard Valle, District 2	Sep-15		Sep-17	0
9	Mr.	Schweng	Ben	Alameda	Alameda County Mayors' Conference, D-2	Jun-13	Jul-15	Jul-17	0
10	Ms.	Shaw	Diane	Fremont	Transit Agency (Alameda CTC)	Apr-14		Apr-16	1
11	Ms.	Zimmerman	Sara	Berkeley	Alameda County Mayors' Conference, D-5	Apr-14		Apr-16	1

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Independent Watchdog Committee Meeting Minutes Monday, January 11, 2016, 6:30 p.m.

7.2

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

1. Welcome and Call to Order

Independent Watchdog Committee (IWC) Chair Murphy McCalley called the meeting to order at 6:30 p.m. The meeting began with introductions, and the chair confirmed a quorum was not achieved. All IWC members were present, except the following: Cheryl Brown, Cynthia Dorsey, Steven Jones, Brian Lester, Glenn Nate, Barbara Price, Harriette Saunders, Deborah Taylor, and Robert Tucknott. Murphy welcomed new member Oscar Dominguez.

2. Public Comment

Jason Bezis made a comment stating that Measure B funding was used for Measure BB campaign materials. He requested a subcommittee be formed for an independent review.

3. CWC Meeting Minutes

3.1. Approval of November 9, 2015 IWC Meeting Minutes

The following corrections were requested for the November 9, 2015 minutes.

- Include in the minutes that Deborah Taylor was excused after the action was taken for agenda item 5.
- In items 3.1, 3.2, and 3.3, reflect the number of yes, no, abstained, and absent votes.
- Under item 4 Bylaws, include that a six-month review of the bylaws was discussed as part of the Commission approval process.
- In item 5, reflect the number of unanimous votes.
- Update the third bullet below item 6 to show that even if consultants act as "staff liaisons" to a committee, they are not considered to be staff.
- Clarify the last sentence in the fifth bullet below item 6.
- Expand the first bullet under item 6 "additional questions" to clarify why the Commission Audit Committee meeting doesn't follow the Brown Act.
- In item 8.2, reflect that Pat Piras distributed a handout summarizing her concerns.

Public comments: Jason Bezis made a comment stating his concerns regarding the July 2015 IWC minutes not reflecting his comments and not including the no votes.

The minutes could not be approved due to the lack of a quorum. Approval of the minutes was deferred to the next meeting.

4. Measure B and Measure BB Program Compliance Update

John Nguyen gave an update on the annual program compliance review process for Measure B and Measure BB direct local distributions (DLD). He stated all recipients submitted the required audited financial statements and program compliance reports in a timely manner, and the raw reports are available on Alameda CTC's website. He noted

Alameda CTC staff will review the submittals to verify their completion and consistency of data across the reports. He stated the IWC will review the completed reports starting in March.

Questions/feedback from members:

- Should IWC members prepare questions before the March meeting? John suggested the committee reserve questions until after March's orientation workshop, so that members may be better equipped to review the information presented on the reports. Patricia Reavey also noted that the review process is different this year to correct notable issues on the financial statements and compliance reports to make the IWC's review easier.
- Is there a special way/format to handle questions? John said that a format will be provided in March.
- Do the reports show maintenance efforts? Staff stated that the compliance reports show expenditures on maintenance-related activities, and that's what their auditors review.

5. Overview and Update on Delivery and Implementation Measure B and Measure BB Projects and Programs

5.1. Measure B and Measure BB Projects and Programs

John Nguyen delivered a presentation on the Measure B and Measure BB direct local distributions and grant program for fiscal year (FY) 2014-15.

Questions/feedback from the members:

- Is the cost of the Express Bus Service Program a subsidy requirement or the cost of operating the service? John said that it's the cost of operating the service.
- Does the IWC provide input in the evaluation and project selection of the general discretionary grant selection and administration process? John stated no, the IWC reviews the expenditures only.
- If recipients received the first distribution in July 2015, is it included in FY2014-15? Patricia said that the Board of Equalization (BOE) started the collection as of April 1, 2015, and the distribution is for sales tax earned in April, May, and June. The DLD agencies will have accrued the funds for three months. Alameda CTC made the distribution on June 30, 2015; with a day lag, the DLD agencies did not receive the funds until July 1, 2015, but these funds are expected to be included in the FY2014-15 financials as revenue and a receivable.
- An explanation was requested of the "Award Balance" column on page 31 in the packet. John said that this column is for unexpended funds which will be reprogrammed once the grant awards expire as part of a future call for projects.
- What is the Community Development Investment Program? Staff stated that it's one of the programs in the 2014 Transportation Expenditure Plan (TEP), and \$300 million is allocated for the program, which funds projects and programs that improve access to transit and transit-related developments. It is similar to the current Measure B transit oriented development (TOD) category. Staff noted that \$1.5 million was allocated to recipient agencies to scope and define future projects.
- When will the following Measure BB categories get programmed: Transit – Innovative Grant funds, Freight and Economic Development, Bicycle and Pedestrian Grants, and Technology, Innovation and Development? Staff said the call for project will be initiated July 2016, and funds will flow July 1, 2017.

- Is the Affordable Student Transit Pass Program (Affordable STPP) included in the Transit – Innovative Grant Funds category? Tess said that the 2014 TEP has a specific line item of \$15 million for the Affordable STPP. She noted that the Commission decided to allocate \$2 million to get the program started.

Richard Carney gave an overview on the status of the capital projects. He reviewed the projects in chronological order for both Measure B and Measure BB. Kanda Raj gave an update on the I-680 Southbound High Occupancy Vehicle (HOV)/Express Lanes project.

Questions/feedback from the members:

- Will the BART Warm Springs Extension project open before the BART San Jose station opens? Richard said yes.
- Is the BART Warm Springs Extension close to the Tesla Plant in Fremont? Richard said it is not far and that the City of Fremont is building a bridge - the BART West Access Bridge - over the Union Pacific Railroad (UPRR) tracks. It was noted that there is a proposed housing development west of the station and adjacent to the Tesla site.
- Are there funds to evaluate the express lanes or similar projects for express lanes? How are the express lanes performing? Kanda Raj stated that pursuant to state statues, a performance evaluation was completed, comparing the before and after express lane implementation conditions, that indicates improved corridor speeds, increased vehicle miles travels and reduced queue length within the 14-mile corridor. He covered the performance evaluation slide for the I-680 Southbound Express Lane.
- Was the 2009 economy factored in the performance evaluation for this project? Kanda said yes. Are you able to compare this project with a new lane being added? Kanda said the performance evaluation, mentioned earlier, compared the lane performance with the HOV lane and a controlled corridor in the vicinity and concluded that the lane improved corridor performance
- Is there data to determine if an existing general purpose lane can be striped as an express lane on existing freeways? Kanda said that legislation is required to covert a general purposes lane to an express lane. In addition, studies need to be completed to evaluate the traffic impacts. Alameda CTC is not looking into a lane conversion option at this time and does not have any data. He stated that other congestion management agencies in the region may review an option to convert general purposes lanes to HOV/express lanes in the near term, but would need legislative authority to do so.
- Does the I-680 Express Lanes project funding have a capital reserve? Kanda noted that \$500,000 is maintained for reserves.
- Do Southern California net revenues cover the expenses for express lanes? Kanda stated that some of the Southern California corridors are doing well, and others are not. The revenue depends on the levels of lane usage.
- How will net revenue be used? Kanda stated that the toll lanes had been in operation for over five years, and the operation had been subsidized by project grant funds during the first four years of operation. Only in the last fiscal year net revenue was realized in about the \$300,000 range. To date all toll revenue collected has been used for the administration, operation, and maintenance of the toll facility. Pursuant to state statues, a northbound lane is eligible to be constructed with these funds.
- Why were Measure B funds used for FY2014-15, since a surplus of funds exists for the project? Patricia Reavey said that when the operations budget was approved in

June 2014, certain cost items were planned to be paid for by the Measure B subsidy. That is the reason for seeing Measure B expenditures, while the toll facility experienced net toll revenue. The net revenue is rolled into the ending fund balance. Kanda said that for the next fiscal year, the gross toll revenues should be enough to cover the operational costs. Discussion also took place to inform the committee of the amount of Measure B subsidy used so far for the I-680 Express Lanes. Staff let the group know that the audited financial information is on the Alameda CTC website.

- What is a class 1 bike lane for the East Bay Greenway? Staff stated a Class 1 bike lane provides a completely separate right-of-way for the exclusive use of bicycles and pedestrians.

