



Alameda County Technical Advisory Committee Meeting Agenda Thursday, October 8, 2020, 1:30 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 Alameda County Technical Advisory Committee will not be convening at its Committee Room but will instead move to a remote meeting.

Members of the public wishing to submit a public comment may do so by emailing Angie Ayers at aayers@alamedactc.org by 5:00 p.m. the day before the scheduled meeting. Submitted comments will be read aloud to the Committee and those listening telephonically or electronically; if the comments are more than three minutes in length the comments will be summarized. Members of the public may also make comments during the meeting by using Zoom's "Raise Hand" feature on their phone, tablet or other device during the relevant agenda item, and waiting to be recognized by the Chair. If calling into the meeting from a telephone, you can use "Star (*) 9" to raise/ lower your hand. Comments will generally be limited to three minutes in length.

Committee Chair: Tess Lengyel

Staff Liaison: [Gary Huisingh](#)

Clerk: [Vanessa Lee](#)

Location Information:

Virtual Meeting Information: <https://zoom.us/j/93065628818?pwd=ZTRUV0VtR1EraS9EZFdzeHI6RHN5Zz09>
Webinar ID: 930 6562 8818
Password: 340680

For Public Access Dial-in Information: (669) 900-6833
Webinar ID: 930 6562 8818
Password: 340680

To request accommodation or assistance to participate in this meeting, please contact Angie Ayers, at least 48 hours prior to the meeting date at: aayers@alamedactc.org

1. Call to Order

2. Introductions/Roll Call

3. Public Comment

4. Consent Calendar		Page/Action
4.1.	Approve the July 9, 2020 ACTAC Meeting Minutes	1 A
4.2.	Alameda County Federal Inactive Projects Update	5 I
4.3.	Metropolitan Transportation Commission's Final Federal Fiscal Year 2020-21 Annual Obligation Plan Update	9 I
5. Planning / Programs / Monitoring		
5.1.	Approve FY 2020-21 Transportation Fund for Clean Air Program	27 A
5.2.	2020 Countywide Transportation Plan: New Mobility Roadmap Initiatives and Near-Term Priority Actions Update	35 I
5.3.	Alameda County Vehicle Miles Traveled Reduction Calculator Tool Development- Update on Recommended Approach	59 I
5.4.	Cycle 5 Active Transportation Program: Summary of Applications from Alameda County Jurisdictions	101 I
6. Member Reports		
7. Staff Reports		
8. Adjournment		

Next Meeting: Thursday, November 5, 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 a speaker card 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 October through December 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

Director 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
1:00 p.m.	Audit Committee	October 22, 2020
2:00 p.m.	Alameda CTC Commission Meeting	October 22, 2020 November 19, 2020 December 3, 2020
9:00 a.m.	I-680 Sunol Smart Carpool Lane JPA (I-680 JPA)	November 9, 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)	

Advisory Committee Meetings

9:30 a.m.	Paratransit Technical Advisory Committee (ParaTAC)	October 13, 2020
1:30 p.m.	Paratransit Advisory and Planning Committee (PAPCO)	October 26, 2020 November 16, 2020
1:30 p.m.	Alameda County Technical Advisory Committee (ACTAC)	November 5, 2020
5:30 p.m.	Independent Watchdog Committee (IWC)	November 9, 2020
5:30 p.m.	Bicycle and Pedestrian Advisory Committee (BPAC)	November 18, 2020

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.

Meeting materials, directions and parking information are all available on the [Alameda CTC website](http://www.AlamedaCTC.org). Meetings subject to change.

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Alameda County Technical Advisory Committee Meeting Minutes Thursday, July 9, 2020, 1:30 p.m.

4.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

1. Call to Order

Gary Huisingsh called the meeting to order. Mr. Huisingsh provided instructions to the Committee regarding technology procedures including instructions on administering public comments during the meeting.

2. Roll Call/Introductions

Introductions were conducted. All members were present with the exception of Kevin Connolly, Lt. Austin Danmeier, Anthony Fournier, Johnny Jaramillo, Fred Kelley, Matt Maloney, Eve Ng, and John Xu.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. Approval of June 4, 2020 ACTAC Meeting Minutes

4.2. Alameda County Federal Inactive Projects Update

Farid Javandel made a motion to approve the consent calendar. Gail Payne seconded the motion. The motion passed with the following votes:

Yes: Ayupan, Chiu, Cooke, Evans, Fried, Huisingsh, Imai, Izon, Javandel, Larsen, Lee, Madididdi, Nair, Novenario, Payne, Peterson, Raphael, Victor, Yeamans

