



## Alameda CTC Commission Agenda Thursday, April 23, 2020 2:00 p.m.

Due to the statewide stay at home order and the Alameda County Shelter in Place Order, and pursuant to the Executive Order issued by Governor Gavin Newsom (Executive Order N-29-20), the Commission will not be convening at its Commission Room but will instead move to a remote meeting.

The technology for this meeting may not be able to accommodate verbal comments from the public over the telephone or webcast connection and therefore we request that you submit public comments electronically. Your comments will be read aloud to the Commission and those listening telephonically or electronically. Submit comments to: [vlee@alamedactc.org](mailto:vlee@alamedactc.org) prior to the meeting.

Chair: Pauline Russo Cutter,  
Mayor City of San Leandro

Vice Chair: John Bauters,  
Councilmember City of Emeryville

Executive  
Director:

Tess Lengyel

Clerk of the  
Commission:

[Vanessa Lee](#)

### Location Information:

Virtual Meeting  
Information: <https://zoom.us/j/91029058955?pwd=OGREZmsrUkx6M3hxOHVHM2REMIBYQT09>  
Webinar ID: 910 2905 8955  
Password: 103013

For Public Access  
Dial-in Information: 1 (669) 900 6833  
Webinar ID: 910 2905 8955  
Password: 103013

To request accommodation or assistance to participate in this meeting, please contact Vanessa Lee, the Clerk of the Commission, at least 48 hours prior to the meeting date at: [vlee@alamedactc.org](mailto:vlee@alamedactc.org)

### Meeting Agenda

1. Call to Order

2. Roll Call

3. Public Comment

4. Chair and Vice Chair Report

## 5. Executive Director Report

## 6. Consent Calendar

Page/Action

Alameda CTC standing committees approved all action items on the consent calendar, except Item 6.1.

- |  |    |   |
|--|----|---|
| 6.1. <a href="#">Approve March 26, 2020 Commission Meeting Minutes</a>   | 1  | A |
| 6.2. <a href="#">Approve the FY2019-20 Mid-Year Budget Update</a>  | 5  | A |
| 6.3. <a href="#">Award the Global Opportunities at the Port of Oakland (GoPort) Program Freight Intelligent Transportation System (FITS) Project System Integration and Application Development Contract to Parsons Transportation Group, Inc.</a> | 13 | A |
| 6.4. <a href="#">Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments</a>  | 21 | I |

## 7. Finance and Administration Committee

The Finance and Administration Committee approved the following action items, unless otherwise noted in the recommendations.

- |   |    |     |
|---|----|-----|
| 7.1. Conference with Legal Counsel – Anticipated Litigation (Pursuant to Government Code Section 54956.9(d)(2)) Significant exposure to litigation- One case                      |    |     |
| 7.2. Report on Closed Session   |    | A/I |
| 7.3. <a href="#">Approve the Revised Alameda CTC Organizational Structure and procurement of a human resources consultant to support implementation of organizational changes</a> | 23 | A   |

## 8. Planning, Policy and Legislation Committee

The Planning, Policy and Legislation Committee approved the following action items, unless otherwise noted in the recommendations.

- |  |    |     |
|--|----|-----|
| 8.1. <a href="#">Federal, state, regional, and local legislative activities update</a> | 31 | A/I |
|--|----|-----|

## 9. Commission Member Reports

## 10. Adjournment

Next Meeting: May 28, 2020

Notes:

- All items on the agenda are subject to action and/or change by the Commission.
- To comment on an item not on the agenda (3-minute limit), submit an email to the clerk.
- Call 510.208.7450 (Voice) or 1.800.855.7100 (TTY) five days in advance to request a sign-language interpreter.
- If information is needed in another language, contact 510.208.7400. Hard copies available only by request.
- Call 510.208.7400 48 hours in advance to request accommodation or assistance at this meeting.
- Meeting agendas and staff reports are available on the [website calendar](#).

- Alameda CTC is located near 12th St. Oakland City Center BART station and AC Transit bus lines. [Directions and parking information](#) are available online.



## Alameda CTC Schedule of Upcoming Meetings for May 2020

**Commission Chair**

Mayor Pauline Russo Cutter  
City of San Leandro

**Commission Vice Chair**

Councilmember John Bauters  
City of Emeryville

**AC Transit**

Board Vice President 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**

Vice President Rebecca Saltzman

**City of Alameda**

Mayor Marilyn Ezzy Ashcraft

**City of Albany**

Mayor Nick Pilch

**City of Berkeley**

Mayor Jesse Arreguin

**City of Dublin**

Mayor David Haubert

**City of Fremont**

Mayor Lily Mei

**City of Hayward**

Mayor Barbara Halliday

**City of Livermore**

Mayor John Marchand

**City of Newark**

Councilmember Luis Freitas

**City of Oakland**

Councilmember At-Large  
Rebecca Kaplan  
Councilmember Sheng Thao

**City of Piedmont**

Mayor Robert McBain

**City of Pleasanton**

Mayor Jerry Thorne

**City of Union City**

Mayor Carol Dutra-Vernaci

**Executive Director**

Tess Lengyel

### Commission and Committee Meetings

Time	Description	Date
9:00 a.m.	I-680 Sunol Express Lane Joint Powers Authority (I-680 JPA)	May 11, 2020
9:30 a.m.	Finance and Administration Committee (FAC)	
10:00 a.m.	Programs and Projects Committee (PPC)	
11:30 a.m.	Planning, Policy and Legislation Committee (PPLC)	
2:00 p.m.	Alameda CTC Commission Meeting	May 28, 2020

### Advisory Committee Meetings

1:30 p.m.	Alameda County Technical Advisory Committee (ACTAC)	May 7, 2020
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All meetings are held at Alameda CTC offices located at 1111 Broadway, Suite 800, Oakland, CA 94607. Meeting materials, directions and parking information are all available on the [Alameda CTC website](http://www.AlamedaCTC.org). Meetings subject to change.



# Alameda County Transportation Commission Commission Meeting Minutes Thursday, March 26, 2020, 2 p.m.

6.1

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

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

## 1. Pledge of Allegiance

## 2. Roll Call

A roll call was conducted. All members were present with the exception of Commissioner Mei.

Commissioner Cox attended as an alternate for Commissioner Chan.

### Subsequent to the roll call:

Commissioner Mei arrived during item 3.

## 3. Public Comment

There were no public comments.

## 4. Chair and Vice Chair Report

Commissioner Cutter thanked the Commissioners, staff and members of the public for their cooperation and patience in adjusting to the ways in which the agency is conducting public meetings remotely. She noted that Vice-Chair Bauters would be assisting with the remote procedural actions during the meeting, including managing questions and roll call votes. She acknowledged the uniqueness of the Coronavirus pandemic and the challenges it presents to all and she stated that it is important to continue the agency's commitment to supporting transportation projects, programs, transit operations, jobs and mobility during this crisis.

## 5. Executive Director Report

Tess Lengyel noted that the Alameda CTC office and staff is fully functional and operating remotely. She noted that the agency is continuing to develop projects and programs as well as ensuring operating budgets and operations are ongoing. Ms. Lengyel thanked the Chair and Vice Chair for working with her as the agency adjusts to this dynamic situation. She concluded her presentation by providing details on the programs that have been impacted as a result of the Coronavirus and she noted that work on the 2020 Countywide Transportation Plan is still in progress.

Commissioner Ezzy Ashcraft asked if projects in construction were impacted by the shelter-in-place order. Ms. Lengyel noted that contractors are adhering to the state public health directives of working remotely and/or have committed to keeping a safe distance from each other.

Commissioner Cox asked if the Express Lanes and I-880 were shut down as a result of the pandemic. Ms. Lengyel stated that Alameda CTC, in coordination with the Metropolitan Transportation Commission (MTC) and the Bay Area Toll Authority (BATA), determined that

all express lanes in the region would remain open to all, while the shelter-in-place order was enacted.

## **6. Consent Calendar**

- 6.1.** Approve February 27, 2020 Commission Meeting Minutes
- 6.2.** Approve Administrative Amendment to Project Agreement for the San Pablo Avenue Multimodal Corridor Project to extend agreement expiration date
- 6.3.** Approve actions related to the Programming and Allocation of Regional Measure 3 funds for Global Opportunities at the Port of Oakland Program's 7th Street Grade Separation East Project
- 6.4.** Approve actions necessary to facilitate project advancement into the construction phase for State Route 84 Expressway Widening and State Route 84/Interstate 680 Interchange Improvements Project
- 6.5.** Approve Draft Alameda CTC's Strategic Plan Guiding Principles
- 6.6.** Approve issuance of a Request for Proposals for Project Management and Project Controls Services and authorize the Executive Director to negotiate a contract with the top-ranked firm
- 6.7.** Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments
- 6.8.** Approve Plan Bay Area 2050 Revised List and Performance Strategies for Alameda County for Submittal to the Metropolitan Transportation Commission
- 6.9.** 2020 Countywide Transportation Plan: Needs Assessment Part 2

Commissioner Ortiz pulled item 6.8 for further discussion. She stated that during the March Planning, Policy and Legislation Committee (PPLC), she raised concerns for AC Transit under equity and noted that it wasn't clear what type of methodology MTC used and which transit agency was over or under the guidelines. Commissioner Ortiz noted that AC Transit ridership is comprised of 65% low income riders and she voiced concerns about AC Transit projects not receiving funding. Ms. Lengyel said that staff met with MTC regarding their evaluation of equity and submitted a letter regarding concerns. AC Transit received red flags due to the equity methodology which is not geared to transbay riders, as well as the cost-effectiveness evaluation; however, she noted that MTC, Alameda CTC and AC Transit have been working to address the flags and the comments from Commissioners will be incorporated into the letter staff sends to MTC. Staff is confident that transbay needs will be included in the Regional Transportation Plan.