Public comments: Gerald Cauthen, a member of Bay Area Transportation Working Group, made a comment about the travel time of the Oakland Airport Connector (OAC); he also stated his concerns regarding the Dumbarton Rail project converting to a bus.

Jason Bezis made a comment that the Dumbarton Rail bridge should be re-opened as the buses now get stuck in traffic.

6. IWC Member Reports/Issues Identification

6.1. IWC Issues Identification Process and Form

Patricia Reavey mentioned that at the last meeting the committee stated that the issues identification process and form needed to be updated. She stated that the updates staff performed incorporated Measure BB and matched the language of the 2014 TEP. Patricia informed the committee that the updates also included how to handle issues and concerns submitted by the public. Murphy informed the group that the committee will have an opportunity to discuss and vote on the procedure at the next meeting.

Questions/feedback from the members:

- Are the new procedures approved by the Commission? Should the committee vote to approve the procedures? Staff said the answer to both questions is no; however, the committee can vote if that is how the chair wishes to proceed. The chair and staff stated that the procedures and process are not new; however, they were updated as directed by the committee and the previous chair.
- Pat Piras stated that some IWC materials have changed due to the passage of Measure BB without the changes being discussed with the IWC. She stated that for IWC members to do their job in reporting to the public, the committee must be notified of any changes. Pat provided staff and the committee with a handout of her issues and concerns and requested staff to provide feedback.

The committee discussed the ability for the public to contact the IWC regarding issues and concerns. A suggestion was made to generate a specific email address for the IWC.

Public comments: Gerald Cauthen, a member of Bay Area Transportation Working Group, stated that the issue process should be clarified and simplified.

Jason Bezis stated that he opposes the updates to the issues process.

6.2 Issues Discussion

Questions/feedback from the members:

- Pat Piras requested staff distribute the letter from the Sierra Club to all IWC members.
- Pat Piras inquired if staff provided responses to questions submitted by Jo Ann Lew at the November 2015 meeting and suggested that the full committee receive the responses. Staff stated that responses were emailed to Jo Ann on November 9, 2015. See Attachment 3.2A for staff's responses to the questions submitted by JoAnn.

Additional questions:

- What is the status of the BART to Livermore Study? Staff stated that the BART to Livermore Study is underway, and as the lead agency on the project, BART is looking at alternatives to study such as: BART technology and system going to the Isabel interchange; a diesel multiple unit train; an express bus traveling on the I-580 Express Lanes and a non-freeway bus service. The Environmental Impact Report is scheduled for completion during 2017. BART is working with the City of Livermore for a specific plan that will include statistics on land use and jobs.
- What is the connection of BART to ACE? Staff said that the bus alternatives look at the connection to ACE. It's the bus-to-BART alternative. The BART contact for this project is Andrew Tang.
- Do we expect the revenues to be less now that Measure B is nearing its end? Staff stated that 97 percent of the Measure B capital projects have been delivered. The grants and the DLDs will continue to flow until Measure B ends. The DLDs and grants will continue to be funded through the 2014 TEP. All capital projects will be delivered, even though the revenues are not what was projected, because the projects were done early to receive construction cost savings. The programs do not have a specific dollar amount programmed; there is a projection stated in the TEP. The programs receive funds as the funds are delivered to Alameda CTC from the BOE.
- How do the revenue projections compare to the anticipated actuals? Patricia said that we have a comparison chart, and there is a gap. It was noted that Measure B programs are allocated on a percentage basis, not a dollar commitment.
- In 2022 if there are shortfalls, does Measure BB backfill? Staff said no and noted that Measure B is allocated on a percentage basis per the TEP.

7. Staff Reports/Board Actions (Verbal)

7.1. IWC Calendar

Discussion took place by the committee on where under the Brown Act is the provision that the Audit Committee would not notice the meeting and not be a public meeting. Patricia stated that the Alameda CTC Audit Committee is operated based on the best practices of the Government Finance Officers Association and the American Institute of Certified Public Accountants and is a continuation of how the Alameda County Congestion Management Agency operated its Audit Committee. Patricia stated that she posed the question to Alameda CTC legal counsel, which recommended that going forward, Alameda CTC open the Audit Committee to the public and notice the meeting for transparency. The committee wanted to know if legal provided a citation referencing how it's done under the Brown Act. Patricia stated that a citation reference was not provided.

The committee noted that at the November meeting, it was indicated that the Commission development of performance measures was anticipated around January/February, and possibly an item may be included on the IWC March agenda. Tess informed the committee that the Commission is working on the performance measures, and staff will provide the DLD performance measures in the spring to the Commission. She recommended the committee look at the agenda for the Programs and Projects Committee to stay abreast of the topic.

Discussion took place regarding including in the IWC calendar review of the bylaws prior to the Commission adoption of the bylaws and generating a work plan for the IWC. The committee recommended staff add this to the IWC calendar for July 2016.

7.2. IWC Roster

The committee roster is in the agenda packet for review purposes.

8. Adjournment

The meeting adjourned at 8:40 p.m. The next meeting is scheduled for March 14, 2016 at the Alameda CTC offices.

Jo Ann Lew – Questions and Staff Responses: (Emailed to IWC on November 9, 2015)

Pg. 49 – How do the 2014 Measure BB subfunds align with the 2014 TEP? Why is 32% allocated to Program and Project Management Oversight?

The Measure BB subfunds are part of the Special Revenue Funds and are established for each different type of fund category within the 2014 TEP which are not considered Capital or the General Fund. Categories in the 2014 TEP that had named projects or categories were allocated set dollar values and are considered Capital Funds. Four percent comes off the top of the funds received from the Board of Equalization and goes to the General Fund for administration. Almost all other categories in the 2014 TEP which are programmatic or have discretionary characteristics were applied a percentage allocation and are considered Special Revenue Funds. In general, the Program and Project Management Oversight subfund is not allocated funds on a percentage basis. This fund pays for direct oversight of projects and programs in the 2014 TEP and receives funding from funds that would be allocated to the capital or other programs on a percentage basis that is more than the dollar amounts allocated to each category in the TEP if funds received are more than projections, plus 1 percent of Direct Local Distribution (DLD) funds to support the DLD program. In FY2014-15 the Programs and Projects Management Oversight subfund received less than 0.5 percent of revenues (see page 79 of the draft CAFR for sales tax revenues allocated to the Programs and Projects Management Oversight Subfund and page 24 of the draft CAFR for total Measure BB sales tax revenues received - $\$135,650/\$27,708,768 = 0.49\%$) because Measure BB revenues in FY2014-15 were lower than 2014 TEP original projections.

Pg. 50 – please explain the legality of exchanging state or Federal funds for local funds. Is the Exchange Fund funded by Measure B and Measure BB funds? If so, will Measure B and Measure BB contributed funds be identified separately?

The Exchange Fund is a CMA fund which is not under the purview of the IWC. Measure B and Measure BB funds do not fund the Exchange fund. When Federal funds are exchanged, they are exchanged with and used by an Agency which has the authority to utilize Federal funds for transportation purposes and abides by all Federal requirements.

Pg. 61 – Are pensions covered under the General Fund (see pg. 49)? Are there or will there be any unfunded pension liabilities in FY 2014-2015 or in the future?

Pension costs for retirees are funded by the General Fund. Pension costs for active employees are included in benefit costs and are allocated to the fund in which the employee's time is charged/spent.

Pg. 69 – Are there plans to close out the 1986 Measure B funds?

The 1986 Measure B Fund is not in the purview of the IWC. The 1986 Measure B Fund can't be closed out until after all projects in the 1986 TEP are completed.

Pg. 73 – How are “Net Revenues” calculated for the purpose of determining the 4.5% and 4% for administration costs for Measures B and BB respectively.

Measure B and Measure BB revenues received from the Board of Equalization are net of BOE administration fees. Once funds are received by Alameda CTC, 4.5 percent is taken off the top of Measure B funds received to fund administration in the Measure B General Fund and 4.0 percent is taken off the top of Measure BB funds received to fund administration in the Measure BB General Fund.

Pg. 91 – Should “CTCC” in the first paragraph be “CTC”? Are the following amounts for coverage correct: Property coverage \$1 billion and Boiler & machinery coverage \$100 million? Are these amounts justified considering ACTC is primarily an administrative entity?

Yes, it should be Alameda CTC. Thanks you for catching that typo.

Pg. 100 – Beginning on this page, does the line item for “Professional services” include any ACTC employees whose services are billable to any Measure B or Measure BB projects or are the costs solely for services contracted by ACTC?

The professional services line item does not include Alameda CTC employees. The costs are solely for services contracted by Alameda CTC.