No: None

Abstain: None

Absent: Connolly, Danmeier, Fournier, Jaramillo, Kelley, Maloney, Ng, Xu

5. Programs/Projects/Monitoring

5.1. Approve COVID-19 Rapid Response Bicycle and Pedestrian Grant Program

Vivek Bhat recommended that the Commission approve the COVID-19 Rapid Response Bicycle and Pedestrian Grant Program. He noted that Alameda CTC is being proactive in supporting local jurisdictions strategies to implement quick-build transportation measures to serve the present need for socially distanced walking and bicycling throughout local communities and business districts in light of the Coronavirus pandemic. Mr. Bhat stated that the program proposes to make up to \$1.125M available in local Bicycle and Pedestrian Measure B sales tax funds to support local jurisdictions efforts to respond to the COVID-19 impacts. Alameda CTC designated the non-competitive funding opportunity for quick-build transportation improvement projects that support improved bicycle and pedestrian accessibility to local businesses and the community. All eligible

jurisdictions that propose an eligible project with the required matching funds (50 percent) will receive program funding. Mr. Bhat noted that based on the Commission's Small Cities Program Policy, it's not required for the smaller jurisdictions of Albany, Emeryville and Piedmont to have matching funds. The Program offers eligible recipients a single, maximum grant award of up to \$75,000 for bicycle and pedestrian transportation improvements that achieve the program goals.

Amber Evans made a motion to approve this item. Ruben Izon seconded the motion. The motion passed with the following votes:

Yes: Ayupan, Chiu, Cooke, Evans, Fried, Huisingsh, Imai, Izon, Javandel, Larsen, Lee, Madididdi, Nair, Novenario, Payne, Peterson, Raphael, Victor, Yeamans
No: None
Abstain: None
Absent: Connolly, Danmeier, Fournier, Jaramillo, Maloney, Nair, Ng, Zu

5.2. Approve Updated Plan Bay Area 2050 Project List and Performance Strategies for Alameda County for Submittal to the Metropolitan Transportation Commission

Carolyn Clevenger noted that Plan Bay Area 2050 is Regional Transportation Plan (RTP) developed by MTC/ABAG and Alameda CTC needs to submit a final list of projects to feed into the RTP by the end of July. Ms. Clevenger stated that the final list of projects will go to the full Commission for approval in July and Alameda CTC will submit to MTC/ABAG the final list of projects along with final commitments for projects that MTC raised performance concerns about. Ms. Clevenger highlighted the key issues that staff is working on with MTC.

This item is for information only.

5.3. Metropolitan Transportation Commission's Federal Fiscal Year (FFY) 2020-21 Annual Obligation Plan

Jacki Taylor presented an update on the draft FFY 2020-21 Annual Obligation Plan and requirements for federal and State funded projects. Ms. Taylor explained that ahead of each new Federal Fiscal Year (FFY), Metropolitan Transportation Commission (MTC) develops an annual obligation plan for in coordination with local agencies and Caltrans. Local agencies are to assign and maintain a local agency Single Point of Contact (SPOC) for all federal and state-funded projects administered by Caltrans. Later in July, SPOCs will be requested to provide delivery schedules for the projects in the draft obligation plan. Once an annual obligation plan is developed MTC continues to monitor the status of individual project delivery against the requirements, are based on Regional Project Delivery Policy, Resolution 3606. Ms. Taylor stated that to assist with monitoring the delivery deadlines of SB 1 funding, MTC also develops a CTC Allocation Plan, for projects with a CTC allocation deadline in the current fiscal year. MTC has yet to release a CTC Allocation Plan for FY 2020-21, but it will be shared with ACTAC members once available.

This item is for information only.

5.4. 2020 Countywide Transportation Plan: Draft Recommendations and COVID-19 Strategies

Carolyn Clevenger, Kristen Villanueva and Cathleen Sullivan presented an overview of the draft 2020 Countywide Transportation Plan (CTP) recommendations, including the draft final countywide 10-year priority project list, draft final strategies, draft near-term priority actions, and long-term projects and programmatic investment types. In addition, staff presented a high-level approach to addressing COVID-19 in the CTP.

Ms. Clevenger said Alameda CTC will be seeking public comments in August and September. Staff will incorporate public comments and feedback from the Commission into the final CTP, which will be presented to the Commission for approval later this year.

Donna Lee asked if the West Oakland TOD project can be moved from the 30-year project list to the 10-year priority project list.

Hans Larsen asked how Fremont can get information out to their community regarding MTC and Alameda CTC outreach. Ms. Clevenger stated that Alameda CTC is discussing with MTC if it is possible to do joint outreach but there was nothing specific to report yet. Ms. Villanueva noted that the CTP outreach will be virtual. Staff will update the CTP webpage on the Alameda CTC website to have information about the background work done, a survey will be hosted on the website for the virtual open house, and staff will distribute materials to ACTAC members for jurisdictions and agencies to reach out to your communities to participate in the outreach

Hans Larsen stated that in the PBA 2050 there is a strong commitment for telecommuting, with a 14 percent telecommute goal. He noted that the CTP should consider adding telecommute strategies to the plan. Ms. Sullivan stated that Alameda CTC had not crafted a specific action around telecommuting; however, it's a consideration. She noted that the CTP has a strategy around reducing vehicle miles travelled and encouraging non-single occupancy options.