Commissioner Arreguin commented that AC Transit projects did not get scored as highly as other projects and stated that he is willing to be involved in the discussion with MTC.

Commissioner Saltzman commented that building a second Transbay Tube is very expensive and there is nothing that suggests that it will not be equitable.

Commissioner Dutra-Vernaci asked if staff received the letter from Union City on the Quarry Lakes Project. Ms. Lengyel confirmed that the letter was received.

*Commissioner Saltzman moved to approve item 6.8. Commissioners Cutter seconded the motion. The motion passed with the following votes:*

Yes: Arreguin, Bauters, Carson, Cox, Cutter, Dutra-Vernaci, Ezzy Ashcraft, Freitas, Haggerty, Halliday, Haubert, Kaplan, Marchand, McBain, Mei Miley, Pilch, Saltzman, Thao, Thorne, Valle  
No: None  
Abstain: Ortiz  
Absent: None

*Commissioner Bauters moved to approve all remaining items on the Consent Calendar with the exception of 6.8. Commissioner Marchand seconded the motion. The motion passed with the following votes:*

Yes: Arreguin, Bauters, Carson, Cox, Cutter, Dutra-Vernaci, Ezzy Ashcraft, Freitas, Haggerty, Halliday, Haubert, Kaplan, Marchand, McBain, Mei, Miley, Ortiz, Pilch, Saltzman, Thao, Thorne, Valle  
No: None  
Abstain: None  
Absent: None

## **7. Community Advisory Committee Reports**

### **7.1 Bicycle and Pedestrian Advisory Committee (BPAC)**

There was no report from BPAC.

### **7.2. Independent Watchdog Committee (IWC)**

Ms. Lengyel noted that the IWC Chair report was included in the packet.

### **7.3. Paratransit Advisory and Planning Committee (PAPCO)**

There was no report from PAPCO.

## **8. Planning, Policy and Legislation Committee (PPLC)**

### **8.1. Federal, state, regional, and local legislative activities update**

Ms. Lengyel stated this legislative session will focus mainly on COVID-19. She stated that there were draft principals for advocacy for AB 2824 (Bonta), as well as positions on three bills focused on free transit passes: AB 1350 Assemblywoman Gonzalez, AB 2012 Assemblyman Chu and AB 2176 Assemblyman Holden that were discussed at the March PPLC meeting. Ms. Lengyel noted that the PPLC recommended actions included a support and seek amendments position on both AB 2012 and AB 2176 and no position on AB 1350 to allow more discussion on the bill with the author.

Commissioner Halliday asked why is there a different position on AB 1350, considering that all of the bills are dealing with free transit. Commissioner Bauters recapped the PPLC discussion on AB 1350 and noted that he offered to contact Assemblywoman Gonzalez to learn more about the bill and bring back information to the Commission.

Ms. Lengyel noted that PPLC approved the list of AB 2824 principles without changes and said the recommendation is to carry forward the committee's recommendation

with the additional comments from partner agencies as redlined in the principles document in the agenda packet.

*Commissioner Halliday moved to approve the item. Commissioner Ortiz seconded the motion. The motion passed with the following votes:*

Yes: Arreguin, Bauters, Carson, Cox, Cutter, Dutra-Vernaci, Ezzy Ashcraft, Freitas, Haggerty, Halliday, Haubert, Kaplan, Marchand, McBain, Mei, Miley, Ortiz, Pilch, Thao, Thorne, Valle  
No: Saltzman  
Abstain: None  
Absent: None

## **9. Member Reports**

There were no member reports.

## **10. Adjournment**

The next meeting is Thursday, April 23, 2020 at 2:00 p.m.





# Memorandum

6.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

**DATE:** April 16, 2020

**TO:** Alameda County Transportation Commission

**FROM:** Patricia Reavey, Deputy Executive Director of Finance and Administration  
Lily Balinton, Director of Finance

**SUBJECT:** Approve the FY2019-20 Mid-Year Budget Update

## Recommendation

It is recommended that the Commission approve the Proposed FY2019-20 Mid-Year Budget Update as presented.

## Summary

The proposed update to the FY2019-20 budget is a balanced, sustainable budget that was developed to reflect changes to actual fund balances and projected revenues and expenditures on projects and programs since the original budget was adopted in May 2019.

The proposed budget update includes an increase of \$232.7 million from FY2018-19 actual audited fund balances which are rolled forward into FY2019-20 for a total beginning fund balance of \$588.0 million. The proposed budget also contains revenues totaling \$403.8 million of which sales tax revenues comprise \$320.0 million, or 79.2 percent. The total revenue amount proposed is an increase of \$11.8 million over the currently adopted FY2019-20 budget mostly related to external and exchange program funding sources in the capital projects and exchange funds which were approved in the FY2018-19 budget, but have rolled forward to the FY2019-20 budget because they had not yet been utilized by the end of FY2018-19.

Revenues are offset in the proposed budget update by \$602.4 million in total expenditures of which \$359.8 million, or 59.7 percent, are allocated for capital project expenditures. The total expenditure amount is an increase of \$242.4 million over the currently adopted budget. This increase appears to be significant; however, it is due to the adjustment for the capital projects roll forward balance from FY2018-19, an estimate of which was included and approved in the originally adopted FY2019-20 budget on the capital spreadsheet but actual amounts could not be pulled to the consolidated Alameda CTC budget spreadsheet until final fund balance roll forward amounts were updated based on the audited

Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019. The CAFR was approved by the Commission in December 2019.

Capital projects fund revenues and expenditures that appeared on the consolidated Alameda CTC Budget sheet in the adopted budget for FY2019-20, when the budget was adopted in May 2019, did not include the roll forward revenue and expenditure balances because these amounts were still included in the approved budget and projected ending fund balance for FY2018-19. During the mid-year budget update process, the roll forward fund balances are updated to actual amounts based on the audited financial statements. Therefore, the capital budget revenue and expenditure amounts on the consolidated budget spreadsheet for the mid-year budget update include the full capital budget which consists of both the actual roll forward balances from FY2018-19 and any additional requested capital budget for FY2019-20. This methodology ensures more reliable fund balance information in Alameda CTC's budget process.

This mid-year budget adjustment includes an additional \$500,000 benefit cost as part of a plan to pay down the agency's pension liability. As of June 30, 2019, Alameda CTC had a pension liability of \$6.3 million. Alameda CTC continues to pay the required pension contributions as established by CalPERS, however, the agency's pension liability continues to grow. Staff has worked with CalPERS actuaries to come up with a reasonable plan to pay down this liability so that it does not become more significant or unmanageable. In addition to paying the regular required contributions, the established plan includes making an additional \$500,000 payment annually over the next nine years and a small portion of that in the tenth year to pay down the full current outstanding liability. Implementing this plan will change the agency's scheduled pension payments going forward, and based on the CalPERS actuary's analysis, will save the agency \$3.7 million cumulatively over the next 10 years.

Salary and benefits costs in this mid-year budget update are \$7.4 million, which is an increase of \$0.3 million from the currently adopted budget; however, it would actually have been a decrease of \$0.2 million if the plan to pay down the pension liability as discussed above had not been implemented. Salaries and benefits costs in this mid-year budget update are nominal as compared to total expenditures at 1.2 percent.

The update of the audited fund balances from FY2018-19 and the projected revenue and expenditure totals constitute a net increase in the projected ending fund balance of \$2.1 million, for a projected consolidated ending fund balance of \$389.5 million for FY2019-20. In line with the adopted I-580 Express Lanes Expenditure Plan, funds were set aside in the originally adopted budget towards future maintenance needs on the I-580 Express Lanes of \$5.0 million. In addition, the Fund Balance/Operational Reserve has increased in this mid-year budget update to the targeted \$20.0 million as projected for FY2019-20 and established in the I-580 Express Lanes Expenditure Plan. This also allowed for the I-580 Express Lane to begin to set aside funds in the amount of \$3.9 million to pay back some of the Measure B funds borrowed during construction of the lanes as was projected to begin and was approved in the I-580 Express Lanes Expenditure Plan for FY2019-20. The Agency's overall Fund Balance/Operational Reserve, inclusive of the I-580 Express Lanes operational reserve, has

increased by a total of \$26.6 million to \$73.2 million based on the agency's adopted fund balance reserve policy.

Consistent with the 2020 Comprehensive Investment Plan approved by the Commission in June 2019, this mid-year budget update includes revenues and expenditures necessary to develop and implement vital planning projects and programs in Alameda County, and it contains revenues and expenditures necessary to fund and deliver significant capital projects intended to expand access and improve mobility in Alameda County.

The 2000 Measure B and 2014 Measure BB Limitation ratios required by the respective Transportation Expenditure Plans 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 requirements.

## **Background**

Development of the FY2019-20 budget and this proposed mid-year 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 Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. This was accomplished by allocating 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 FY2019-20 mid-year budget update would be to allow the roll forward of audited fund balances from FY2018-19 of \$232.7 million, provide additional resources of \$11.8 million and authorize additional expenditures of \$242.4 million, reflecting an overall increase in fund balance of \$2.1 million for a projected ending fund balance of \$389.5 million.

