



# Memorandum

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**DATE:** July 6, 2020

**TO:** Projects and Programs Committee

**FROM:** Vivek Bhat, Director of Programming and Project Controls  
John Nguyen, Principal Transportation Planner

**SUBJECT:** Approve COVID-19 Rapid Response Bicycle and Pedestrian Grant Program

## Recommendation

It is recommended that the Commission approve the COVID-19 Rapid Response Bicycle and Pedestrian Grant Program.

## Summary

Alameda CTC proposes the COVID-19 Rapid Response Bicycle and Pedestrian Grant Program to support local jurisdictions strategies to implement quick-build transportation measures to serve the present need for social distanced walking and bicycling throughout local community areas and businesses districts in light of the Coronavirus pandemic. This program will include up to \$1.125M in Measure B Countywide Bicycle and Pedestrian Countywide Discretionary Funds.

## Background

The Coronavirus (COVID-19) pandemic, and the resultant shelter-in-place order across the Bay Area Counties, has reshaped the daily lifestyles of Alameda County residents and their transportation needs. Social distancing is a new standard requirement among the traveling public to minimize the virus spread and associated health risks.

Alameda CTC is highly supportive of local efforts to improve public travel safety and promote Alameda County's economic recovery and regrowth from the COVID-19 impacts. Local jurisdictions are progressively developing and implementing innovative transportation measures to create a safer open space environment in public areas to response to the COVID-19 impacts. These strategies include traffic calming, roadway closures, and temporary repurposing of streets, bicycle, and pedestrian facilities to increase travel access and wide berth to local businesses, community centers, and residential facilities.

Alameda CTC proposes the COVID-19 Rapid Response Bicycle and Pedestrian Grant Program (“Program”) to make available up to \$1.125M in local Bicycle and Pedestrian Measure B sales tax funds to support local jurisdictions efforts to respond to the COVID-19 impacts. Program funds are designated for quick-build transportation improvement projects that support improved bicycle and pedestrian accessibility to local businesses and the community. This program has been established as a non-competitive funding opportunity. All eligible jurisdictions that propose an eligible project with the required matching funds (50 percent) will receive program funding.

The Program offers eligible recipients (cities and County of Alameda) a single, maximum grant award of up to \$75,000 for bicycle and pedestrian transportation improvements that achieve the following program goals:

- Create, expand, and improve bicycle/pedestrian access to local business, restaurants, and employment centers
- Restore local economic activity
- Promote physical social distancing, enhanced mobility, and open spacing along transportation corridors to business districts and employment centers
- Enhance public health through transportation improvements that mitigate the risk and spread of COVID-19

Eligible recipients are to complete and submit one (1) COVID-19 Rapid Response Bicycle and Pedestrian Grant Program application for Alameda CTC's consideration. The applicant must provide sufficient detail on the proposed improvement(s) and their benefits, implementation schedule, funding request, confirmation of matching commitment, and project cost details. The complete Program Guidelines are included in Attachment A: COVID-19 Rapid Response Bicycle and Pedestrian Grant Program Guidelines.

#### Program Schedule

Release Call for Projects	July 23, 2020
Final date to submit eligible Application	October 31, 2020
Project Completion	March 31, 2021
Funding Agreement Expiration	June 30, 2021

Alameda CTC is accepting applications through the October 31, 2021. All unclaimed Program funds remaining after the application deadline will be reprogrammed through Alameda CTC's future discretionary processes.

**Fiscal Impact:** The requested action will encumber \$1.125M of Measure B Bicycle and Pedestrian Countywide Discretionary funds to eligible recipients for fiscal year 2020-21.

#### **Attachment:**

- A. COVID-19 Rapid Response Bicycle and Pedestrian Grant Program Guidelines



## ALAMEDA COUNTY TRANSPORTATION COMMISSION

### COVID-19 RAPID RESPONSE BICYCLE AND PEDESTRIAN GRANT PROGRAM

#### Notice for Funding Opportunity

#### COVID-19 Rapid Response Bicycle and Pedestrian Grant Program

The Alameda County Transportation Commission (Alameda CTC) is announcing availability \$1.125M in local Bicycle and Pedestrian Measure B sales tax funds to deploy a COVID-19 Rapid Response Bicycle and Pedestrian Grant Program (Program) to support Alameda County's economic recovery and regrowth from the impacts of COVID-19.