Hans Larsen asked how the CTP strategies will be prioritized and implemented. He stated that Fremont is interested in automated speed enforcement, racial equity and the role of police departments, Caltrans coordination and truck parking. Ms. Clevenger stated that Alameda CTC staff will work on prioritization this fall and staff welcomes feedback from the committee on how to prioritize moving forward. Ms. Sullivan stated that there are strategies that have not identified direct actions and those things with specific actions are rising to the top as priorities. She noted that staff is also asking for input during outreach around prioritization.

This item is for information only.

6. Members Report

Amber Evans noted that this meeting did not talk about what is happening with transit in the cities. As Alameda County faces the crisis during the pandemic, is there a conversation that should be taking place around transit. Ms. Clevenger stated MTC is leading a Blue-Ribbon Recovery Taskforce. She noted that Alameda CTC can compile and summarize the information that MTC is discussing with the transit agencies and bring it to a future ACTAC meeting. Ms. Clevenger requested BART, AC Transit, and LAVTA to work with Alameda CTC staff during this task.

Donna Lee reviewed BART's process/procedure with System Safety during COVID-19, such as passengers are required to wear masks and BART wiping down the cars cleaning the trains regularly during usage. Amber Evans stated that she's interested in a fiscal response and what types of collaboration will foster transit operations. Nathan Landau stated that there's aren't a lot of cars on the roadway now and what can transit do to take advantage of the opportunity. He stated that It's possible that there will be service cuts and AC Transit will work with the cities to coordinate. Mr. Landau stated that it's important to get the word out that transit is safe from a public health point of view. So far, no disease clusters are originating from trains and buses. The transit agencies need to get a positive message regarding transit being safe.

Donna Lee BART has a large homeless problem, which was a problem before COVID-19. BART is not eligible for grants around mental health or homelessness; however, if BART can coordinate with jurisdictions to work together it would be helpful for BART, riders and the cities.

Jennifer Yeamans stated LAVTA is serving on MTC's Blue Ribbon Taskforce and one of the main goals was to program CARES Act Funding. LAVTA has cut back service; however, they are seeing ridership coming back. She encouraged cities and transit agencies partner together to help keep communities moving safely.

7. Staff Report

There were no staff reports.

8. Adjournment

The meeting adjourned at 3:30 p.m. The next meeting is scheduled for July 9, 2020.



Memorandum

4.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
Jacki Taylor, Senior Program Analyst

SUBJECT: Alameda County Federal Inactive Projects

Recommendation

ACTAC members are requested to review the current Caltrans Inactive Projects list (Attachment A), which identifies federal funding at risk for deobligation and to review the actions required by the project sponsor to keep the funding obligation in good standing. This is an information item.

Summary

Federal regulations require local agencies receiving federal funds to regularly invoice against each federal obligation. Caltrans maintains a list of inactive obligations and projects are added to the list when there has been no invoice activity for the past six months. If Caltrans does not receive an invoice during the subsequent six-month period the project's federal funds will be at risk for deobligation by the Federal Highway Administration (FHWA). ACTAC members are requested to review the latest inactive projects list (Attachment A), which identifies the federal funds at risk and the actions required to avoid deobligation. Local agencies are expected to regularly submit invoices and close out projects in a timely manner. To reduce the occurrence of inactive projects, local agencies are encouraged to implement quarterly invoicing. Project sponsors with inactive projects are to work directly with Caltrans Local Assistance) to clear the inactive invoicing status and provide periodic status updates to Alameda CTC programming staff until projects are removed from the Caltrans report. Information regarding temporary changes to Caltrans standard invoicing procedures due to COVID-19 is included at the end of the staff report.

Background

In response to FHWA's requirements for processing inactive obligations, Caltrans Local Assistance proactively manages federal obligations, as follows:

- If Caltrans has not received an invoice for obligated funds in over six months, the project will be deemed inactive and added to the list of Federal Inactive Obligations. The list is posted on the Caltrans website and updated weekly: <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>.
- Caltrans will notify local agencies the first time a project becomes inactive.
- If Caltrans does not receive an invoice within the following six months (12 months without invoicing), Caltrans will deobligate the unexpended balances. The deobligation process is further detailed in [FHWA's Obligation Funds Management Guide](#), which states that project costs incurred after deobligation are not considered allowable costs for federal participation and are therefore ineligible for future federal reimbursement.

It is the responsibility of local agencies to work in collaboration with their DLAE to ensure projects are removed from the inactive list and avoid deobligation.