## **Attachments:**

- A. Alameda CTC FY2019-20 Proposed Mid-Year Budget Update
- B. Capital Projects FY2019-20 Proposed Mid-Year Budget Update

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**Alameda CTC FY2019-20  
Proposed Mid-Year Budget Update**

	<b>General Funds Proposed</b>	<b>Express Lanes Fund Proposed</b>	<b>Special Revenue Funds Proposed</b>	<b>Exchange Fund Proposed</b>	<b>Debt Service Fund Proposed</b>	<b>Capital Project Funds Proposed</b>	<b>Inter-Agency Eliminations Proposed</b>	<b>Total Proposed Budget</b>	<b>Proposed Adjustments</b>	<b>Currently Adopted Budget</b>
<b>Beginning Fund Balance:</b>	\$ 71,389,897	\$ 34,582,900	\$ 138,822,890	\$ 6,072,858	\$ 9,577,618	\$ 327,572,753	\$ -	\$ 588,018,916	\$ 232,694,784	\$ 355,324,132
<b>Revenues:</b>										
Sales Tax Revenues	\$ 13,600,000	\$ -	\$ 200,013,596	\$ -	\$ -	\$ 106,386,404	\$ -	\$ 320,000,000	\$ -	\$ 320,000,000
Investment Income	1,800,000	600,000	1,900,000	450,000	200,000	6,100,000	-	11,050,000	500,000	10,550,000
Member Agency Fees	1,479,765	-	-	-	-	-	-	1,479,765	-	1,479,765
VRF Funds	-	-	12,000,000	-	-	-	-	12,000,000	-	12,000,000
TFCA Funds	-	-	1,980,600	-	-	-	-	1,980,600	-	1,980,600
Toll Revenues	-	13,250,000	-	-	-	-	-	13,250,000	-	13,250,000
Toll Violation and Penalty Revenue	-	2,750,000	-	-	-	-	-	2,750,000	-	2,750,000
Other Revenues	-	-	23,650	-	26,469,450	-	(26,493,100)	-	-	-
Regional/State/Federal Grants	2,830,245	-	2,600,550	-	-	22,118,974	-	27,549,769	5,051,140	22,498,629
Local and Other Grants	-	15,499	-	10,033,195	-	3,735,014	-	13,783,708	6,253,457	7,530,251
<b>Total Revenues</b>	<b>19,710,010</b>	<b>16,615,499</b>	<b>218,518,396</b>	<b>10,483,195</b>	<b>26,669,450</b>	<b>138,340,393</b>	<b>(26,493,100)</b>	<b>403,843,842</b>	<b>11,804,597</b>	<b>392,039,245</b>
<b>Expenditures:</b>										
<u>Administration</u>										
Salaries and Benefits	2,793,819	-	-	-	-	1,433	-	2,795,252	73,003	2,722,250
General Office Expenses	1,824,000	-	1,000	-	-	49,300	(1,000)	1,873,300	(51,500)	1,924,800
Travel Expense	65,000	-	-	-	-	-	-	65,000	-	65,000
Debt Service	-	-	-	-	26,469,450	26,469,450	(26,469,450)	26,469,450	-	26,469,450
Professional Services	3,557,873	-	96,078	-	-	229,490	-	3,883,441	185,378	3,698,063
Commission and Community Support	256,104	-	22,650	-	-	-	(22,650)	256,104	-	256,104
Contingency	200,000	-	-	-	-	-	-	200,000	-	200,000
<u>Freeway Operations</u>										
Salaries and Benefits	-	228,398	-	-	-	-	-	228,398	(111,103)	339,501
Operating Expenditures	-	5,335,000	-	-	-	-	-	5,335,000	(665,000)	6,000,000
Special Project Expenditures	-	425,000	-	-	-	-	-	425,000	-	425,000
<u>Planning</u>										
Salaries and Benefits	1,078,378	-	-	-	-	-	-	1,078,378	185,016	893,362
Transportation Planning/Transportation Expenditure Plan	214,410	-	-	-	-	-	-	214,410	-	214,410
Congestion Management Program	200,000	-	-	-	-	-	-	200,000	-	200,000
Other Planning Projects	-	-	-	-	-	-	-	-	-	-
<u>Programs</u>										
Salaries and Benefits	107,233	-	1,650,448	61,896	-	-	(244,153)	1,575,423	19,605	1,555,818
Programs Management and Support	185,000	-	2,136,346	-	-	-	-	2,321,346	(68,922)	2,390,268
Safe Routes to School Programs	49,652	-	2,975,965	-	-	-	-	3,025,617	49,652	2,975,965
VRF Programming	-	-	13,172,000	-	-	-	-	13,172,000	(451,000)	13,623,000
Measure B/BB Direct Local Distribution	-	-	165,350,706	-	-	-	-	165,350,706	-	165,350,706
Grant Awards	-	-	8,945,639	-	-	-	-	8,945,639	(421,291)	9,366,930
TFCA Programming	-	-	3,061,114	-	-	-	-	3,061,114	(484,294)	3,545,409
Exchange Fund Programming	-	-	-	2,080,174	-	-	-	2,080,174	1,392,977	687,197
<u>Capital Projects</u>										
Salaries and Benefits	-	105,903	-	28,802	-	1,844,243	(272,112)	1,706,836	136,548	1,570,288
Capital Project Expenditures	-	16,204,322	24,932,282	7,862,323	-	309,131,988	-	358,130,915	242,635,523	115,495,391
<u>Indirect Cost Recovery/Allocation</u>										
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(516,265)	-	-	-	-	-	516,265	-	-	-
<b>Total Expenditures</b>	<b>10,015,204</b>	<b>22,298,623</b>	<b>222,344,229</b>	<b>10,033,195</b>	<b>26,469,450</b>	<b>337,725,905</b>	<b>(26,493,100)</b>	<b>602,393,505</b>	<b>242,424,593</b>	<b>359,968,912</b>
<b>Net Change in Fund Balance</b>	<b>9,694,806</b>	<b>(5,683,125)</b>	<b>(3,825,833)</b>	<b>450,000</b>	<b>200,000</b>	<b>(199,385,512)</b>	<b>-</b>	<b>(198,549,663)</b>	<b>(230,619,996)</b>	<b>32,070,333</b>
<b>Projected Ending Fund Balance</b>	<b>81,084,703</b>	<b>28,899,775</b>	<b>134,997,057</b>	<b>6,522,858</b>	<b>9,777,618</b>	<b>128,187,241</b>	<b>-</b>	<b>389,469,253</b>	<b>2,074,788</b>	<b>387,394,465</b>
<b>Freeway Maintenance Contributions</b>	<b>-</b>	<b>5,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000,000</b>	<b>-</b>	<b>5,000,000</b>
<b>Loan Repayment</b>	<b>-</b>	<b>3,899,775</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,899,775</b>	<b>3,899,775</b>	<b>-</b>
<b>Fund Balance/Operational Reserves</b>	<b>53,241,817</b>	<b>20,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>73,241,817</b>	<b>26,646,518</b>	<b>46,595,299</b>
<b>Projected Net Fund Balance</b>	<b>\$ 27,842,886</b>	<b>-</b>	<b>\$ 134,997,057</b>	<b>\$ 6,522,858</b>	<b>\$ 9,777,618</b>	<b>\$ 128,187,241</b>	<b>\$ -</b>	<b>\$ 307,327,660</b>	<b>\$ (28,471,505)</b>	<b>\$ 335,799,165</b>

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Alameda CTC Capital Projects  
FY2019-20 Proposed Mid-Year Budget Update

Capital Programs	(A)	(B)	(A) - (B) =(C)	(D)	(E)	(C) + (D) + (E) = (F)	Funding			
	Adopted FY 2018-19 Capital Budget	Actual FY 2018-19 Expenditures	FY 2018-19 Rollover to FY 2019-20	Adopted FY 2019-20 Original Capital Budget Request	FY 2019-20 Capital Budget Adjustment	FY 2019-20 Capital Budget w/ Actual Rollover	Total Local	Total Regional	Total State	Total Federal
1986 Measure B Capital Program	\$ 4,535,026	\$ (640,911)	\$ 5,175,937	\$ -	\$ -	\$ 5,175,937	\$ 5,175,937	\$ -	\$ -	\$ -
2000 Measure B Capital Program	107,453,798	31,612,360	75,841,438	24,420,564	(3,419,903)	96,842,099	96,842,099	-	-	-
2000 Measure B SRF Discretionary Capital Program	322,598	170,014	152,584	9,411	-	161,995	161,995	-	-	-
2014 Measure BB Capital Program	128,785,417	43,183,214	85,602,203	60,085,532	57,607,024	203,294,759	183,812,645	-	11,957,858	7,524,257
2014 Measure BB SRF Discretionary Capital Program	24,368,000	5,240,296	19,127,704	10,250,000	(5,066,000)	24,311,704	24,311,704	-	-	-
Non-Sales Tax Capital Program	10,133,215	10,960,024	(826,809)	5,619,117	871,128	5,663,436	3,026,575	2,064,820	572,041	-
Non-Sales Tax Exchange Fund Capital Program	7,285,448	(41,961)	7,327,409	357,584	206,132	7,891,125	7,891,125	-	-	-
Non-Sales Tax SRF Capital Program	553,602	-	553,602	143,000	(238,019)	458,583	458,583	-	-	-
Express Lanes Capital Program	-	197,611	(197,611)	16,492,337	-	16,294,726	16,294,726	-	-	-
	<u>\$ 283,437,105</u>	<u>\$ 90,680,648</u>	<u>\$ 192,756,457</u>	<u>\$ 117,377,545</u>	<u>\$ 49,960,362</u>	<u>\$ 360,094,364</u>	<u>\$ 337,975,389</u>	<u>\$ 2,064,820</u>	<u>\$ 12,529,898</u>	<u>\$ 7,524,257</u>

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# Memorandum

6.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

**DATE:** April 16, 2020

**TO:** Alameda County Transportation Commission

**FROM:** Trinity Nguyen, Director of Project Delivery  
Kanda Raj, Project Manager

**SUBJECT:** Award the Global Opportunities at the Port of Oakland (GoPort) Program - Freight Intelligent Transportation System (FITS) Project System Integration and Application Development Contract to Parsons Transportation Group, Inc.