**INDEPENDENT WATCHDOG COMMITTEE
January 11, 2016
ROSTER OF MEETING ATTENDANCE**

Present	IWC Member	Appointed By
	Brown, Cheryl (waive)	Alameda Labor Council AFL-CIO
DP	Dominguez, Oscar	East Bay Economic Development Alliance
	Dorsey, Cynthia	Alameda County Mayors' Conference, District 5
✓	Hastings, Herb	Paratransit Advisory and Planning Committee
✓	Hawley, Miriam, Vice Chair	League of Women Voters
	Jones, Steven	Alameda County Mayors' Conference, District 1
	Lester, Brian	Alameda County, District 1 Supervisor Scott Haggerty
JLew	Lew, Jo Ann	Alameda County Mayors' Conference, District 2
✓	McCalley, Murphy, Chair	Alameda County, District 4 Supervisor Nate Miley
	Nate, Glenn	Alameda County, District 2 Supervisor Richard Valle
P.	Piras, Pat (waive)	Sierra Club
	Price, Barbara	Alameda County Taxpayers Association
	Saunders, Harriette	Paratransit Advisory and Planning Committee
	Taylor, Deborah	Alameda County, District 3 Supervisor Wilma Chan
	Tucknott, Robert	Alameda County Mayors' Conference, District 4
HZ	Zukas, Hale	Alameda County, District 5 Supervisor Keith Carson

DPL Dave Campbell **STAFF** Bike East Bay

Present	Staff/Consultants	Title
✓	Tess Lengyel	Deputy Director of Planning and Policy
✓	Patricia Reavey	Director of Finance
✓	John O'Brien	Interim Deputy Director of Programming and Allocations
✓	Richard Carney	Program Manager
✓	John Nguyen	Senior Transportation Planner
✓	Angie Ayers	Public Meeting Coordinator

[K10.] Kanda Raj Express Lanes Program Manager

	NAME	JURISDICTION/ ORGANIZATION	PHONE #	E-MAIL
1.	James O'Brien	Alameda CTC	(510) 208-7464	jpbrien@alameda jpbrien@alameda.ctc.ca
2.	Liz Rutuan	Alameda CTC	510 2087483	erutuan@alamedactc.org
3.	Gerald Carithen	Alameda CTC	510 2085441	CSUTN1@aol.com
4.	Ken Bukowski	Regional Video.com		
5.	Jason Bezis	Alameda CTC Alameda CTC	925-962-9843	jbezis@yptoo.com
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Alameda County Transportation Commission
Independent Watchdog Committee
Roster - Fiscal Year 2015-2016

	Title	Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '15*
1	Mr.	McCalley, Chair	Murphy	Castro Valley	Alameda County Supervisor Nate Miley, D-4	Feb-15		Feb-17	0
2	Ms.	Hawley, Vice Chair	Miriam	Oakland	League of Women Voters	Apr-14		N/A	0
3	Ms.	Brown	Cheryl	Oakland	Alameda Labor Council (AFL-CIO)	Apr-15		N/A	3
4	Mr.	Dominguez	Oscar	Oakland	East Bay Economic Development Alliance	Dec-15		N/A	0
5	Ms.	Dorsey	Cynthia	Oakland	Alameda County Mayors' Conference, D-5	Jan-14	Jan-16	Jan-18	1
6	Mr.	Hastings	Herb	Dublin	Paratransit Advisory and Planning Committee	Jul-14		N/A	0
7	Mr.	Jones	Steven	Dublin	Alameda County Mayors' Conference, D-1	Dec-12	Jan-15	Jan-17	2
8	Mr.	Lester	Brian	Pleasanton	Alameda County Supervisor Scott Haggerty, D-1	Sep-13	Jan-16	Jan-18	4
9	Ms.	Lew	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Dec-15	Dec-17	0
10	Mr.	Naté	Glenn	Union City	Alameda County Supervisor Richard Valle, D-2	Jan-15		Jan-17	1
11	Ms.	Piras	Pat	San Lorenzo	Sierra Club	Jan-15		N/A	0
12	Ms.	Price	Barbara	Alameda	Alameda County Taxpayers Association	Oct-15		N/A	1
13	Ms.	Saunders	Harriette	Alameda	Alameda County Mayors' Conference, D-3	Jul-09	Jul-14	Jul-16	2
14	Mr.	Tucknott	Robert A.	Dublin	Alameda County Mayors' Conference, D-4	Jun-14		Jun-16	2
15	Mr.	Zukas	Hale	Berkeley	Alameda County Supervisor Keith Carson, D-5	Jun-09	May-14	May-16	0

Alameda County Transportation Commission
Independent Watchdog Committee
Roster - Fiscal Year 2015-2016

16		Vacancy			Alameda County Supervisor Wilma Chan, D-3				
17		Vacancy			Bike East Bay				

**Alameda County Transportation Commission
Paratransit Advisory and Planning Committee
Roster - Fiscal Year 2015-2016**

7.3

	Title	Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '15
1	Ms.	Stadmire, Chair	Sylvia J.	Oakland	Alameda County Supervisor Wilma Chan, D-3	Sep-07	Jan-13	Jan-15	1
2	Mr.	Scott, Vice Chair	Will	Berkeley	Alameda County Supervisor Keith Carson, D-5	Mar-10	May-14	May-16	1
3	Mr.	Barranti	Kevin	Fremont	City of Fremont Mayor Bill Harrison	Feb-16		Feb-18	0
3	Mr.	Bunn	Larry	Union City	Union City Transit Wilson Lee, Transit Manager	Jun-06	Dec-13	Dec-15	2
4	Mr.	Costello	Shawn	Dublin	City of Dublin Mayor David Haubert	Sep-08	May-14	May-16	0
5	Mr.	Hastings	Herb	Dublin	Alameda County Supervisor Scott Haggerty, D-1	Mar-07	Jan-16	Jan-18	0
6	Ms.	Jacobson	Joyce	Emeryville	City of Emeryville Mayor Ruth Atkin	Mar-07	Jan-16	Jan-18	5
7	Ms.	Johnson-Simon	Sandra	San Leandro	Alameda County Supervisor Nate Miley, D-4	Sep-10	Dec-13	Dec-15	0
8	Mr.	Markowitz	Jonah	Berkeley	City of Albany Mayor Peter Maass	Dec-04	Oct-12	Oct-14	2
9	Rev.	Orr	Carolyn M.	Oakland	City of Oakland Vice Mayor Rebecca Kaplan	Oct-05	Jan-14	Jan-16	5
11	Ms.	Proee	Vanessa	Hayward	City of Hayward Mayor Barbara Halliday	Mar-10	Jan-16	Jan-18	5
12	Ms.	Rivera-Hendrickson	Carmen	Pleasanton	City of Pleasanton Mayor Jerry Thorne	Sep-09	Feb-14	Feb-16	3

	Title	Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '15
13	Ms.	Rousey	Michelle	Oakland	BART Director Tom Blalock	May-10	Jan-14	Jan-16	0
14	Ms.	Saunders	Harriette	Alameda	City of Alameda Mayor Trish Spencer	Jun-08	Oct-12	Oct-14	1
15	Ms.	Tamura	Cimberly	San Leandro	City of San Leandro Mayor Pauline Cutter	Dec-15		Dec-17	1
16	Ms.	Waltz	Esther Ann	Livermore	LAVTA Executive Director Michael Tree	Feb-11	May-14	May-16	0
17	Mr.	Zukas	Hale	Berkeley	A. C. Transit Director Elsa Ortiz	Aug-02	Jan-14	Jan-16	0
18		Vacancy			Alameda County Supervisor Richard Valle, D-2				
19		Vacancy			City of Berkeley Councilmember Laurie Capitelli				
20		Vacancy			City of Livermore Mayor John Marchand				
21		Vacancy			City of Newark Councilmember Luis Freitas				
22		Vacancy			City of Piedmont Mayor Margaret Fujioka				
23		Vacancy			City of Union City Mayor Carol Dutra-Vernaci				



Memorandum

8.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 17, 2016

SUBJECT: Legislative Update

RECOMMENDATION: Receive an update on state and federal legislative activities and approve legislative positions

Summary

This memo provides an update on federal, state, and local legislative activities including an update on the federal budget, federal transportation issues, legislative activities and policies at the state level, as well as an update on local legislative activities. This is an action item.