Regional Requirements

The Metropolitan Transportation Commission (MTC) Regional Project Delivery Policy, MTC Resolution 3606, states that “Agencies with projects that have not been invoiced against at least once in the previous six months or have not received a reimbursement within the previous nine months have missed the invoicing /reimbursement deadlines and are subject to restrictions placed on future regional discretionary funds and the programming of additional federal funds in the federal TIP until the project receives a reimbursement.” Additionally, MTC may delay the obligation of currently programmed regional discretionary funding to a future year. Thus, agencies with inactive projects must resolve their inactive status promptly to avoid restrictions on future federal funds. MTC actively monitors inactive obligations and periodically contacts project sponsors for status updates. MTC encourages Local Agencies to invoice more frequently and preferably on a quarterly basis.

COVID-19 Impacts

During the COVID-19 outbreak, Caltrans has temporarily exempted its requirement for wet signatures on invoice documents in order to process for payment. Until further notice, Districts will be accepting scanned copies of invoices. Local Assistance Procedures Manual (LAPM) forms, including Exhibit 5-A Local Agency Invoice form can be found [here](#).

Next Steps

ACTAC members are requested to ensure timely invoicing against each federal obligation and work directly with Local Assistance to resolve invoicing issues. Sponsors with inactive projects are requested to provide periodic status updates to Alameda CTC until the project is removed from the report. Email status updates to Jacki Taylor, JTaylor@alamedactc.org.

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

Attachment:

- A. Alameda County Federal Inactive Projects List, dated 9/17/20.

Alameda County Inactive Obligations
Updated by Caltrans 9/17/2020
 Project Balances > \$50,000

Updated on 09/17/2020: Projects > \$50k

Project Number	Status	Agency Action Required	Project Prefix	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5014041	Inactive	Invoice overdue. Contact DLAE.	STPL	Alameda	PACIFIC AVE: MAIN ST TO FOURTH ST & OTIS DR: PARK ST TO BROADWAY, ROADWAY REHAB.	9/17/2019	1/30/2014	9/17/2019	9/17/2019	12	\$829,000	\$634,900	\$125,673	\$509,227
5014047	Inactive	Invoice under review by Caltrans. Monitor for progress.	ATPL	Alameda	CENTRAL BETWEEN PACIFIC AVENUE/MAIN STREET AND SHERMAN STREET/ENCINAL AVENUE. REDUCE ROADWAY FROM 4 TO 3 LANES FOR BIKE LANES AND SEPARATED BIKEWAY, PEDESTRIAN IMPROVEMENTS	9/4/2019	9/4/2019		9/4/2019	12	\$1,600,000	\$180,000	\$0	\$180,000
5012141	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	HSIPL	Oakland	MARKET ST. BETWEEN 4TH AND 7TH ST. & 18TH TO 19TH ST. INTERSECTION AT MARKET ST AT 14TH, 16, AND 21ST STREET, SAN PABLO AVE AT 32TH, BROCKHURST, AND 34TH ST. STRIPE AND SIGN BIKE IMPROVEMENTS ON	5/7/2019	10/21/2016	5/7/2019	12/20/2019	16	\$2,685,282	\$1,425,870	\$183,600	\$1,242,270
5012142	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	HSIPL	Oakland	TELEGRAPH AVENUE BETWEEN 29TH AND 45TH ST. STRIPING AND SIGN ROAD DIET WITH BUFFERED BIKE LANE, SIGNAL MODIFICATION, CROSSWALK ENHANCEMENTS, LADDER STRIPPING AND BULB-OUT	7/24/2019	10/14/2016	7/24/2019	10/17/2019	14	\$2,212,347	\$1,344,510	\$199,260	\$1,145,250
5041045	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	HSIPL	San Leandro	IN SAN LEANDRO AT THE INTERSECTION OF DAVIS ST AND CARPENTIER ST. INSTALL PEDESTRIAN ACTIVATED HAWK SIGNAL, ACCESSIBLE PEDESTRIAN SIGNAL EQUIPMENT, IMPROVE STREET	11/27/2018	4/21/2017	11/27/2018	10/17/2019	22	\$292,655	\$254,405	\$37,655	\$216,750
5354040	Inactive	Invoice overdue. Contact DLAE.	HSIPL	Union City	INTERSECTIONS OF ALVARADO-NILES ROAD AT MANN AVE/UNION SQUARE AND ALVARADO BLVD AT GALAXY WAY.. REMOVE PEDESTRIAN MOUNTED SIGNAL HEADS, INSTALL NEW MAST ARMS, AND RELATED IMPROVEMENTS	9/13/2019	6/13/2017	9/13/2019	9/13/2019	12	\$537,900	\$537,900	\$27,482	\$510,418
5012150	Future	Invoice returned to agency. Contact DLAE.	HSIPL	Oakland	35TH AVE. FROM E 12TH ST TO I-580 INSTALL CROSSING ENHANCEMENTS, SIGNAL UPGRADES, SIGNING, STRIPING, MARKINGS AND CLASS II BUFFERED BIKE LANE	11/25/2019	10/13/2017	11/25/2019	11/25/2019	10	\$2,876,850	\$2,188,360	\$507,940	\$1,680,420
5012037	Future	Invoice returned to agency. Contact DLAE.	STPLZ	Oakland	LAKE MERRITT CHANNEL BRIDGE (BR.NO.33C-0030) REPLACE BRIDGE (PER SEISMIC STRATEGY)	11/25/2019	3/1/1998	11/25/2019	11/25/2019	10	\$31,446,836	\$27,595,632	\$26,207,631	\$1,388,001