## Recommendation

It is recommended that the Commission authorize the Executive Director to execute Alameda CTC agreement A20-0011 with Parsons Transportation Group, Inc. for a not-to-exceed amount of \$5.425 million to provide System Integration and Application Development services, and related support services for operations of the FITS component of the GoPort program.

## Summary

The Alameda County Transportation Commission (Alameda CTC) is the project sponsor and implementing agency for the FITS Project (Project) in the City of Oakland at the Port of Oakland (Port). The FITS Project consists of the deployment of fifteen (15) advanced and innovative demonstration technologies that seek to improve the efficiency, safety, operations, circulation and reliability of truck and rail access throughout the seaport.

The total estimated Capital Construction cost of the FITS project is \$24.0 million and is wholly funded by State and Federal funds. The Project is being implemented as three contract packages as shown in Table A.

The request for proposals (RFP) for Package No. 3 (System Integration/GoPort Application/Smart Parking System) was advertised in October 2019. The RFP sought professional services for system integration and the development of web applications. Additionally, optional services for integration with the 7<sup>th</sup> Street Grade Separation East (7SGSE) project (a sub-project of the GoPort Program) and services during the operations and maintenance (O&M) phase were also included in the RFP.

RFP R20-0004 was released in October 2019. Proposals were received from two firms. An independent selection panel comprised of representatives from Port and Alameda CTC reviewed the two proposals submitted, conducted interviews and concluded that the Parsons Transportation Group, Inc. team is the most qualified to complete the services detailed in the RFP.

After a thorough review of the submitted cost proposal and comparison to Alameda CTC's independent cost estimate and assumptions, Alameda CTC negotiated the contract with Parsons Transportation Group, Inc. and reached agreement on a not-to-exceed amount of \$5.425 million, inclusive of fees, escalations, and other direct costs, to conduct the work scope. Staff has determined that the negotiated not-to-exceed amount of \$5.425 million is justifiable and reasonable to both the Alameda CTC and Parsons Transportation Group, Inc. This agreement is for a base term of four (4) years with an option to extend for up to three (3) additional years.

Parsons Transportation Group, Inc. is a certified Local Business Enterprise (LBE) and in addition to meeting the federal Disadvantaged Business Enterprise (DBE) contract requirements, Parsons Transportation Group, Inc. is estimated to achieve 60% Local Business Contract Equity (LBCE) participation.

## **Background**

Over the past decade, significant state, local and private-sector investments have been made as part of the redevelopment of the Oakland Army Base at the Port to modernize and expand rail facilities, warehousing, and transloading facilities to support the on-going productivity and efficiency of the Port as one of the top ten busiest container ports in the nation, handling 99 percent of regional containerized goods in Northern California. In addition, the Port of Oakland is a major export port in the United States, supporting a balance of imports and exports.

As a critical global gateway providing access to the Pacific Rim, the Port has significant infrastructure deficiencies that, if not addressed, will limit the economic competitiveness of the Port. The Port's roadway network is greatly strained by arrivals of increasingly large ocean liners. Significant truck traffic congestion and idling lead to shipping delays, increased emissions, and unsafe truck maneuvers. In addition, the Port lacks integrated traffic management capabilities to respond to incidents or implement operational strategies.

Alameda CTC is the project sponsor and implementing agency for the GoPort Program, an approximately \$660 million program which includes three project components: The FITS, 7SGSE, and 7th Street Grade Separation West. This program of major capital projects will substantially improve the safety, efficiency and reliability of truck and rail access to the Port, one of the nation's most vital seaports. The project is expected to reduce shipping costs and improve the competitiveness of the Port while generating benefits that extend beyond the Port area, such as reduced regional congestion and emissions and substantial job creation. It will also provide critical bicycle and pedestrian connectivity to the Bay Trail system. This item focuses exclusively on the FITS Project.

Alameda CTC is the FITS Project sponsor and in cooperation with the Port, is implementing the strategy as shown in Table A to effectively and efficiently deliver the FITS Project in compliance with State and Federal funding requirements.

<b>Table A: FITS Implementation Strategy</b>		
<b>Construction Contract Package</b>	<b>Implementing Agency</b>	<b>Capital Budget (X\$1000)</b>
Package No. 1: Joint Traffic Management Center /Emergency Operation Center (TMC/EOC)	Port of Oakland	\$3,330
Package No. 2: Port of Oakland – Freight Intelligent Transportation System (FITS)	Alameda CTC	\$17,495
Package No. 3: System Integration/GoPort Application/Smart Parking System	Alameda CTC	\$3,175
<b>Total</b>		<b>\$24,000</b>

The cost of the FITS Project is \$34.4 million, with a total estimated Capital Construction Budget of \$24.0 million. The total Capital Construction Budget is the result of Alameda CTC's and Port's successful pursuits of competitive grant opportunities including \$9.7 million in federal funding from the Fiscal Year (FY) 2017 Advanced Transportation and Congestion Management Technologies Deployment Program, \$12.4 million in state funding from the 2018 Trade Corridor Enhancement Program and \$1.8 million in federal funding from the FY 2017 Port Security Grant Program.

The external funds have many requirements for the construction and O&M phases of the Project. Alameda CTC and the Port have executed agreements to ensure compliance with these requirements. The responsibilities for Capital funding and delivery and O&M for the Construction Contract Packages are summarized as follows:

- Port: Implementation of Package No. 1 (\$1.8M Port, \$1.5M Alameda CTC)
- Alameda CTC: Implementation of Packages No. 2 and 3 (\$20.7M Alameda CTC)
- Port: Five (5) year O&M for FITS assets under Packages No. 1-3 (100% Port funding)

The purpose of the FITS Project is aimed at traffic management and operations of arterial roadways in the Port environment and disseminating traveler information and data to users and stakeholders. Benefits include:

- Improves safety, efficiency and reliability of truck and rail access to the Port
- Provides users with access to real-time traveler information
- Improves traffic and incident management within the Port, its terminals and access routes
- Reduces congestion, truck idling and related emissions
- Improves Port competitiveness

## **Project Status**

### **Package No. 1 Joint TMC/EOC**

The existing EOC at the Port will be reconfigured/modified with upgrades to space, communications, and other amenities necessary to efficiently manage traffic and incidents. Work includes interior building demolition, installing conduit, electrical panels, electrical power conductors, electrical transformers, electrical equipment, data cables and communications switches equipment, video wall displays, operator consoles, conferencing tables, video and audio-conferencing systems.

Port awarded the contract in October 2019. The work is 40% complete and is anticipated to be accepted in July 2020.

### **Package No. 2: Port FITS**

Advanced Traffic Management System Platform, Signal Upgrades, Closed Circuit Television, Changeable Message Signs, Queue Detection, Communication Improvements, Center-to-center Communication, Supplemental Vehicle Detection, Train Detection Equipment, and Weigh-in-Motion will be installed along West Grand Avenue, Maritime Street, 7th Street, Middle Harbor Road, Adeline Street, and Embarcadero West. These improvements are intended to improve truck traffic flows, increase the efficiency of goods movement operations, and enhance the safety and incident response capabilities throughout the seaport.

Alameda CTC awarded the contract in October 2019 and work commenced in January 2020. The work is 5% complete and is anticipated to be completed in early 2021.

### **Package No. 3: System Integration/GoPort Application/Smart Parking System**

Base work includes integration of field data gathered from the field device network installed by Package No. 2 and developing a software platform for the emergency and traffic operations of the Port arterial roadway network to be managed from the TMC/EOC and the development of web applications that will provide users with real-time operation and traffic information at the Port complex to make informed decisions. Optional services include two primary components: (1) integration of the elements to be constructed under the 7SGSE project into the base software platform and (2) routine maintenance and on-call emergency repair during the O&M phase.

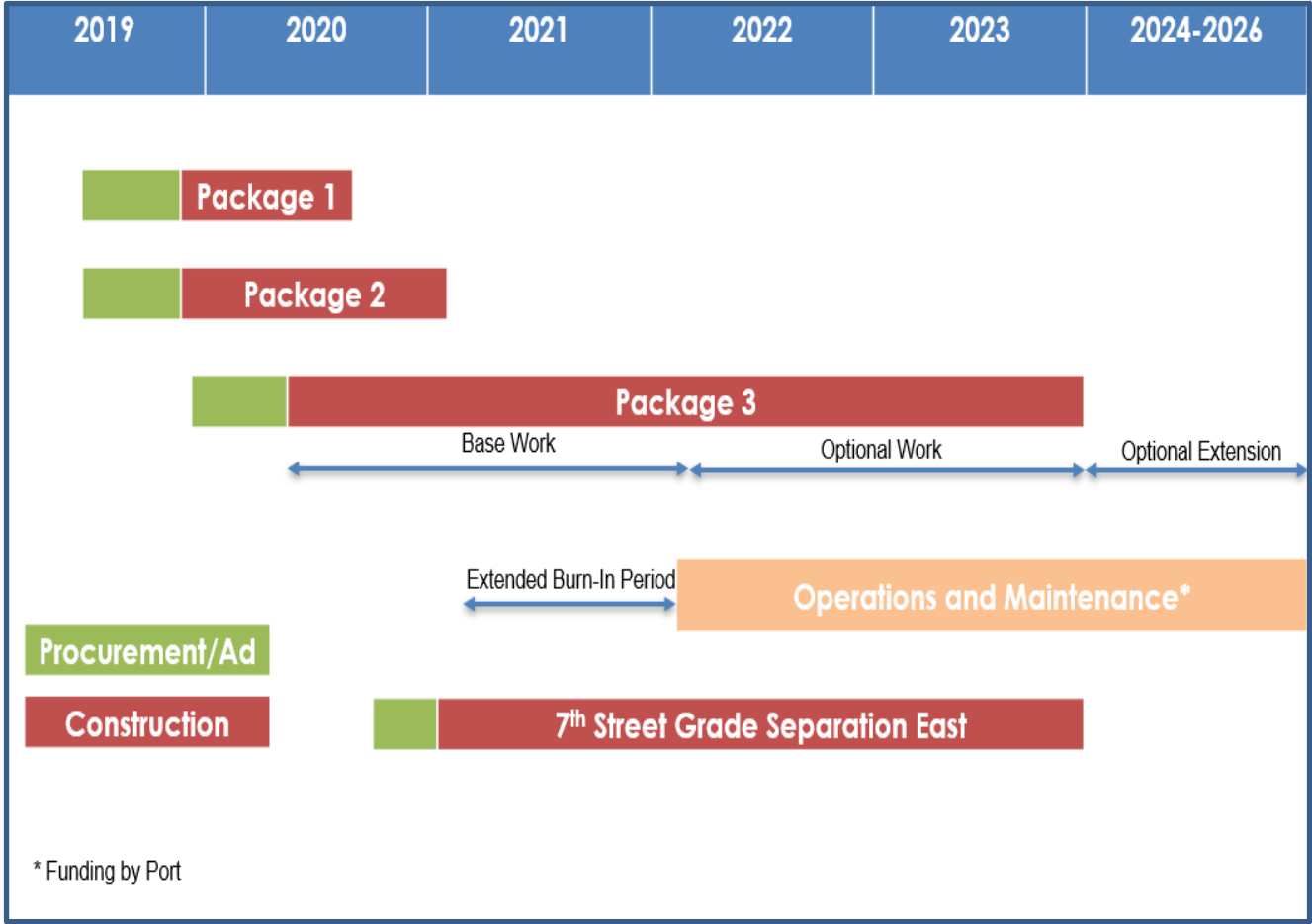
Alameda CTC initiated the selection process to procure a contract for Package No. 3 in October 2019. A pre-proposal meeting was held on October 21, 2019 and was attended by 16 firms. Alameda CTC received two (2) proposals on November 22, 2019 from Parsons Transportation Group, Inc. and Zdevco.