Background

The Commission unanimously approved the 2016 Legislative Program in January 2016. The final 2016 Legislative Program is divided into six sections: Transportation Funding, Project Delivery, Multimodal Transportation and Land Use, Climate Change, Goods Movement, and Partnerships. The program is designed to be broad and flexible to allow Alameda CTC the opportunity to pursue legislative and administrative opportunities that may arise during the year, and to respond to political processes in Sacramento and Washington, DC. Each month, staff brings updates to the Commission on legislative issues related to the adopted legislative program, including recommended positions on bills as well as legislative updates.

State Update

The following updates provide information on activities and issues at the state level and include information from Alameda CTC's state lobbyist, Platinum Advisors.

The following updates provide information on activities and issues at the state level and include information from Alameda CTC's state lobbyist, Platinum Advisors.

Medical Tax Deal and Transportation: The Senate and the Assembly are set to vote during the first week of March on a proposal to close a \$1 billion shortfall facing the state's healthcare program by expanding a tax on managed care organizations – known as the MCO tax. The complicated proposal includes a combination of tax

increases and tax cuts that will net over \$1 billion annually. This plan now has the support of the insurance providers, and Senate and Assembly leadership have negotiated additional provision in order to secure 2/3 support of both houses needed to move this package to the Governor.

In addition to the tax changes, the package includes a budget trailer bill aimed at addressing some Republican demands regarding transportation. This includes having the general fund repay \$173 million in loans made from various transportation accounts. This payment includes providing \$148 million for Traffic Congestion Relief Program projects, \$11 million for trade corridor improvements, \$9 million for Transit and Intercity Rail Capital Program, and \$5 million for SHOPP projects. This budget trailer bill also appropriates \$105 million to assist residents impacted by wildfires last year, and a \$240 million payment toward retiree health care liability.

If the MCO tax can be taken care of, it is assumed the Legislature can then focus on addressing transportation funding needs.

BOE Reduces Excise Tax: At the Board of Equalizations (BOE) hearing in Culver City, the Board adopted staff's recommendation to reduce the price based excise tax by 2.2 cents starting on July 1st. This reduces the total excise tax on gasoline from 30 cents to 27.8 cents per gallon, resulting in a revenue reduction of \$328 million for the 2016-17 fiscal year. This reduction matches the rate assumed in the Governor's proposed 2016-17 budget, and it matches the rate assumed by the CTC when adopting its revised fund estimate for the 2016 STIP. This also affects local streets and roads funding for cities and counties.

With respect to diesel fuel the calculation is reversed. The gas tax swap increased the sales tax on diesel fuel and reduced the excise tax in order to keep it revenue neutral. Based on BOE staff calculations, the Board adopted the recommendation to increase the excise tax on diesel fuel by 3 cents, raising the excise tax rate to 16 cents.

Cap & Trade: Numerous hearings were held at the end of February examining the use of cap & trade auction revenue. The first was a joint hearing of the Senate Environmental Quality Committee and the Select Committee on AB 32 Implementation. This hearing was basically a review of California's climate change program successes in comparison to the goals in the Paris Climate Accord.

The Senate Budget Committee held another hearing that examined how the cap & trade expenditure plan addresses legislative priorities. This lengthy hearing included testimony from several agency Secretaries, including CalEPA Secretary Matt Rodriguez, CalSTA Secretary Brian Kelly, Resources Secretary John Laird, Food & Agriculture Secretary Karen Ross, and Randall Winston, Executive Director of the Strategic Growth Council.

While there was very little discussion about the Legislature not appropriating nearly 40% of the auction revenue in the current fiscal year, there was significant discussion about the level of emission reductions attained with the funds spent so far. The focus on cost effectiveness was raised by the Legislative Analyst's Office (LAO), who has repeatedly questioned the effectiveness of spending auction revenue on programs within sectors already covered by the cap. The LAO believes that spending funds within capped sectors may not achieve the expected GHG emission reduction. The LAO has urged the Legislature to re-adopt the program with a 2/3 vote in order to provide it greater flexibility on spending the funds on programs that better match legislative priorities. Department of Finance representative countered that the cost effectiveness is a single factor, but a more holistic approach is needed that considers cost benefits and co-benefits of a project.

The final hearing of was a joint hearing held by the Assembly Committee on Transportation and the Senate Committee on Transportation & Housing. This was the first of what will be several hearings examining all of the emission reduction programs administered by the Air Resources Board and how they relate to transportation. It was not limited to only cap & trade funded programs. The singular focus of Assemblyman Frazier was his repeated request for Air Board staff to show how much has been spent on these programs and the resulting air quality benefit. Air Board staff was not able to provide data at the hearing due to it either not existing, or miscommunication between the Air Board and Committee staff. This initial hearing was wide ranging and at times confrontational. The Committees will be scheduling additional hearings that will focus on specific Air Board programs.

Clean Transit: While Air Board staff continues to work with transit operators and industry representatives on developing regulations that would transition all transit vehicles to zero emission vehicles, Air Board staff provided an update on their work at the Air Board's meeting last week. Board members were very clear that any new requirement should not impact current service levels.

Chair Mary Nichols closed the discussion by stating her support for making transit cleaner, but questioned whether implementing a purchase requirement is the best path.

State Legislation Recommendation: Alameda CTC sponsored a bill this year to would facilitate improvements to future financing opportunities for the agency by making minor changes to our enabling legislation in the PUC 180000 series. The following provides background information and the rationale for these proposed changes.

In certain market environments, it is best to issue premium bonds to satisfy investor demand. Investors frequently desire premium bonds in a low interest rate environment, such as today's. If an agency issues par or discount bonds when

investors desire premium bonds (in an effort to comply with PUC section 180260 as currently written), the agency will have trouble selling the bonds at the lowest interest rates, and it will cost the agency more money in interest costs. PUC Section 180260 does not allow issuers to structure bonds to best meet investor demand, and that inefficiency costs more taxpayer's dollars than necessary.

The desire is to ensure the most cost efficient outcome when going to the bond market; therefore it is recommended that the language in the PUC Sections 180258 and 180260 be modified to allow for the issuance of premium bonds with all proceeds to be used for the purposes for which the debt is incurred.

The original language in the Public Utilities Code (PUC) Section 180260 limits an issuer's ability to structure municipal bonds to best meet investor demand and in doing so promotes structures that lead to higher interest costs. Commonly in California and nationally, municipal issuers can issue bonds with either a par structure, discount structure or premium structure. Additionally, all proceeds from the bond sale, including any premium generated through a premium bond structure, are eligible to be used for project costs.

The original language in PUC Section 180260 has been interpreted by legal counsels to mean that proceeds generated through bond sale premium can only be used to pay debt service (principal and interest) on the bonds, not towards project costs or other purposes for which the bonds are being issued. This reduces the flexibility of issuers and limits their ability to offer a premium structure to investors which is often inconsistent with investor demand. This restriction is inconsistent with current practice in the municipal bond market and promotes bond structures that have higher interest costs which, in turn, reduces the amount of money available for transportation projects.

Ideally a transportation authority should be able to issue bonds consistent with investor demand in order to minimize borrowing costs and use more taxpayer dollars for projects. This should include the ability to issue premium bonds to fund eligible project costs if and when this structure results in the lowest borrowing cost.

The goal for the proposed changes to the PUC is to remove the restrictive language that currently requires bond premium from the sale of bonds to be used only for the payment of principal and interest on the bonds.

Under transportation funding to protect and enhance voter approved funding, Alameda CTC's legislative program states, "Support efforts that streamline financing and delivery of transportation projects and programs." AB1919 supports streamlining and savings on interest costs, therefore, staff recommends a SUPPORT position on AB 1919. The proposed changes per AB1919 have been discussed with and supported in concept by other Self Help counties in California.

<p>AB 1919 (Quirk D) Local transportation authorities: bonds.</p>	<p>The Local Transportation Authority and Improvement Act provides for the creation in any county of a local transportation authority and authorizes the imposition of a retail transactions and use tax by ordinance, subject to approval of the ordinance by 2/3 of the voters. Current law requires the bond proceeds to be placed in the treasury of the local transportation authority and to be used for allowable transportation purposes, except that accrued interest and premiums received on the sale of the bonds are required to be placed in a fund to be used for the payment of bond debt service. This bill would instead provide for accrued interest and premiums received on the sale of the bonds to be placed in the treasury of the local transportation authority to be used for allowable transportation purposes. (Introduced: 2/11/2016)</p>
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Additional legislative recommendations discussed at the March 14 PPLC meeting included two bills associated with state funding for student transit pass programs. At the PPLC meeting, a support in concept position was taken on AB 1572 and a support position was taken on AB 2222. After additional consideration, staff recommends a modified position on AB 2222 to a support in concept position to signal Alameda CTCs support for this type of program, but to allow Alameda CTC to work with the author on potential changes to the bill to strengthen it. The following recommends positions on these bills for Commission action.