Alameda County Inactive Obligations
Updated by Caltrans 9/17/2020
Project Balances < \$50,000

Updated on 09/17/2020 Projects < \$50k

Project Number	Status	Agency Action Required	Project Prefix	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5014040	Inactive	Invoice returned to agency. Contact DLAE.	TCSPL	Alameda	INTERSECTIONS OF PARK ST/LINCOLN AVE AND PARK ST/BUENA VISTA AVE, PEDESTRIAN SAFETY TRANSPORTATION IMPROVEMENTS	3/7/2017	3/22/2013	3/7/2017	3/7/2017	42	\$319,633	\$282,885	\$253,486	\$29,399
5012131	Inactive	Invoice overdue. Contact DLAE.	ATPL	Oakland	MACARTHUR BLVD FROM HIGH ST TO RICHARDS ST. INSTALLATION OF BIKE LANES (CLASS I/II), TRAFFIC AND INTERSECTION RECONFIGURATION FOR PED/BIKE SAFETY	8/15/2019	4/6/2017	8/15/2019	8/15/2019	13	\$4,999,047	\$3,598,000	\$3,558,000	\$40,000
5041049	Inactive	Invoice overdue. Contact DLAE.	HSIPL	San Leandro	THE INTERSECTION OF WICKS BLVD AND MANOR BLVD. INSTALL SOUTHBOUND AND NORTHBOUND LEFT-TURN SIGNALS; UPGRADE SIGNAL HEADS AND SIGNAL EQUIPMENT; INSTALL VIDEO	9/6/2019	9/6/2019		9/6/2019	12	\$41,500	\$37,350	\$0	\$37,350

Color Key

	Project is inactive for more than 12 months and is carried over from last quarter inactive project list.
	Invoice / Final invoice is under review
	Project is in final voucher process. District can contact Final voucher unit to verify and get an update.
	Invoice is returned and agency needs to contact DLAE to resubmit the invoice.
	Invoice Overdue. Agency needs to provide justification to DLAE.



Memorandum

4.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
Jacki Taylor, Senior Program Analyst

SUBJECT: Metropolitan Transportation Commission's Federal Fiscal Year 2020-21 Annual Obligation Plan Update

Recommendation

Receive update on the Metropolitan Transportation Commission (MTC) Final Federal Fiscal Year (FFY) 2020-21 Obligation Plan and associated project delivery requirements and deadlines. This is an information item.

Summary

MTC's Regional Project Delivery Policy, [Resolution 3606](#) requires MTC to develop an Annual Obligation Plan (Plan) by October 1st of each year in coordination with local agencies and Caltrans. Additionally, Caltrans and MTC require local agencies to assign and maintain a Local Agency Single Point of Contact (SPOC) for all federal and state-funded projects administered by Caltrans Local Assistance. MTC's Final FFY 2020-21 Obligation Plan (Attachment A) was developed over the last few months in coordination with County Transportation Agencies (CTAs), SPOCs and ACTAC members. To assist with the development of the Plan and ensure the projects selected for inclusion can meet MTC's regional delivery deadlines, MTC provides a companion document which identifies the requirements for inclusion in the Plan (Attachment B). Only projects that were confirmed to be on track to meet MTC's regional delivery deadlines were included in the Final FFY 2020-21 Obligation Plan.

Background

MTC's Regional Project Delivery Policy, Resolution 3606 requires MTC to develop an Annual Obligation Plan (Plan) by October 1st of each year in coordination with local agencies and Caltrans. The Plan is to include the projects with discretionary federal funding requiring an authorization by the Federal Highway Administration (FHWA), including One Bay Area Grant (OBAG), Highway Safety Improvement Program (HSIP)

and Active Transportation Program (ATP). Once the Plan is provided to Caltrans, MTC continues to monitor the status of individual projects against the project delivery deadlines established in Resolution 3606 for activities including, the Field Review, Request for Authorization (RFA), FHWA Authorization (E-76), contract award and invoicing. In recent years, MTC has developed a companion requirements document to bring together the requirements of Resolution 3606 with additional guidance and timelines for local agencies delivering federal and state-funded projects in the MTC region.