Program funds are designated for quick-build transportation improvement projects that support improved bicycle and pedestrian accessibility to local businesses.

The Program goals are to

- Create, expand, and improve bicycle/pedestrian access to local business, restaurants, and employment centers
- Restore local economic activity
- Promote physical social distancing, enhanced mobility, and open spacing along transportation corridors to business districts and employment centers
- Enhance public health through transportation improvements that mitigates the risk and spread of COVID-19.

The Program offers eligible recipients a single, maximum grant award of up to \$75,000 for bicycle and pedestrian transportation improvements that achieve these program goals. This program has been established as a non-competitive funding opportunity. All eligible jurisdictions that propose an eligible project with the required matching funds (50 percent) will receive program funding.

Alameda CTC is accepting applications through the October 31, 2021.

#### **PROGRAM GUIDELINES**

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##### **1. Eligible Recipients / Project Sponsors**

Program funds are limited to Alameda County's (14) fourteen cities and the County of Alameda, as follows:

- Cities of Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City; and the County of Alameda

## **2. Maximum Award and Matching Requirements**

- Eligible recipients are limited to a one (1) maximum grant award of up to \$75,000.
- Recipients must provide a 50 percent (50%) match to the grant amount requested.
- Per the Alameda CTC's Small Cities Program Policy, the Cities of Albany, Emeryville, and Piedmont are not required to provide a match.

## **3. Eligible Project**

- Projects must achieve the Program goals, and be largely focused on mobility, safety, and open space access improvements.
- Projects may include, but are not limited to, new or modified bicycle/pedestrian facilities, bicycle parking, streets reconfigurations, lane striping, street closures, bicycle lane striping, designated pedestrian path markings, signage/signals, and bicycle/pedestrian safety improvements.
- Projects may be at a single location or within a specific transportation corridor, or projects may consist of a program of improvements at multiple locations.
- Projects must be implemented and open to the public by June 30, 2021.

## **4. Eligible Costs**

Eligible costs include consultant or contract costs, and other direct costs to implement the proposed improvement(s).

The deadline to incur eligible costs is June 30, 2021.

## **5. Application Process**

Eligible recipients are to complete and submit one (1) COVID-19 Rapid Response Bicycle and Pedestrian Grant Program application for Alameda CTC's consideration.

The applicant must provide sufficient detail on the proposed improvement(s) and their benefits, implementation schedule, funding request, confirmation of matching commitment, and project cost details.

## **6. Application Deadline**

Applications will be considered through October 31, 2020.

All unclaimed Program funds remaining after the application deadline will be reprogrammed through Alameda CTC's future discretionary processes.

## 7. Application Review and Grant Award Process

Alameda CTC staff will review applications to ensure project proposals meet the Program's goals and associated eligibility requirements. Alameda CTC may request additional information from an applicant during this review.

Upon successful determination of project and funding eligibility, Alameda CTC staff will forward grant recommendations to the Alameda CTC's Executive Director for approval.

Thereafter, a funding agreement between Alameda CTC and the Project Sponsor will be executed to document the funding award, project scope, schedule, and the other required terms and conditions.

## 8. Reimbursement

The Program operates on a reimbursement basis for eligible costs incurred. Eligible costs are based on the Project Sponsor's funding application, and further defined in executed Funding Agreement between Alameda CTC and the Project Sponsor.

Requests for Reimbursements will only be approved for payment upon a fully executed Funding Agreement, and satisfactory documentation of costs incurred by the Project Sponsor.

## 9. Other Requirements/Considerations

- Upon project completion, Project Sponsors must provide a Final Report that describes the accomplishments of the funded project.
- All Request for Reimbursements must be submitted no less than sixty (60) days prior to funding agreement expiration date.
- Funding Agreements will be set to expire December 31, 2021.
- No time extensions will be permitted to extend project implementation deadlines or funding agreement expiration dates.

## 10. Schedule

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|---|------------------|
| • Release Call for Projects                 | July 23, 2020    |
| • Final date to submit eligible Application | October 31, 2020 |
| • Project Completion                        | March 31, 2021   |
| • Funding Agreement Expiration              | June 20, 2021    |

### Staff Contact

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