Bill Number	Bill Information	Staff Recommendation
<i>Student Transit Pass Program</i>		
<p>AB 1572 (Campos D) School transportation.</p>	<p>Would entitle a pupil who attends a school that is eligible for Title 1 federal funding to free transportation to and from school provided by the local educational agency, if certain conditions are met. The bill would require the local educational agency to designate a liaison to implement a plan developed, in consultation with specified stakeholders, to ensure that all entitled pupils receive free transportation in a timely manner.</p>	<p>Alameda CTC's 2016 legislative program "Supports policies that provide increased flexibility for transportation service delivery through innovative, flexible programs that address the needs of commuters, youth, seniors, people with disabilities and low-income people." Staff recommends a SUPPORT IN CONCEPT position on this</p>

		bill since it is still not clear where the funding will come from.
AB 2222 (Holden D) Transit passes.	Would continuously appropriate \$50,000,000 annually from the Greenhouse Gas Reduction Fund for the Transit Pass Program, to be administered by the Department of Transportation. The bill would provide for moneys made available for the program to be allocated by the Controller, as directed by the department, to support transit pass programs of public agencies that provide free or reduced-fare transit passes to public school students and community college, California State University, and University of California students.	Per the legislative program section noted above, this bill provides funding to support school transit pass programs. Staff recommends a SUPPORT IN CONCEPT position.

Federal Update

The following update provides information on activities and issues at the federal level and include information contributed from Alameda CTC's lobbyist team (CJ Lake/ Len Simon).

President Obama's Final Budget Request: President Obama submitted his eighth and final annual federal agency budget request to Congress in February, which officially began the Fiscal Year 2017 Budget and Appropriations process. As previewed in his State of the Union address in January, the President's Request reflects the priorities of his legacy initiatives including climate change and energy sector transformation, technology investment, criminal justice reform, substance abuse treatment and prevention, college affordability, cancer research and repairing the country's aging infrastructure. Congress will determine whether any of these initiatives survive and/or receive funding in 2017. To that point, the House and Senate Budget Committee chairs announced that they do not intend to receive testimony from the Administration on the Budget Request, highlighting its lack of relevance to their agenda.

Budget and Appropriations Update: Early in the new year, House Speaker Paul Ryan indicated his intention to adhere to the "regular order" of budget processing, meaning

that both the House and Senate would pass Budget Resolutions in early spring defining overall funding levels for the various federal agencies and that the Chambers would also then draft, debate, and pass 12 separate appropriations bills governing program level funding for all the agencies by the fiscal year deadline of September 30, 2016. Senate leaders expressed their desire to follow this process as well, but it is a daunting task, particularly as all funding legislation must originate in the House before consideration by the Senate. The last time the House considered and passed all 12 agency funding bills was in 2006. The task this year is further complicated by a compressed House calendar and an additional challenge by the Republican Study Committee (RSC) which voted to oppose last year's budget deal in late February.

The RSC is one of the most powerful groups within the House Republican Conference, including 170 of the 246 Republican House members. Their decision to oppose the deal is an added pressure on Speaker Paul Ryan along with the hardline conservatives in the House Freedom Caucus urging to renege on the budget deal and push for steeper cuts.

Speaker Ryan has said that a lower budget number would make it nearly impossible to pass any FY17 appropriations bills and will make passing a budget resolution extraordinarily difficult. If the FY17 budget numbers that were agreed to as part of last year's two-year budget deal and the appropriations process is not completed by October as Speaker Ryan has hoped, Congress will be forced to fund the government with another continuing resolution and/or an omnibus package.

Fiscal Impact: There is no fiscal impact.

Attachments

A. Alameda CTC 2016 Legislation Program

Staff Contact

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

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2016 Alameda County Transportation Commission Legislative Program

The legislative program herein supports Alameda CTC's transportation vision below adopted for the 2016 Countywide Transportation Plan:

1111 Broadway, Suite 800, Oakland, CA 94607
510.208.7400
www.AlamedaCTC.org

"Alameda County will be served by a premier transportation system that supports a vibrant and livable Alameda County through a connected and integrated multimodal transportation system promoting sustainability, access, transit operations, public health and economic opportunities. Our vision recognizes the need to maintain and operate our existing transportation infrastructure and services while developing new investments that are targeted, effective, financially sound and supported by appropriate land uses. Mobility in Alameda County will be guided by transparent decision-making and measureable performance indicators. Our transportation system will be: Multimodal; Accessible, Affordable and Equitable for people of all ages, incomes, abilities and geographies; Integrated with land use patterns and local decision-making; Connected across the county, within and across the network of streets, highways and transit, bicycle and pedestrian routes; Reliable and Efficient; Cost Effective; Well Maintained; Safe; Supportive of a Healthy and Clean Environment."

Issue	Priority	Strategy Concepts
Transportation Funding	Increase transportation funding	<ul style="list-style-type: none"> • Support efforts to lower the two-thirds-voter threshold for voter-approved transportation measures. • Support increasing the buying power of the gas tax and/or increasing transportation revenues through vehicle license fees, vehicle miles traveled, or other reliable means. • Support efforts that protect against transportation funding diversions and overall increase transportation funding. • Support new funding sources for transportation.
	Protect and enhance voter-approved funding	<ul style="list-style-type: none"> • Support legislation and increased funding from new and/or flexible funding sources to Alameda County for operating, maintaining, restoring, and improving transportation infrastructure and operations. • Support increases in federal, state, and regional funding to expedite delivery of Alameda CTC projects and programs. • Support efforts that give priority funding to voter-approved measures and oppose those that negatively affect the ability to implement voter-approved measures. • Support efforts that streamline financing and delivery of transportation projects and programs. • Support rewarding Self-Help Counties and states that provide significant transportation funding into transportation systems. • Seek, acquire, and implement grants to advance project and program delivery.
Project Delivery	Advance innovative project delivery	<ul style="list-style-type: none"> • Support environmental streamlining and expedited project delivery. • Support contracting flexibility and innovative project delivery methods. • Support high-occupancy vehicle/toll lane expansion in Alameda County and the Bay Area and efforts that promote effective implementation. • Support efforts to allow local agencies to advertise, award, and administer state highway system contracts largely funded by local agencies.
	Ensure cost-effective project delivery	<ul style="list-style-type: none"> • Support efforts that reduce project and program implementation costs. • Support accelerating funding and policies to implement transportation projects that create jobs and economic growth.
Multimodal Transportation and Land Use	Reduce barriers to the implementation of transportation and land use investments	<ul style="list-style-type: none"> • Support legislation that increases flexibility and reduces technical and funding barriers to investments linking transportation, housing, and jobs. • Support local flexibility and decision-making on land-use for transit oriented development (TOD) and priority development areas (PDAs). • Support innovative financing opportunities to fund TOD and PDA implementation.
	Expand multimodal systems and flexibility	<ul style="list-style-type: none"> • Support policies that provide increased flexibility for transportation service delivery through innovative, flexible programs that address the needs of commuters, youth, seniors, people with disabilities and low-income people, including addressing parking placard abuse, and do not create unfunded mandates. • Support investments in transportation for transit-dependent communities that provide enhanced access to goods, services, jobs, and education.

Issue	Priority	Strategy Concepts
Climate Change	Support climate change legislation to reduce greenhouse gas (GHG) emissions	<ul style="list-style-type: none"> • Support parity in pre-tax fringe benefits for public transit/vanpooling and parking. • Support funding for innovative infrastructure, operations, and programs that relieve congestion, improve air quality, reduce emissions, and support economic development. • Support cap-and-trade funds to implement the Bay Area's Sustainable Communities Strategy. • Support rewarding Self-Help Counties with cap-and-trade funds for projects and programs that are partially locally funded and reduce GHG emissions. • Support emerging technologies such as alternative fuels and fueling technology to reduce GHG emissions.
Goods Movement	Expand goods movement funding and policy development	<ul style="list-style-type: none"> • Support a multimodal goods movement system and efforts that enhance the economy, local communities, and the environment. • Support a designated funding stream for goods movement. • Support goods movement policies that enhance Bay Area goods movement planning, funding, delivery, and advocacy. • Ensure that Bay Area transportation systems are included in and prioritized in state and federal planning and funding processes. • Support rewarding Self-Help Counties that directly fund goods movement infrastructure and programs.
Partnerships	Expand partnerships at the local, regional, state and federal levels	<ul style="list-style-type: none"> • Support efforts that encourage regional and mega-regional cooperation and coordination to develop, promote, and fund solutions to regional transportation problems and support governmental efficiencies and cost savings in transportation. • Support policy development to advance transportation planning, policy, and funding at the county, regional, state, and federal levels. • Partner with community agencies and other partners to increase transportation funding for Alameda CTC's multiple projects and programs and to support local jobs. • Support efforts to maintain and expand local-, women-, minority- and small-business participation in competing for contracts.