Pursuant to Resolution 3606, local agencies are to submit a request for authorization (RFA) to Caltrans Local Assistance by November 1st of the federal fiscal year in which federal funds are programmed. Once the funds are obligated by FHWA (E-76 Authorization to Proceed is issued), sponsors are to submit an invoice within 6 months and receive a reimbursement from Caltrans within 9 months. As discussed at recent MTC Local Streets and Roads and Programming and Delivery Working Group meetings, FHWA wants regions to reduce the number of inactive obligations, which are often caused by projects missing the deadline to award a contract within 6 months of a funding authorization or CTC allocation. In response, for the FFY 2020-21 Obligation Plan, MTC has extended the RFA deadline by one month to December 1, 2020 and is requesting agencies to implement quarterly invoicing.

To assist with monitoring the delivery deadlines of funding programs with Senate Bill 1 (SB 1) funding, such as State Transportation Improvement Program (STIP) and ATP, MTC also develops an annual CTC Allocation Plan, (Attachment C), which lists projects with a CTC allocation deadline in the current fiscal year. Rather than being developed based on sponsor-provided schedule information, MTC's CTC Allocation Plan is based on current CTC-approved programming and time extensions.

Development of the FFY 2020-21 Obligation Plan

MTC released a Draft FFY 2020-21 Obligation Plan in mid-June and a Final FFY 2020-21 Obligation Plan was developed over the last few months with input from CTAs, Local Agency SPOCs and ACTAC members. Following the July ACTAC meeting, Alameda CTC requested the designated SPOCs to provide project delivery schedules for each project proposed for inclusion, including the status and timing for project Field Review, RFA submittal, contract award and first invoice. Responses were requested by mid-August. Many sponsors reported delayed schedules and in response, funding for a good number of the projects in the draft Plan were moved out of the final FFY 2020-21 Plan, with funds to be reprogrammed by MTC to either FFYs 2021-22 or 2022-23.

For the FFY 2020-21 Obligation Plan, MTC decided to pushed back the traditional RFA deadline by one month to December 1, 2020, and will track whether this shift has beneficial impacts to timely project delivery, particularly whether it helps improve the quality/completeness of initial RFA packages and helps sponsors meet

the deadline to award and invoice within 6 months of the obligation/authorization of funds. Because MTC's focus for monitoring Caltrans-administered federal fund sources is on timely contract award and invoicing, local agencies with "inactive" projects (see agenda item 4.2 for the current Caltrans Inactive List) were at risk for having OBAG funds withheld from the Final FFY 2020-21 Obligation Plan and delayed to a later program year until invoicing issues are resolved. Once FFY 2020-21 funds in the Plan are obligated and an E-76/Authorization to Proceed is issued, it's expected that the contract award and first invoice will occur within the 6-months allowed.

For projects with a mix of various state and federal funding sources or single sources that are a combination of federal and state funding, such as certain STIP and ATP projects, these projects are included in both the Obligation and CTC Allocation Plans.

FFY 2020-21 Project Delivery Monitoring

Below are the established FFY 2020-21 delivery deadlines:

- October 1, 2020 Obligation Plan finalized and submitted to Caltrans
- December 1, 2020 Project RFAs due to Caltrans Local Assistance
- January 31, 2021 Obligation deadline for all funds in Final Obligation Plan
- January 31, 2021 Allocation request deadline for CTC-administered projects
- February 1, 2021 Unused Obligation Authority made available to projects not in the FFY 2020-21 Obligation Plan (date projects with funds in future years may submit an RFA)
- March 31, 2021 Allocation deadline for CTC-administered projects
- Award contract within 6 months of an obligation
- Invoice quarterly

MTC is likely to consider an agency's project delivery and invoicing history before approving any CTC extension requests and/or programming future discretionary funds. To help reduce the number of inactive projects, MTC is requesting project sponsors invoice Caltrans on a quarterly basis and for construction funding, suggests obligating a small portion of the funding to the Construction Engineering (Con-CE) phase to facilitate the billing of staff costs in the event a contract award is delayed.

SPOC Roles and Responsibilities

Local Agency SPOCs play a key role in keeping all federal and state-funded projects administered by Caltrans Local Assistance in good standing. In addition to being an agency's primary contact for MTC and Caltrans Local Assistance, Local Agency SPOCs are tasked with ensuring certain requirements are met in order for agencies to qualify for the various regional discretionary funding sources awarded by MTC. These requirements are identified in the signed "SPOC Checklists" on file with MTC and include, but are not limited to:

- Tracking the status of major delivery milestones for all programmed and active FHWA-administered projects implemented by the agency and provide quarterly status updates to your CMA/CTA.
- Maintaining all active FHWA-administered projects in good standing with respect to regional, state and federal delivery deadlines, and federal-aid requirements. This includes ensuring timely invoices for all projects.
- Maintaining consultant and/or staff resources with the knowledge and expertise to deliver federal-aid projects within the funding timeframe and meet all federal-aid project requirements.
- Attending a minimum of 50% of MTC's Partnership Working Group meetings annually, i.e., the Transit Finance (TFWG), Local Streets and Roads (LSRWG) and/or Programming and Delivery (PDWG) meetings.