An independent selection panel composed of representatives from Port and Alameda CTC, reviewed the submitted proposals and conducted interviews. The panel unanimously concluded that the Parsons Transportation Group, Inc. team is the most qualified to perform the required services.

After a thorough review of the submitted cost proposal and comparison to Alameda CTC's independent cost estimate and assumptions, Alameda CTC negotiated the contract with Parsons Transportation Group, Inc. and reached agreement on a not-to-exceed amount of \$5.425 million that includes the services and level of resources necessary to successfully complete the Project. This amount includes a base work scope of \$3.175 million for system integration and application development and \$2.25 million in optional services. The optional services include work necessary to integrate technology elements installed as part of the 7SGSE project into the FITS software platform, two-year estimated budget for routine maintenance and emergency on-call services of the FITS system and on-call capacity for unforeseen conditions that may be encountered during construction. The agreement is structured as task order based. This approach will allow for better control over task deliverables and provides flexibility to adjust to schedule variances and conflicts that may arise between the construction contracts (see Figure 1).

The estimated duration of the work under Alameda CTC's responsibility is four (4) years beginning in 2020 while the estimated duration of the work under Port's responsibility is five (5) years beginning in 2022. This agreement is structured for a base term of four (4) years with an option to extend for up to three (3) additional years. The current intent is for the O&M tasks under the Parsons Transportation Group, Inc. contract to be assigned to the Port after the completion of a 1-year evaluation period (burn-in period).

**Figure 1: FITS Project Coordinated Schedule**



Parsons Transportation Group, Inc. is a certified LBE and in addition to meeting the DBE requirements for federal procurements, Parsons Transportation Group, Inc. is estimated to achieve 60% LBCE participation.

The proposed agreement with Parsons Transportation Group, Inc. is required to undergo a Caltrans pre-award audit to ensure that proposed labor and direct costs are supportable. It is anticipated that Caltrans approval will be granted by early May 2020. Commission approval will allow for the agreement to be duly executed upon Caltrans verification and approval of financial compliance.

**Levine Act Statement:** The Parsons Transportation Group, Inc. team did not report a conflict in accordance with the Levine Act.

**Fiscal Impact:** The fiscal impact for approving this item is \$3.175 million in state and federal funds, which was included in the budget adopted for FY2019-20 Capital Program Budget. The optional tasks for \$2.25 million would bring the total contract not-to-exceed amount to \$5.425 million, with additional funding to be included in subsequent Alameda CTC fiscal year budgets as needed.

**Attachment:**

- A. Freight Intelligent Transportation Project Fact Sheet

## PROJECT OVERVIEW

The Alameda County Transportation Commission (Alameda CTC), in partnership with the City of Oakland and the Port of Oakland (Port), proposes to implement the Global Opportunities at the Port of Oakland (GoPort) Program, a package of landside transportation improvements within and near the Port. The Freight Intelligent Transportation System (FITS) project is a suite of demonstration information technology projects along West Grand Avenue, Maritime Street, 7th Street, Middle Harbor Road, Adeline Street, and Embarcadero West, that are intended to improve truck traffic flows, increase the efficiency of goods movement operations, and enhance the safety and incident response capabilities throughout the seaport.

The purpose of this project is aimed at traffic management and operations of arterial roadways in the Port environment and disseminating traveler information and data to users and stakeholders.

## PROJECT NEED

- Support regional economic development and Port growth potential.
- Provide common platform to receive critical information on Port conditions, queue lengths, and incident alerts.
- Develop an ITS communication network that serves future needs
- Reduce truck idling that causes negative impacts to neighboring communities

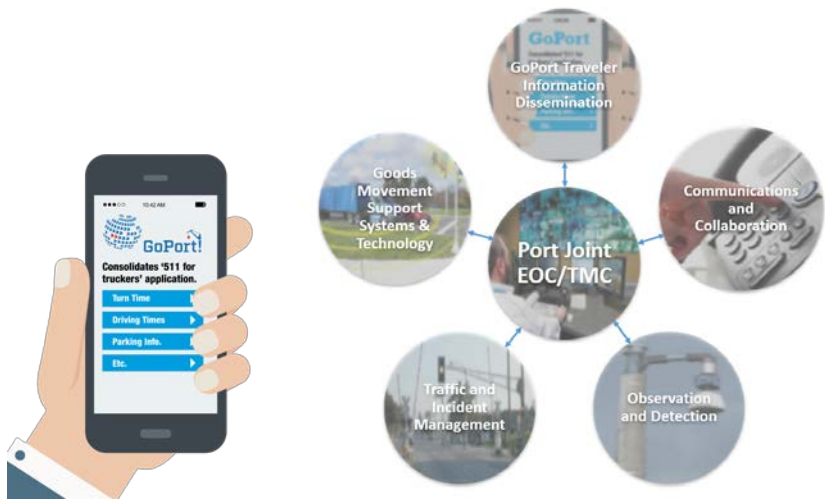


## PROJECT BENEFITS

- Improves safety, efficiency and reliability of truck and rail access to the Oakland Port Complex
- Provides real-time traveler information to users
- Improves traffic and incident management within the Port, its terminals and access routes
- Reduces congestion, truck idling and related emissions
- Improves Port competitiveness



Congestion, bottlenecks, and trucks queuing at the Port of Oakland.



GoPort mobile application.

Freight ITS operations overview.

STATUS

Implementing Agency: Alameda CTC

Current Phase: Construction

- California Environmental Quality Act (CEQA) clearance through the 2002 Oakland Army Base Environmental Impact Report (EIR) and the 2012 addendum.
- National Environmental Policy Act (NEPA) clearance through a Categorical Exclusion (CE) was completed on August 31, 2018.
- State and federal construction funds fully authorized in June 2019.

PARTNERS AND STAKEHOLDERS

City of Oakland, Port of Oakland, Federal Highway Administration, California Transportation Commission, California Department of Transportation, U.S. Department of Homeland Security and the Metropolitan Transportation Commission

COST ESTIMATE BY PHASE (\$ X 1,000)

PE/Environmental	\$2,500
Final Design (PS&E)	\$4,100
Construction	\$27,800
Total Expenditures	\$34,400

FUNDING SOURCES (\$ X 1,000)

Measure BB	\$10,400
Federal (ATCMTD) <sup>1</sup>	\$9,720
Federal (PSGP) <sup>2</sup>	\$1,824
State (SB 1 TCEP) <sup>3</sup>	\$12,456
Total Revenues	\$34,400

<sup>1</sup> Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD).

<sup>2</sup> Port Security Grant Program (PSGP).

<sup>3</sup> Senate Bill 1 Trade Corridor Enhancement Program (TCEP).

SCHEDULE BY PHASE

	Begin	End
PE/Environmental	Fall 2016	Summer 2018
Final Design	Fall 2018	Early 2019
Right-of-Way	Fall 2018	Early 2019
Construction	Fall 2019	Late 2021

Note: Information on this fact sheet is subject to periodic updates.





# Memorandum

6.4

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

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

**DATE:** April 16, 2020

**TO:** Alameda County Transportation Commission

**FROM:** Saravana Suthanthira, Principal Transportation Planner  
Chris G. Marks, Associate Transportation Planner

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

## Recommendation

This item updates the Commission with a summary of Alameda CTC's review and comments on Environmental Documents and General Plan Amendments. This item is for information only.

## Summary

This item fulfills one of the requirements under the Land Use Analysis Program (LUAP) element of the Congestion Management Program. 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 the potential impact of proposed land development on the regional transportation system.

Since the last update on March 9, 2020, Alameda CTC has not reviewed any environmental documents.