Memorandum

9.1

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DATE: March 17, 2016

SUBJECT: Comprehensive Investment Plan (CIP) 2016 Update: Programming and Allocation List and Principles and Assumptions

RECOMMENDATION: Approve the Programming and Allocation List, Principles and Assumptions for the CIP 2016 Update, Execution of Funding Agreements and/or Cooperative Agreements with Sponsors and Project Partners, Initiation of Contract Procurement to obtain necessary professional services contracts to advance Projects and Programs that are directly managed by Alameda CTC, and Encumbrances for Costs Incurred Directly by the Alameda CTC.

Summary

The Alameda CTC has programming and/or allocation authority for a number of fund sources, including the voter-approved measures which provide funding for transportation improvements to benefit the users of the transportation system in Alameda County. The Alameda CTC has consolidated the programming and allocation information for all of the funds sources which are programmed and/or allocated by the Alameda CTC into a single document, the Alameda CTC Comprehensive Investment Plan (CIP). The CIP provides an overview of the various programs and projects funded by the Alameda CTC system wide for a five-year programming horizon which is updated every two years to add two new years to the five-year window. The first CIP was approved by Alameda CTC in June 2015 for the period from FY 2015-16 through FY 2019-20. The FY 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) included the initial set of allocations for programs and projects included in the 2014 Transportation Expenditure Plan (2014 TEP) based on the revenue collection for the 2014 Measure BB which began on April 1, 2015.

The FY 15/16 CIP allocated \$47 million of 2014 Measure BB funds for phases of eight individual programs and projects, and scoping funds to develop implementation strategies for a number of other programs and projects included in the 2014 TEP. The allocations were approved for fiscal years 2015-16 and 2016-17, the first two years of the five-year programming window of the FY 15/16 CIP. The CIP will be updated annually to reflect current status of funding and program or project delivery for the current five-year programming window, and every two years to shift the five-year programming horizon and add two new years to the window.

The Comprehensive Investment Plan 2016 Update (CIP 2016 Update) includes adding \$217.9 million of 2014 Measure BB over the five-year programming window, including \$137.6 million recommended for allocation in fiscal years 2015-16 and 2016-17. The programming of \$217.9 million consists of \$29.6 million added to seven programs or projects currently in the FY 15/16 CIP, and \$188.3 million for 21 programs or projects added to the CIP through the CIP 2016 Update.

The robust set of new programming and allocations for programs and projects in the CIP 2016 Update represents making good on the promise to put the 2014 Measure BB funding to work providing transportation benefits throughout the County for a variety of modes, and to provide an economic boost to the region. The recommended programming and allocations will fund a combination of program and projects nearing the final phase of implementation and the initial phases of programs and projects to establish a pipeline of programs and projects for future implementation. The pipeline established by the CIP 2016 Update will be the means by which the Alameda CTC will identify investments of transportation funding to provide benefits to the traveling public while infusing much needed funding into the sectors of the economy related to the transportation system.

The programs and projects included in the CIP 2016 Update were selected based on their readiness for implementation and their significance as determined, in part, by various local, countywide and regional planning efforts that have taken place since the passage of Measure BB. The Alameda CTC has prepared a Capital Project Delivery Plan (CPDP) for programs and projects to be implemented directly by the Alameda CTC. The CIP 2016 Update will incorporate the recommendations included in the CPDP as approved by the Alameda CTC.

The CIP 2016 Update is intended to satisfy the annual strategic plan requirements of the various voter-approved measures administered by the Alameda CTC by confirming the commitments of funding from the measures and updating the timing and amount of the commitments to reflect the current status of the programs and projects included in each of the measures. The revenue projections are updated to determine the current estimated total commitment for commitments based on a percentage of the revenue, and for the Direct Local Distribution commitments for the 2000 MB, 2010 VRF, and 2014 MBB programs.

The programming and allocation principles and assumptions recommended for the CIP 2016 Update, including the recommended list of programs and projects, is included in Attachment A. The policies, procedures, guidelines, and other requirements set forth in the FY 15/16 CIP shall remain in effect with the principles and assumptions for the CIP 2016 Update incorporated into the current policies, procedures and guidelines as approved by the Alameda CTC.

This item was approved by the Alameda County Technical Advisory Committee (ACTAC), and the Programs and Projects Committee (PPC) at their March meetings. Based on the support for the item, the PPC recommended the Commission approve the programming and allocation amounts at the March Commission meeting which will allow for the effective date of eligibility for the allocations to be established this month instead of waiting for May 2016 when the CIP 2016 Update is expected to be approved by the Commission. In order for the Alameda CTC and project sponsors to begin implementation as soon as the allocations are approved, it is also recommended that the Commission authorize the Executive Director, or designee of the Executive Director, to approve and execute project funding agreements with project sponsors and contracts, or other encumbrances for expenditure of the allocated funds, for programs and projects being implemented directly by the Alameda CTC. Encumbrances for new contracts between professional service providers and the Alameda CTC shall be initiated based on approval of the recommended actions in accordance with Alameda CTC's approved contracting and procurement policies.

Discussion

The passage of Measure BB in November 2014 included the 2014 Transportation Expenditure Plan (TEP) laying out a framework of eligibility for Measure BB funding for programs and projects. The Alameda County Transportation Commission (Alameda CTC) is responsible for the administration and implementation of the 2014 Measure BB Capital Program. Since the passage of Measure BB, the Alameda CTC has been working with local agencies, coordinating countywide and regional planning efforts, establishing policies and procedures, and participating in activities at the regional, state and federal levels to identify potential fund sources to be leveraged by the Measure BB funding. The purpose is to develop a list of Measure BB investments for a robust countywide investment package to jump start the impact of Measure BB on the transportation system and economy of Alameda County.

Sales tax collection authorized by Measure BB began on April 1, 2015. The Direct Local Distribution (DLD) payments began when Alameda CTC received the first payment from the State Board of Equalization (BOE) in June, and have continued monthly since then. The Alameda CTC approved initial allocations for a small set of specific projects in the FY 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) in June 2015. The FY 15/16 CIP also included allocations for scoping activities open to all sponsors to develop project implementation strategies for candidate programs and projects.

The focus of the CIP 2016 Update has been to identify programs and projects ready for implementation in the near-term, including the initial phases of programs and projects that will feed into the pipeline of investments and position the Alameda CTC to leverage

the Measure BB funding to the extent possible. Significant recent activity at the state and federal levels related to funding opportunities for large-scale infrastructure improvements have put a sense of urgency on positioning capital projects to compete successfully for the various funding opportunities. For example, the FHWA released a notice of funding opportunity at the end of February 2016 for an \$800 million grant program related to improving freight movement. The CIP 2016 Update includes project development funding for several freight-related projects that are expected to compete well for the state and federal opportunities, but only if they are brought to a state of readiness to secure the state and federal funding. The availability of local funding to advance project development in pursuit of significant funding from regional, state and federal sources is a benefit bestowed on Alameda County by the passage of Measure BB.

The CIP 2016 Update includes \$217.9 million of new Measure BB funding for phases of 28 programs and projects over the five-year programming window for projects in each of the four planning areas of the County, for multiple modes, and for multiple program or project delivery phases.

Attachment A shows the details of the recommended programming and allocations included in the CIP 2016 Update.

Fiscal Impact: The recommended actions will result in the allocation, encumbrance and subsequent expenditure of the 2014 Measure BB funds allocated by the Commission. The corresponding encumbrance amounts will be included in the annual budget of the Alameda CTC for the applicable fiscal year.

Attachments

A. CIP 2016 Update: Programming and Allocation Principles and Assumptions

Staff Contact

[Vivek Bhat](#), Senior Transportation Engineer

[James O'Brien](#), Programming and Allocations

**Alameda County Transportation Commission
Comprehensive Investment Plan 2016 Update
Programming and Allocation Principles and Assumptions**

The following principles and assumptions shall guide the update of the Alameda CTC Fiscal Year 2015-16 Comprehensive Investment Plan (FY 15/16 CIP) and be incorporated into the applicable policies, procedures and guidelines set forth in the FY 15/16 CIP. The 2016 update is scheduled for approval at the May 2016 meeting of the Alameda County Transportation Commission (Alameda CTC).