Additional information regarding SPOC roles and responsibilities can be found on MTC's website at: <http://mtc.ca.gov/our-work/fund-invest/federal-funding/project-delivery>

Next Steps

For most Local Agencies, the ACTAC member also serves as the designated SPOC. ACTAC members are requested to review the Final FFY 2020-21 Obligation and FY 2020-21 CTC Allocation Plans and if an agency has project(s) included, as needed, coordinate with your agency's SPOC to ensure a plan is in place for the timely delivery of the identified projects, including meeting the regional delivery deadlines and implementing and maintaining timely invoicing.

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

Attachments:

- A. MTC's Final FFY 2020-21 Obligation Plan, dated 9/14//2020
- B. Final FFY 2020-21 Annual Obligation Plan Requirements, dated 9/10/2020
- C. MTC's FY 2020-21 CTC Allocation Plan, dated 9/10/2020

"DRAFT" MTC FFY 2020-21 Annual Obligation Plan														Total Programmed	Remaining Balance
Project List September 14, 2020								Obligation						100%	100%
County	Local Agency	TIP ID	FMS ID	Unique ID	Program	Fund Source	FPN	Phase	Project Title	Latest Action Status	Latest Action Date	Planned Award	Planned or Field Review	\$274,270,258	\$273,041,238
County	Sponsor	TIP ID	FMS ID	Unique ID	Program	Fund Source	FPN	Phase	Project Title	Latest Action	Action Date	Planned Award	Field Review	Total	Balance
Alameda	Alameda	ALA170049	6539	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	-5014()	PSE	Central Avenue Safety Improvements			1-Sep-2022	4/2020 (PID)	\$300,000	\$300,000
Alameda	Alameda	ALA170049	6539	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	-5014()	CON	Central Avenue Safety Improvements			1-Sep-2022	4/2020 (PID)	\$6,846,000	\$6,846,000
Alameda	Alameda	ALA170074	6760	STP-T5-OBAG2-CO	OBAG 2	STP	-5014()	CON	Alameda City-Wide Pavemnet Rehabilitation			1-Oct-2020	1-May-2021	\$827,000	\$827,000
Alameda	ACTC	ALA050079	163	RIP-T5-18-FED-ALA	RTIP	RTIP-FED	-6480()	CON	I-80 Gilman Interchange Improvements				6/2018 (NEPA)	\$8,979,000	\$8,979,000
Alameda	ACTC	ALA050079	163	RIP-T5-18-FED-ALA	RTIP	RTIP-FED	-6480()	CON	I-80 Gilman Interchange Improvements				6/2018 (NEPA)	\$14,360,000	\$14,360,000
Alameda	ACTC	ALA050079	163	RIP-T5-20-FED-ALA	RTIP	RTIP-FED	-6480()	CON	I-80 Gilman Interchange Improvements				6/2018 (NEPA)	\$15,445,000	\$15,445,000
Alameda	AC Transit		7129	RIP-T5-20-FED-ALA	RTIP	RTIP-FED	-6480()	CON	AC Transit Purchase buses for Transbay service					\$13,125,000	\$13,125,000
Alameda	Hayward	ALA170066	6737	STP-T5-OBAG2-CO	OBAG 2	STP	-5050()	CON	Winton Ave Complete Street			1-Nov-2020	1-Mar-2019	\$1,662,000	\$1,662,000
Alameda	MTC	ALA170057	6720	CMAQ-T5-OBAG2-REG-AOM	OBAG 2	CMAQ	-6084()	CON	I-880 Integrated Corridor Management - Central					\$1,498,000	\$1,498,000
Alameda	Oakland	ALA170043	6531	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5012(154)	PSE	14th Street: Safe Routes in the City			28-Feb-2020	1-Jun-2018	\$1,235,000	\$1,235,000
Alameda	Oakland	ALA170043	6531	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5012()	CON	14th Street: Safe Routes in the City			20-May-2022	1-Jun-2018	\$9,343,000	\$9,343,000
Alameda	Union City	ALA170071	6750	STP-T5-OBAG2-CO	OBAG 2	STP	-5354()	CON	Union City-Dyer Street Pavement Rehabilitation			1-Feb-2020		\$872,000	\$872,000

Follow up for FR, Award date, SPOC or more info by 9/23 (likely to be moved out)

Extension request, CTC action - (will be removed from 20-21 Plan after requested CTC action is approved).