**Fiscal Impact:** There is no fiscal impact. This is an information item only.

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# Memorandum

7.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

**DATE:** April 16, 2020

**TO:** Alameda County Transportation Commission

**FROM:** Tess Lengyel, Executive Director  
Patricia Reavey, Deputy Executive Director of Finance  
and Administration

**SUBJECT:** Approve the Revised Alameda CTC Organizational Structure and  
procurement of a human resources consultant to support  
implementation of organizational changes

## Recommendation

It is recommended that the Commission approve the revised Alameda CTC organizational structure intended to provide staffing resources required for the delivery of critical and complex projects and programs. The revised structure will provide staff resources needed to address the complex and significant workload at Alameda CTC. The modified organization structure will also allow for the optimization of productivity between staff and consultant resources and will help the agency develop and retain existing in-house institutional knowledge and professional expertise in core functions.

In addition, in order to implement organizational changes, it is recommended that the Executive Director issue a Request for Qualification (RFQ) and/or Request for Proposals (RFP), enter into negotiations, and execute a professional services contract with the top-ranked firm for human resource services.

## Summary

Per the agency's Administrative Code, it is the responsibility of the Executive Director of Alameda CTC to administer the agency's personnel system which includes the determination of a staffing plan that will support effective implementation of the agency's workplan. Since the passage of Measure BB in 2014 which funds the 2014 Transportation Expenditure Plan (2014 TEP), the workload at the agency has increased. In an effort to ensure that the agency can fulfill the delivery requirements of the 2014 TEP, as well as all of the legislatively mandated Congestion Management Agency responsibilities of the organization, an organizational assessment was performed to review Alameda CTC's organizational structure and work program, and evaluate and align core responsibilities with available resources in each functional department to prepare the agency to meet

the many challenges and expanded responsibilities of a growing workplan. This growing workplan includes: major capital projects moving into construction; an increasing number of projects under development such as rail safety initiatives, major trail and active transportation projects, multi-modal arterial projects that link transportation, housing and jobs within Priority Development Areas; expanded express lanes projects that are coupled with new express bus services, park and ride lots and last mile solutions; Design Alternatives Assessments such as for 580 and the Bay Bridge approaches; and the growing number of programs Alameda CTC is administering throughout the county (Affordable Student Transit Pass Program, Safe Routes to School, Travel Demand Management, and Paratransit programs); as well as expanded partnership work for projects, programming and funding, including partnerships with local jurisdictions to ensure timely flow of funds to local partners and to support delivery of local projects and programs. In addition, Alameda CTC is leveraging significant external funding to deliver the agency's workplan. External funding often includes complex grant requirements related to contracting and reporting that must be effectively managed for the agency to remain in compliance.

An updated organizational structure is needed to meet this demand to effectively deliver transportation improvements throughout Alameda County. The additional staff positions that are needed to deliver the agency's workplan include positions for capital projects, programs implementation, contracting, finance and administration. Some historically contracted out work did not support or fulfill the ability of the agency to effectively administer and deliver transportation projects and programs. To address this, some consultant work will be transitioned to in-house staff work. The plan also includes working with a human resource firm to ensure that the agency has universal alignment of classifications across all departments and clearly defined expectations and responsibilities for each level. Internal alignment is expected to assist in the agency's efforts to ensure the retention of talent and key employees and provide for succession planning in the various core functional areas of expertise in the agency.

Based on the results of the organizational assessment and to meet the demands of the agency's workplan, staff is proposing revisions to the currently approved organizational structure which was originally approved in May 2016 including:

- An increase in staff positions from the currently approved level of 37 full-time equivalent (FTE) positions to a new total of 45 FTE positions, as shown in Attachment A, and
- Renaming job classifications to be more in line with the structure of the rest of the agency's departments, elimination of 1 job classification, and the addition of 1 job classification for a net zero change in the number of approved job classifications as shown in Attachment B.

This proposed organizational structure will put the agency on par with the structure of other similar organizations in the state of California. An analysis of peer agencies was conducted as part of the organizational assessment. Alameda CTC is the second largest sales tax delivery agency in the Bay Area compared to other similar agencies (e.g. Santa Clara Valley Transportation Authority, San Francisco County Transportation Authority, etc.) as well as other similar self-help counties in the state (such as the Riverside County

Transportation Commission [RCTC] and the Orange County Transportation Authority [OCTA]). While Alameda CTC's overall work program is comparable, and in many cases much larger than peer agencies, Alameda CTC's current organizational structure and staffing levels do not compare nor adequately support the agency's current workplan or the workplan into the future. The proposed revised structure is more equivalent to these other similar agencies in California and will better align Alameda CTC's staffing structure with the workplan in order to successfully deliver the workplan.

## **Background**

Since passage of the 2014 Transportation Expenditure Plan under Measure BB, projects and programs have moved from the simpler scoping phase into the more complex design, construction and implementation phases. Currently there are 22 capital projects underway that are being implemented directly by Alameda CTC, 18 of which are very large capital projects with an estimated cost of \$3.8 billion. Additionally, other sponsors are implementing projects totally \$2.9 billion for which Alameda CTC staff has the responsibility to provide project oversight and monitoring. This equates to a total Capital Project Program of \$6.7 billion. Agency staff is currently delivering and overseeing a total of 104 capital projects (sponsor agency projects by county, cities, AC Transit and BART), and administering several significant programs that are growing in scale throughout the county, including the Safe Routes to School and the Affordable Student Transit Pass Programs, the Senior and Disabled Transportation Program and the Transportation Demand Management Program.

While the recently completed organizational assessment recommended more FTE positions than requested, staff is recommending that the number of FTE positions be limited to 45 at this time in order to continue the agency's goal of remaining lean and to maintain compliance with transportation expenditure plan requirements. The proposed increase in staff positions from the currently approved 37 FTE positions to 45 FTE positions will provide Alameda CTC with the ability to successfully meet the demands of the increased responsibilities related to the implementation and oversight of currently active capital projects, oversight of 104 sponsor agency projects, the many important programs administered by Alameda CTC, and managing the operations and maintenance of the express lanes. In addition, it will increase productivity throughout the agency and help to attract and retain qualified staff with the experience, skills, and knowledge best aligned with the performance needed to deliver Alameda CTC's many projects and programs. The revised structure will enable Alameda CTC to proactively address recruiting, retention and succession planning and offer an effective work program for the Commission.

The proposed adjustment includes the addition of the staff positions detailed below.

- 2 positions in the Projects and Programming department for project management and construction management oversight;
- 1 position in the Planning and Policy department to oversee program implementation of programs such as the Safe Routes to Schools, Transit Demand Management, Affordable Student Transit Pass Program and Paratransit Programs, government affairs, and agency communications;

- 1 position in within the Finance and Administration department to support the increased workload for administering grant reimbursements, upcoming financing needs of the agency, expanded invoicing and internal controls, and increased auditing requirements;
- 2 positions to support agency contracting and procurement needs to help with contract development and management; and
- 2 administrative staff positions to provide the receptionist/front office staff functions and provide administrative support to agency departments.

Approval of this item increases the staff structure to 45 positions, allowing Alameda CTC to hire full-time staff members into approved job classifications. The variety of job classifications, will allow the Executive Director to assess needs and fill positions within the approved job classification that best suit the needs of the agency.

The plan for the proposed revised organizational structure is to ramp up to the full 45 FTE positions within the coming year. In FY2019-20, the plan is to begin the process of filling these new positions which will have a minimal effect on the budget for FY2019-20 since we are approaching year-end and the process to fill the positions can take some time.

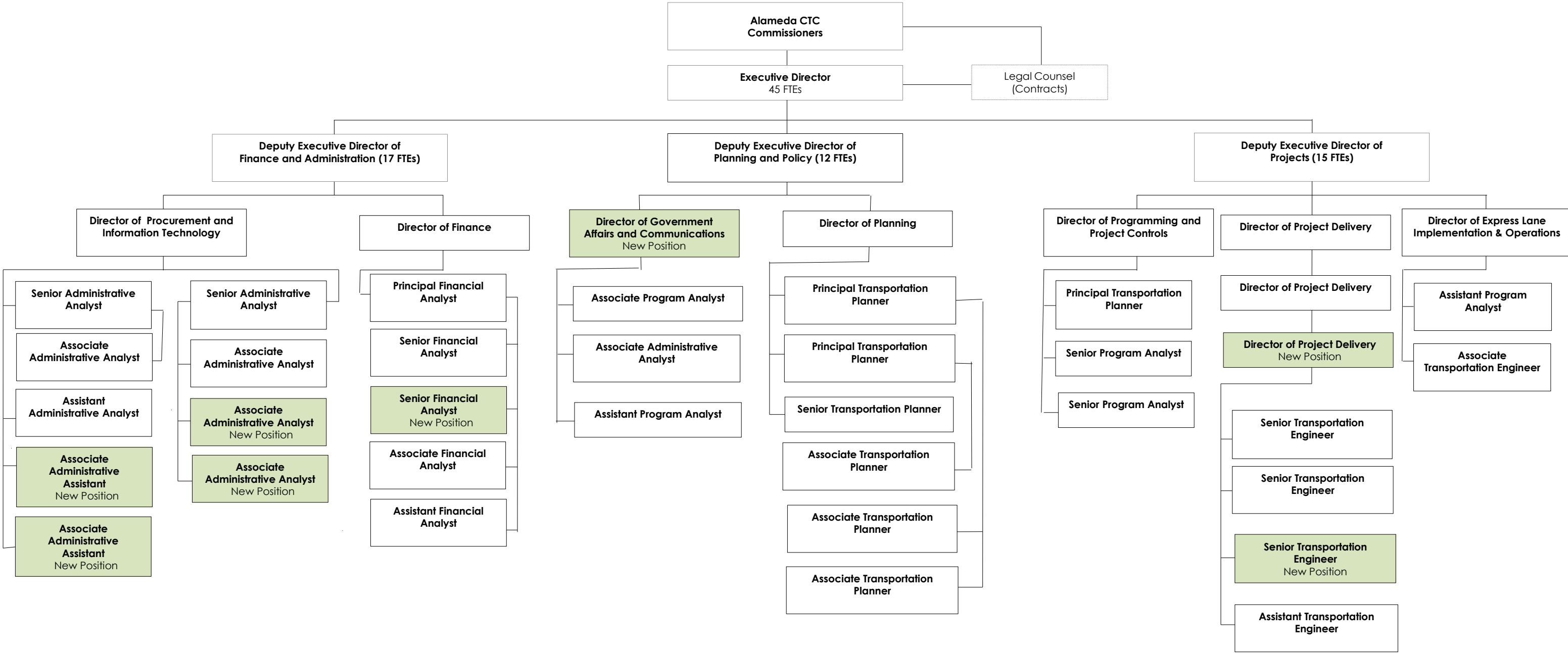
The Executive Director will monitor and report annually on the organizational structure as compared to the workplan and will make any necessary recommendations to the Commission to ensure alignment of resources to fulfill the delivery mandates of the organization.