- ***Purpose of Comprehensive Investment Plan 2016 Update***

The Comprehensive Investment Plan 2016 Update (CIP 2016 Update) has three primary purposes:

1. To add \$29.6 million of 2014 MBB funding for seven currently programmed projects over the five-year programming window of the FY 15/16 CIP, including \$9.6 million recommended for allocation in FY 15/16 or FY 16/17;
2. To satisfy the annual strategic plan requirements set forth in Expenditure Plans for the 1986 Measure B (1986 MB), 2000 Measure B (2000 MB), 2010 Vehicle Registration Fee (2010 VRF), and the 2014 Measure BB (2014 MBB) programs; and
3. To add \$188.3 million of 2014 MBB funding for 21 new programs and projects over the five-year programming window of the FY 15/16 CIP, including \$128 million recommended for allocation in FY 15/16 or FY 16/17.

- ***Relationship with Planning***

The list of programs and projects recommended in the CIP 2016 Update is based on local, countywide and regional planning efforts, and with specific voter-approved measures as applicable. The outreach performed for the basis of the programming and allocation recommendations in the CIP was specifically tailored to satisfy the requirements of each of the regional, state and federal level sources available for leveraging by Measure BB. The list of candidate projects considered in the CIP 2016 Update stems from the applications received in July 2015 for the Countywide Transportation Plan with additional program and project definition coming from countywide planning efforts related to eligible programs and projects, and from coordination with local project sponsors to incorporate local priorities.

The CIP 2016 Update will incorporate the recommendations included in the Capital Project Delivery Plan as approved by the Alameda CTC.

- ***Fund Sources and Revenue Estimates:***

The CIP 2016 Update will reflect the most recent fund estimates for the STIP, STP/CMAQ (OBAG 2) and TFCA; and the most current revenue forecast for the 2000 Measure B, 2014 Measure BB and VRF programs.

- ***Programming Requirements***

Programs and projects must satisfy certain programming requirements to be considered for programming or allocations through the CIP 2016 Update. Programs and projects must be included in the current Countywide Transportation Plan to be considered for programming or allocation in the CIP 2016 Update, and be included in the applicable voter-approved Expenditure Plan for programming or allocation of voter-approved funding.

Programs and projects must be defined to a sufficient level of detail to support a reasonable cost and funding breakdown by phase, as well as a reliable milestone schedule by phase. If funding cannot be identified for all phases of a program or project, cost estimates for all phases are still required for projects requesting programming or allocation for phases beyond environmental approval.

The following principles shall be the basis of cost sharing considered for programming and allocations approved by the Alameda CTC for the various programs and projects funded by Measure BB:

- 2014 Measure BB funds are intended to promote cost sharing arrangements with other fund sources and to share the financial risks associated with program or project implementation. The 2014 TEP includes requirements for cost effective and efficient implementation of the programs and projects funded by Measure BB. Request for Allocation packages shall include a summary of all program or project costs segregated by phase, including costs funded by all fund sources made available for the program or project, with a corresponding milestone schedule showing a minimum of begin and end for each phase to indicate the timing of the funding needs by phase.
- Program or project cost sharing shall be established in the funding agreements based on the information provided with the Request for Allocation package. The cost sharing proportions documented in the funding agreement for a given phase shall be used for risk sharing associated with the implementation of the phase.
- Program or project costs related to staff time for any local agency which receives 2014 Measure BB Direct Local Distribution (DLD) funding shall not be eligible for reimbursement from Measure BB funds allocated for phases of programs or projects. These costs can be included in the total cost and funding amounts for the purposes of cost and risk sharing at the total program or project level, but they shall not be included in the costs eligible for reimbursement by Measure BB at the reimbursement ratio stipulated in the funding agreement, unless specifically identified as eligible in the funding agreement.

- ***Allocations***

2014 Measure BB funds are typically allocated by phase based on a Request for Allocation package submitted by the project sponsor or implementing agency. The Request for Allocation package shall include an overall program or project implementation plan which identifies anticipated costs by phase and potential (if not already secured) funding sources for each phase throughout completion of the project.

If a program or project is recommended for funding, but funding has not been identified for all phases of delivery, the funding needed to secure the required environmental approvals is a priority for 2014 Measure BB funding. Funding allocations for phases beyond the environmental phase are considered at increased risk if funding has not been identified for all phases. The possibility that funding for future phases may not be identified and the program or project not fully implemented, represents various risks related to the intended benefits of expenditures not being fully realized by the traveling public. Although there is value to achieving the next delivery milestone in every phase, investments for capital costs must be made with confidence that the subsequent phases will be delivered and the intended benefits realized to the extent possible as soon as possible.

Requests for funding allocations for the design, right of way, and construction phases, for programs or projects without funding identified for all phases will not be considered for approval without an agreement on how to share program or project costs in the event that all future phases of project delivery are not completed. The agreed upon terms of such a cost sharing agreement, including methods of repayment in arrears, shall be included with the Request for Allocation package submitted to the Alameda CTC, and will be considered for approval on a case by case basis.

An individual program or project can receive funding allocated from multiple commitments in the 2014 Measure BB Transportation Expenditure Plan (2014 TEP), or from multiple voter-approved sources, if the program or project is expected to result in benefits that support the goals and objectives of the different commitments in the 2014 TEP, the other voter-approved sources, or other fund sources programmed for the program or project. Each amount from each of the commitments, or from each of the fund sources will be treated as an individual allocation from the applicable fund source to allow for proper fiscal management of each Program.

- ***Retroactive Allocations:***

Generally, funds are allocated for costs to be incurred after the allocation is approved. Requests for Allocation packages must identify the need for cost eligibility in advance of the requested date of allocation. Such allocations are considered retroactive. Approval of retroactive allocations shall be on a case-by-case basis, and based in large part on which fund sources were used to reimburse the costs originally, and to what purpose, if any, the freed up funding will be committed. There are also certain requirements related to the procurement process and methodology for contracts funded wholly, or in part, by 2014 Measure BB funds. Any costs intended for the retroactive allocation for contracts that do not comply with the goal

setting requirements set forth in the Alameda CTC Local Business Contract Equity Program must be identified in the Request for Allocation package and determined eligible for Measure BB funding. If a retroactive allocation of Measure BB funds is approved to cover contract costs in arrears, the reporting requirements set forth in the Local Business Contract Equity Program shall apply to the entire contract from inception to date.

- ***Strategic Plan Requirements:***

The CIP 2016 Update will satisfy the annual strategic plan requirement for the 1986 MB, 2000 MB, 2010 VRF, and 2014 MBB programs by confirming the commitments of funding from each of the programs, including updating revenue forecasts based on year to date actuals plus a forecast for the remainder of the current fiscal year to determine commitment amounts determined as a percentage of available revenues.

The programming and allocation recommendations for the CIP 2016 Update are summarized on Exhibit 1 attached to these principles and assumptions.

Alameda CTC FY 2015-16 CIP - 2016 Update Changes (Additions/Subtractions) to Current Programming							Programming and Allocations (\$ x 000)						
							Phase	Programmed Amount	Allocations				
CIP ID	PA	Fund Source	Fund Subset	Sponsor	Project Title	Mode			2-Year Allocation Plan				
							FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20		
00058	3-South	2014 MBB	017	BART	Irvington BART Station	TR	Sco	2,660	2,660				0
00064	1-North	2014 MBB	024	Oakland	Oakland Broadway Corridor Transit	TR	Sco	500	500				0
00067	2-Central	2014 MBB	026	San Leandro	San Leandro Streets Rehabilitation	LSR	Con Cap	27,000		6,000	7,000	7,000	7,000
00073	4-East	2014 MBB	033	AlaCTC	I-580/I-680 Interchange Improvements (Study Only)	HWY	Sco	900	900				0
00077	Multiple	2014 MBB	038	AlaCTC	I-880 Whipple Road/Industrial Parkway Southwest Interchange Improvements	HWY	Sco	825	825				0
00078	Multiple	2014 MBB	039	AlaCTC	I-880 Industrial Parkway Interchange West Improvements	HWY	Sco	725	725				0
00083	1-North	STIP	RIP	BART	Downtown Berkeley BART Plaza/Transit Area Imps.	TR	Con Cap	(3,726)	(3,726)				0
00121	1-North	2014 MBB	026	Oakland	Oakland Army Base Roadway Infrastructure Improvements (Note 2)	FR	Con Cap	41,000		7,000	17,000	17,000	0
00122	1-North	2014 MBB	026	Oakland	Oakland Army Base Infrastructure Improvements - Truck Parking	FR	Con Cap	5,000	5,000				0
00123	4-East	2014 MBB	026	Dublin	Dougherty Rd Widening (from 4 to 6 Lns) (Dublin - CCC line)	LSR	Con Cap	11,200	11,200				0
00124	4-East	2014 MBB	026	Dublin	Dublin Widening, WB from 2 to 3 Lns (Sierra Ct-Dougherty Rd)	LSR	Con Cap	3,000	3,000				0
00125	1-North	2014 MBB	026	Oakland	14th Ave Streetscape (3 phases) from E. 8th to Highland Hospital	LSR	PSE	1,300	1,300				0
00125	1-North	2014 MBB	026	Oakland	14th Ave Streetscape (3 phases) from E. 8th to Highland Hospital	LSR	Con Cap	5,300		5,300			0
00126	2-Central	2014 MBB	026	Hayward	Mission Blvd. Phases 2 & 3 (Complete Streets)	LSR	Util Relocation	9,500	9,500				0
00126	2-Central	2014 MBB	026	Hayward	Mission Blvd. Phases 2 & 3 (Complete Streets)	LSR	Con Cap	12,000		12,000			0
00127	2-Central	2014 MBB	026	Ala. County	Hesperian Blvd Corridor Improvement (A St - I880)	LSR	Con Cap	7,000	7,000				0
00128	1-North	2014 MBB	041	AlaCTC	Port - Intelligent Transportation System (ITS) and Technology Plan	FR	Env	4,000	4,000				0
00129	1-North	2014 MBB	027	AlaCTC	Middle Harbor Road Improvements	FR	Env	4,000	4,000				0
00130	1-North	2014 MBB	027	AlaCTC	7th Street Grade Separation, West and East	FR	Env	5,000	5,000				0
00130	1-North	2014 MBB	027	AlaCTC	7th Street Grade Separation, West and East	FR	PSE	20,000	20,000				0
00131	4-East	2014 MBB	026	AlaCTC	I-580 Freeway Corridor Management System (FCMS)	HWY	Sco	5,000	5,000				0

Alameda CTC FY 2015-16 CIP - 2016 Update Changes (Additions/Subtractions) to Current Programming							Programming and Allocations (\$ x 000)								
							Phase	Programmed Amount	Allocations					Later	
CIP ID	PA	Fund Source	Fund Subset	Sponsor	Project Title	Mode			2-Year Allocation Plan						
							FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20				
00132	1-North	2014 MBB	026	AlaCTC	San Pablo Avenue (SR 123) Multi-Modal Corridor Project	LSR	Sco	4,000		4,000					0
00133	1-North	2014 MBB	026	AlaCTC	Telegraph Avenue Multi-Modal Corridor Project	LSR	Sco	3,000		3,000					0
00134	1-North	2014 MBB	026	AlaCTC	University Avenue Multi-Modal Corridor Project	LSR	Sco	2,000		2,000					0
00135	1-North	2014 MBB	026	AlaCTC	Ashby (SR 13) Avenue Multi-Modal Corridor Project	LSR	Sco	1,000		1,000					0
00136	1-North	2014 MBB	040	AlaCTC	I-880/23rd-29th Operations Improvements	HWY	Con Cap	5,000	5,000						0
00137	1-North	2014 MBB	040	Oakland	I-880/42nd-High Street Access Improvements	HWY	Con Cap	10,000		10,000					0
00138	2-Central	2014 MBB	040	AlaCTC	I-880/Winton Avenue Interchange	HWY	Sco	1,500		1,500					0
00139	3-South	2014 MBB	040	AlaCTC	South County Access (SR 262/Mission Blvd Cross Connector)	HWY	Sco	1,500	1,500						0
00140	3-South	2014 MBB	045	Fremont	Warm Springs BART Station - West Side Access	TR	Con Cap	25,000		25,000					0
00141	1-North	2014 MBB	044	Emeryville	South Bayfront Bridge	BP	Con Cap	2,000			2,000				0
00070	1-North	2014 MBB	030	AlaCTC	I-80 Ashby Interchange Improvements	HWY	Env	4,000	4,000						0
Notes:							Totals	221,184	44,150	89,734	32,300	24,000	24,000	7,000	
1. Programming and Allocation Amounts shown are additions, or subtractions, to amounts currently programmed in the FY 15/16 CIP.							2-Year Allocation (FY 15/16 & FY 16/17) Total		\$133,884						
2. Amount shown for CIP ID 00121 is a retroactive allocation with an effective date of eligibility of April 1, 2015 and delayed reimbursement.							5-Year Programming Window (FY 15/16 - FY 19/20) Total		\$214,184						



Memorandum

9.2

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DATE: March 17, 2016

SUBJECT: 2016 State Transportation Improvement Program Update

RECOMMENDATION: Receive and update on the 2016 Regional Transportation Improvement Program (RTIP) for Alameda County.

Summary

At the January 2016 meeting, the California Transportation Commission (CTC) amended the 2016 State Transportation Improvement Program (STIP) Fund Estimate with a lower Price-Based Excise Tax Rate, resulting in a decreased statewide STIP capacity of approximately \$754 million over the Fund Estimate period. The Metropolitan Transportation Commission (MTC) Bay Region share of this reduction amounts to \$96 million. Per CTC's direction, MTC staff has proposed to delay \$71.3 million in projects regionally, to an unfunded future year of the STIP.

Background

The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources. Senate Bill 45 (SB 45) was signed into law in 1996 and had significant impacts on the regional transportation planning and programming process. The statute delegated major funding decisions to a local level and allows the Alameda CTC to have a more active role in selecting and programming transportation projects. Senate Bill 45 changed the transportation funding structure by modifying the transportation programming cycle, program components, and expenditure priorities.

The STIP is composed of two sub-elements: 75% of the STIP funds going towards the Regional Transportation Improvement Program (RTIP) and 25% going to the Interregional Transportation Improvement Program (ITIP).

The Alameda CTC adopts and forwards a program of RTIP projects to the MTC for each STIP cycle. As the Regional Transportation Planning Agency (RTPA) for the nine-county Bay Area, MTC is responsible for developing the regional priorities for the RTIP. MTC is the regional agency designated by state law to submit the RTIP to the CTC for inclusion in the STIP.

In January 2016, the CTC revised the 2016 STIP Fund Estimate (FE), which calls for a \$754 million reduction in statewide programming capacity. The reduction is due to the decrease in revenues as a result of the recent action by the Board of Equalization to reduce the price-based excise tax on fuel by 2.2 cents per gallon.

Per CTC's direction, MTC staff has proposed to delay \$71.3 million in projects regionally, to an unfunded future year of the STIP. Two projects included within the 2016 Alameda RTIP are proposed to be delayed to FY 2021-22 under this proposal (Attachment A).

1. BART Station Modernization Program - \$ 3.726 M
2. Improved Bike/Ped Connectivity to East Span SFOBB - \$3.063 M*
* (Alameda County component of a regional project)

The CTC must approve a financially-constrained STIP in May 2016. Since the STIP is administered by the CTC, it is up to their discretion to either accept MTC's proposal or delay additional projects in the region. Alameda CTC staff will work with MTC and CTC staff on any new CTC-proposed delays as part of the STIP recommendation process to minimize the impact to projects within Alameda County.

Fiscal Impact: There is no fiscal impact.

Attachments:

- A. Alameda County Proposed 2016 RTIP Revisions

Staff Contact:

[James O'Brien](#), Programming and Allocations

[Vivek Bhat](#), Senior Transportation Engineer

2016 Regional Transportation Improvement Program (RTIP) as adjusted

Alameda									
(\$ x 1,000)									
Agency	PPNO	Project	Total	16-17	17-18	18-19	19-20	20-21	Outside RTIP
Alameda CTC	81J	East-West Connector in Fremont	12,000	-	-	12,000	-	-	-
BART	2103C	Daly City BART Station Intermodal Improvements	200	200	-	-	-	-	-
BART	2010C	BART Station Modernization Program (ALA) (14S-19)	-	-	-	-	-	-	3,726
Caltrans	New	US-101 Marin-Sonoma Narrows Seg B2 Phase 2	2,000	2,000	-	-	-	-	-
ACTC	2179	Planning, programming, and monitoring	2,201	886	750	565	-	-	-
MTC	2100	Planning, programming, and monitoring	406	131	135	140	-	-	-
BATA/Caltrans/MTC	9051A	Improved Bike/Ped Access to SFOBB East Span	-	-	-	-	-	-	3,063
		Total	16,807	3,217	885	12,705	-	-	6,789

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