**Fiscal Impact:** The net annual fiscal impact will be approximately \$437,000.

**Attachments:**

- A. Alameda CTC Revised Staffing Organizational Chart
- B. Alameda CTC Job Classifications Effective May 1, 2020

Alameda County Transportation Commission  
Staffing Organizational Chart



Legend

New Positions

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**Alameda County Transportation Commission  
Job Classifications  
Effective May 1, 2020**

7.3B

**Supersedes Classifications Approved December 2019 Effective July 1, 2020**

<b>Job Classification</b>	<b>FLSA<sup>1</sup></b>	<b>Range<sup>2</sup></b>
Executive Director	E	72
<b><u>Programming and Projects Team</u></b>		
Deputy Executive Director of Projects	E	63
<u>Projects Section</u>		
Director of Project Delivery	E	55
Principal Transportation Engineer	E	49
Senior Transportation Engineer	E	43
Associate Transportation Engineer	E	37
Assistant Transportation Engineer	N	33
<u>Programming Section</u>		
Director of Programming and Project Controls	E	51
Principal Transportation Planner	E	40
Senior Program Analyst	E	32
Associate Program Analyst	E	26
Assistant Program Analyst	N	22
<u>Express Lane Operations Section</u>		
Director of Express Lane Operations	E	54
Principal Transportation Engineer	E	49
Senior Transportation Engineer	E	43
Associate Transportation Engineer	E	37
Assistant Transportation Engineer	N	33
<b><u>Planning and Policy Team</u></b>		
Deputy Executive Director of Planning and Policy	E	63
Director of Planning	E	51
<u>Planning Section</u>		
Principal Transportation Planner	E	40
Senior Transportation Planner	E	34
Associate Transportation Planner	E	28
Assistant Transportation Planner	N	24
Director of Government Affairs and Communications	E	48
<u>Programs Section</u>		
Senior Program Analyst	E	32
Associate Program Analyst	E	26
Assistant Program Analyst	N	22
<u>Policy Section</u>		
Senior Administrative Analyst	E	32
Associate Administrative Analyst	E	26
Assistant Administrative Analyst	N	22
<b><u>Finance and Administration Team</u></b>		
Deputy Executive Director of Finance and Administration	E	63
<u>Finance Section</u>		
Director of Finance	E	48
Principal Financial Analyst	E	40
Senior Financial Analyst	E	28
Associate Financial Analyst	N	22
Assistant Financial Analyst	N	15
Director of Procurement and Information Technology	E	48
<u>Contracting and Budgets Section</u>		
Senior Administrative Analyst	E	32
Associate Administrative Analyst	E	26
Assistant Administrative Analyst	N	22
<u>Administration Section</u>		
Senior Administrative Analyst	E	32
Associate Administrative Analyst	E	26
Assistant Administrative Analyst	N	22
Senior Administrative Assistant	N	20
Associate Administrative Assistant	N	16
Administrative Assistant	N	12

<sup>1</sup> Fair Labor Standards Act (E-Exempt; N-Non-exempt)

<sup>2</sup> No changes are proposed to the FY2019-20 salary range tables approved in December 2019

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# Memorandum

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• www.AlamedaCTC.org

**DATE:** April 16, 2020

**TO:** Alameda County Transportation Commission

**FROM:** Tess Lengyel, Executive Director  
Carolyn Clevenger, Deputy Executive Director of Planning and Policy

**SUBJECT:** Federal, state, regional, and local legislative activities update

## Recommendation

This item is to provide the Commission with an update on federal, state, regional, and local legislative activities.

## Summary

The April 2020 legislative update provides information on federal and state legislative activities. Given the dynamic nature of the state and federal government's responses to the COVI-19 pandemic, additional updates will be provided verbally at the Commission meeting.

## Background

The Commission approved the 2020 Legislative Program in January 2020. The purpose of the legislative program is to establish funding, regulatory, and administrative principles to guide Alameda CTC's legislative advocacy.

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 and policy updates. Attachment A is an update on federal items. Attachment B is the Alameda CTC adopted legislative platform.

## State Update

February 21, 2020, marked the deadline for introduction of bills in this legislative year. Over 1,000 bills have been introduced thus far. Many of the bills are considered "spot bills" which means they do not contain substantive changes to current law. It is anticipated that next month there will be a significant amount of new language introduced as the bills are amended to address a specific intent.

Regarding transportation, staff is evaluating bills and will bring recommendations on bills as the session proceeds.

In response to the COVID-19 crisis, the Legislature recessed until at least May 4<sup>th</sup>. Currently, the "desk" is open which allows for amendments to bills can be processed. However, other than Senate and Assembly Caucus meetings via conference calls most operations have ceased. There is a growing consensus to hold all legislation that is not related to addressing the COVID-19 crisis. At this point members are being asked to narrow and prioritize which bills they want to move forward. However, leadership for now is leaving it to the committee chairs the decision to hear non-COVID-19 legislation.

Assemblymember Bonta notified staff that AB 2824, which focused on transit priority improvements for the Bay Bridge corridor, will not move forward this legislative cycle. Alameda CTC is continuing to actively work with the Metropolitan Transportation Commission, AC Transit, and other partner agencies to advance the program of projects and planning initiatives to improve transit in the corridor that was presented to the Commission in March. In addition, a proposed funding approach to advance near-term projects will be brought to the Commission in May.

**FASTER Bay Area:** The FASTER Bay Area coalition, led by the Bay Area Council, Silicon Valley Leadership Group, and SPUR, announced in late March that they were no longer advancing a proposal for transportation funding in November. Given the COVID-19 crisis, it is uncertain what Senator Beall will do with SB 278. Staff will continue to monitor SB 278 once the legislature is back in session.

### **Federal Update**

The federal government has thus far passed three stimulus bills in response to the COVID-19 pandemic. The Coronavirus Aid, Relief, and Economic Security (CARES) Act totals close to \$2 trillion, making it the largest spending package in American history. Specifically related to transportation, the CARES Act includes \$25 billion for Transit Infrastructure Grants. Funds provided in the bill should start to flow quickly, but there will be some variability in results in the weeks to come.

The House and Senate are in recess until April 20, but discussions of a fourth stimulus package have already begun. Speaker Pelosi has noted that a fourth bill should focus on long-term economic recovery, including job creation and possibly infrastructure. Senate Appropriations Chairman Richard Shelby has also voiced support for an infrastructure package, signaling the possibility for a bipartisan deal. While Congress is in recess, federal agencies and departments will continue issuing guidance on the funding and provisions passed in the first three stimulus packages.

**Fiscal Impact:** There is no fiscal impact. This is an information item only.

### **Attachments:**

- A. Federal Update
- B. Alameda CTC 2020 Legislative Program

**MEMORANDUM**

**TO:** Tess Lengyel, Executive Director  
Alameda County Transportation Commission

**FROM:** CJ Lake, LLC

**RE:** Federal Legislative Update – March 2020

**DATE:** April 3, 2020

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**Overview**

Congress and the Administration spent much of March responding to the novel coronavirus (COVID-19) outbreak, passing three huge stimulus bills totaling about \$2.112 trillion. President Trump declared a national emergency on March 13, and states and local governments across the nation have instituted orders and policies to mandate or encourage people to stay at home in an attempt to slow the spread of COVID-19. The remainder of this report will provide a summary of the steps Congress and the Administration have taken to respond to the effects of the COVID-19 outbreak.

**First Stimulus Package**

President Trump signed an emergency supplemental bill on March 6 to fund the response to the Coronavirus today. [The Coronavirus Preparedness and Response Supplemental Appropriations Act](#) provides a total of \$8.3 billion for vaccine development, support for state and local governments and assistance for affected small businesses. The bill provides for \$7.8 billion in discretionary funds, including \$950 million for states and local governments to support their response efforts, and \$490 million in mandatory spending.

**National Emergency**

On March 13, President Trump declared a National Emergency over the outbreak. This declaration has allowed for billions to be unlocked for state and local governments from FEMA's disaster relief fund. President Trump also announced several initiatives including waiving student-loan interest, purchasing large quantities of oil, setting up drive-through testing, and authorizing the Health and Human Services Department to waive certain hospital regulations, including requirements of the Medicare, Medicaid, and State Children's Health Insurance programs and of the Health Insurance Portability and Accountability Act Privacy Rule. The declaration also provided hospitals with more authority to hire additional physicians and more flexibility in using telehealth services.

### **Second Stimulus Package**

President Trump signed the second stimulus bill, the [Families First Coronavirus Response Act](#), on March 18. The approximately \$104 billion package provides free testing for COVID-19; \$1 billion in nutrition aid; expands the Emergency Family and Medical Leave Act and paid sick leave; and expands unemployment insurance.

### **Third Stimulus Package**

President Trump signed the third stimulus package, the Coronavirus Aid, Relief, and Economic Security (CARES) Act, on March 27. The [CARES Act](#), which combines authorizing provisions with direct appropriations, totals close to \$2 trillion, making it the largest spending package in American history. This package creates a fund for \$117 billion in direct aid to hospitals and veterans' health care; \$45 billion for the FEMA Disaster Relief Fund; \$25 billion for Transit Infrastructure Grants; \$11 billion for vaccines, therapeutics, diagnostics, and other medical needs; \$150 billion for state and local government coronavirus expenditures; \$377 billion for a small business rescue plan; and direct payments to Americans.

### **Looking Ahead**

Congress will reconvene on April 20 to begin working on a fourth stimulus package, which will be focused on long-term economic recovery, and could possibly include an infrastructure package. House Democrats have said their priorities for the next bill will include more aid for states, free treatment for COVID-19 patients and more protective equipment for health care workers. Over the next few weeks, federal departments and agencies will issue guidance on the funding and provisions passed in the first three stimulus packages. In addition, several agencies have been issuing temporary rules in response to the emergency. FTA has extended all open NOFO grant deadlines for four weeks. President Trump has announced that the emergency declaration will extend at least through April 30.

### **Administrative Action**

USDA announced a [Notice of Proposed Rulemaking](#) on March 17 to apply additional requirements to how state agencies run the employment and training part of SNAP. The rule would require states to consult with their workforce development boards to design their SNAP employment and training (E&T) programs, among other changes. Comments on the proposed rule are due May 18, 2020.

NHTSA issued a [Notice of Proposed Rulemaking](#) on March 30 to provide a unified set of proposed regulatory text for crashworthiness standards applicable to vehicles and without Automated Driving Systems (ADS) functionality. The proposed rule is meant to clarify ambiguities in applying current crashworthiness standards to automated vehicles without manual controls, while maintaining those standards for automated vehicles that are also equipped with traditional manual controls. This NPRM is one of a series of regulatory actions that NHTSA is

considering to address the challenges of federal motor vehicle safety standards for automated vehicles.

NHTSA released the [final SAFE Vehicles rule](#) on March 31. This final rule will set new corporate average fuel economy (CAFE) and CO2 emissions standards for model years 2021-2026 passenger cars and light trucks, increasing stringency of standards by 1.5% each year through model year 2026 (as compared with the standards issued in 2012, which would have required about 5% annual increases).

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## 2020 Alameda County Transportation Commission Legislative Program

The legislative program herein supports Alameda CTC's transportation vision below adopted for the 2020 Countywide Transportation Plan:

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"Alameda County residents, businesses and visitors 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 measurable performance indicators. Our transportation system will be:

- **Accessible, Affordable and Equitable** – Improve and expand connected multimodal choices that are available for people of all abilities, affordable to all income levels and equitable.
- **Safe, Healthy and Sustainable** – Create safe facilities to walk, bike and access public transportation to promote healthy outcomes and support strategies that reduce adverse impacts of pollutants and greenhouse gas emissions by reducing reliance on single-occupant vehicles.
- **High Quality and Modern Infrastructure** – Upgrade infrastructure such that the system is of a high quality, is well-maintained, resilient and maximizes the benefits of new technologies for the public.
- **Economic Vitality** – Support the growth of Alameda County's economy and vibrancy of local communities through an integrated, reliable, efficient, cost-effective and high-capacity transportation system."

Issue	Priority	Strategy Concepts
Transportation Funding	Increase transportation funding	<ul style="list-style-type: none"><li>• Oppose efforts to repeal transportation revenues streams enacted through SB1.</li><li>• Support efforts that protect against transportation funding diversions.</li><li>• Support efforts to lower the two-thirds voter threshold for voter-approved transportation measures.</li><li>• Support the implementation of more stable and equitable long-term funding sources for transportation.</li><li>• Ensure fair share of sales tax allocations from new laws and regulations</li><li>• Seek, acquire, accept and implement grants to advance project and program delivery.</li></ul>
	Protect and enhance voter-approved funding	<ul style="list-style-type: none"><li>• 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.</li><li>• Support increases in federal, state, and regional funding to expedite delivery of Alameda CTC projects and programs, including funding to expand the Affordable Student Transit Pass program.</li><li>• Support efforts that give priority funding to voter-approved measures and oppose those that negatively affect the ability to implement voter-approved measures.</li><li>• Support efforts that streamline financing and delivery of transportation projects and programs.</li><li>• Support rewarding Self-Help Counties and states that provide significant transportation funding into transportation systems.</li><li>• Support statewide principles for federal surface transportation reauthorization and/or infrastructure bills that expand funding and delivery opportunities for Alameda County.</li></ul>
Project Delivery and Operations	Advance innovative project delivery	<ul style="list-style-type: none"><li>• Support environmental streamlining and expedited project delivery, including contracting flexibility and innovative project delivery methods.</li></ul>
	Ensure cost-effective project delivery	<ul style="list-style-type: none"><li>• Support efforts that reduce project and program implementation costs.</li><li>• Support funding and policies to implement transportation projects that create jobs and economic growth, including for apprenticeships and workforce training programs.</li></ul>
	Protect the efficiency of managed lanes	<ul style="list-style-type: none"><li>• Support HOV/managed lane policies that protect toll operators' management of lane operations and performance, toll rate setting and toll revenue reinvestments, deployment of new technologies and improved enforcement.</li><li>• Support high-occupancy vehicle (HOV)/express lane expansion in Alameda County and the Bay Area, and efforts that promote effective and efficient lane implementation and operations.</li><li>• Oppose legislation that degrades HOV lanes that could lead to congestion and decreased efficiency.</li></ul>
	Reduce barriers to the implementation of transportation and land use investments	<ul style="list-style-type: none"><li>• Support legislation that increases flexibility and reduces barriers for infrastructure improvements that support the linkage between transportation, housing and jobs.</li></ul>

Issue	Priority	Strategy Concepts
<b>Multimodal Transportation, Land Use and Safety</b>		<ul style="list-style-type: none"> <li>Support local flexibility and decision-making regarding land-uses for transit oriented development (TOD) and priority development areas (PDAs).</li> <li>Support funding opportunities for TOD and PDA implementation, including transportation corridor investments that link PDAs.</li> </ul>
	Expand multimodal systems, shared mobility and safety	<ul style="list-style-type: none"> <li>Support policies that provide increased flexibility for transportation service delivery through programs that address the needs of commuters, youth, seniors, people with disabilities and low-incomes, and do not create unfunded mandates.</li> <li>Support policies that enable shared mobility innovations while protecting the public interest, including allowing shared and detailed data (such as data from transportation network companies and app based carpooling companies) that could be used for transportation and land use planning and operational purposes.</li> <li>Support investments in active transportation, including for improved safety and Vision Zero strategies.</li> <li>Support investments in transportation for transit-dependent communities that provide enhanced access to goods, services, jobs and education; and address parking placard abuse.</li> <li>Support parity in pre-tax fringe benefits for public transit, carpooling, and vanpooling and other modes with parking.</li> <li>Support legislation to modernize the Congestion Management Program, supporting the linkage between transportation, housing, and multi-modal performance monitoring.</li> <li>Support efforts to increase transit priority throughout the transportation system, such as on freeway corridors and bridges serving the county.</li> </ul>
<b>Climate Change and Technology</b>	Support climate change legislation and technologies to reduce greenhouse gas (GHG) emissions	<ul style="list-style-type: none"> <li>Support funding for infrastructure, operations, and programs to relieve congestion, improve air quality, reduce emissions, expand resiliency and support economic development, including transitioning to zero emissions transit fleets and trucks.</li> <li>Support rewarding Self-Help Counties with cap-and-trade funds for projects and programs that are partially locally funded and reduce GHG emissions.</li> <li>Support emerging technologies such as alternative fuels and fueling technology to reduce GHG emissions.</li> <li>Support legislation and policies to facilitate deployment of connected and autonomous vehicles in Alameda County, including data sharing that will enable long-term planning.</li> <li>Support the expansion of zero emissions vehicle charging stations.</li> <li>Support efforts that ensure Alameda County jurisdictions are eligible for state funding related to the definition of disadvantaged communities used in state screening tools.</li> </ul>
<b>Rail Improvements</b>	Expand goods movement and passenger rail funding and policy development	<ul style="list-style-type: none"> <li>Support a multimodal goods movement system and passenger rail services that enhance the economy, local communities, and the environment.</li> <li>Support policies that enhance Bay Area goods movement and passenger rail planning, funding, delivery and advocacy.</li> <li>Support legislation and efforts that improve the efficiency and connectivity of the goods movement system, including passenger rail connectivity.</li> <li>Ensure that Alameda County goods movement needs and passenger rail needs are included in and prioritized in regional, state and federal goods movement planning and funding processes.</li> <li>Support rewarding Self-Help Counties that directly fund goods movement and passenger rail infrastructure and programs.</li> <li>Leverage local funds to the maximum extent possible to implement goods movement and passenger rail investments in Alameda County through grants and partnerships with regional, state and federal agencies.</li> </ul>
<b>Partnerships</b>	Expand partnerships at the local, regional, state and federal levels	<ul style="list-style-type: none"> <li>Support efforts that encourage regional and mega-regional cooperation and coordination to develop, promote, and fund solutions to regional and interregional transportation problems and support governmental efficiencies and cost savings.</li> <li>Partner to increase transportation funding for Alameda CTC's multiple projects and programs and to support local jobs.</li> </ul>

Issue	Priority	Strategy Concepts
		<ul style="list-style-type: none"><li>• Support efforts to maintain and expand local-, women-, minority- and small-business participation in competing for contracts.</li></ul>

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