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Background

The regional project delivery policy ([MTC Resolution 3606](#)) establishes certain deadlines and requirements for agencies accepting Federal Highway Administration (FHWA) funding and including these funds in the federal Transportation Improvement Program (TIP). The intent of the regional funding delivery policy is to ensure implementing agencies do not lose any funds due to missing a federal or state funding deadline, while providing maximum flexibility in delivering transportation projects. It is also intended to assist the region in managing Obligation Authority (OA) and meeting federal financial constraint requirements. MTC has purposefully established regional deadlines in advance of state and federal funding deadlines to provide the opportunity for implementing agencies, Bay Area County Transportation Agencies (BACTAs), Caltrans, and MTC to solve potential project delivery issues and bring projects back in-line in advance of losing funds due to a missed funding deadline. The policy is also intended to assist in project delivery, and ensure funds are used in a timely manner.

As the federally designated Metropolitan Planning Organization (MPO) and the agency serving as the Regional Transportation Planning Agency (RTPA) for the nine-counties of the San Francisco Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for various funding and programming requirements, including, but not limited to: development and submittal of the Regional Transportation Improvement Program (RTIP); managing and administering the federal Transportation Improvement Program (TIP); and project selection for designated federal funds (referred collectively as 'Regional Discretionary Funding'); As a result of the responsibility to administer these funding programs, the region has established various deadlines for the delivery of regional discretionary funds including the regional Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, regional Transportation Alternatives Program (TAP) and Regional Transportation Improvement Program (RTIP) to ensure timely project delivery against state and federal funding deadlines. MTC Resolution 3606 establishes standard guidance and policy for enforcing project funding deadlines for these and other FHWA-administered federal funds

One of the most important features of the delivery policy, and a key to the success of on-time delivery, is the obligation deadline. Regional discretionary funding, as well as other FHWA funds in the TIP, must meet the Obligation/E-76/Authorization deadline established in the Policy. This ensures federal funds are being used in a timely manner, and funds are not lost to the region.

FY 2015-16 STP/CMAQ Delivery Status

In 2014, the regional obligation deadline was changed from March 31 to January 31 for projects listed in the FY 2015-16 annual obligation plan. Although FY 2015-16 was a transition year (meaning unobligated funds will not be redirected to other projects until after March 31) it was still expected that project sponsors would meet the new obligation deadline. However, the delivery rate was not as good as hoped. As of January 31 less than 30% of the targeted STP/CMAQ OA had been obligated. In examining the low delivery rate, MTC staff noticed many projects were not ready to proceed when placed in the FY 2015-16 Annual Obligation Plan, and therefore many project sponsors were unable to meet the November 1 Request for Authorization (RFA) deadline, even though the annual obligation plan was made final only a month earlier.

FY 2016-17 STP/CMAQ Delivery Status

The delivery rate for FY 2016-17 improved over FY 2015-16. As of January 31, 2017 45% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016. By March 31, 2017 115% of the STP/CMAQ OA had been delivered. However, the goal is still to have 100% OA delivery by January 31, so that projects may capture favorable bids and proceed to construction over the summer construction season.

FY 2017-18 STP/CMAQ Delivery Status

The delivery rate for FY 2017-18 improved over FY 2015-16 and FY 2016-17. As of January 31, 2018, 75% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016 and 45% in 2017. By March 31, 2018 112% of the STP/CMAQ OA had been delivered. However, the goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.

FY 2018-19 STP/CMAQ Delivery Status

The delivery rate for FY 2018-19 slipped a little from FY 2017-18. As of January 31, 2019, 63% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016, 45% in 2017 and 75% in 2018. By March 31, 2019, 74% of the STP/CMAQ OA had been delivered. The goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.

FY 2019-20 STP/CMAQ Delivery Status

The delivery rate for FY 2019-20 dropped drastically from FY 2018-19. As of January 31, 2020, 17% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016, 45% in 2017, 75% in 2018, and 63% in 2019. By March 31, 2020, 59% of the STP/CMAQ OA had been delivered. The goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.

Increased Importance of Annual Obligation Plan

In recent years other regions and the state-managed local programs have improved upon their own annual delivery rate, and the region is once again hitting apportionment limits prior to the end of the fiscal year. These factors are reducing the flexibility the region has in advancing funds and allowing projects to move forward when ready. As a result, the annual obligation plan is becoming increasingly important to prioritize the funding available for projects to be delivered in a given year. It is anticipated that moving forward, the obligation plan will become a more vital tool in managing the delivery of FHWA-funded projects each year

Proposed Annual Obligation Plan Conditions and Requirements

To address the issues of projects being included in the annual obligation plan that are not yet ready to proceed, and to better manage the availability of funds (primarily STP/CMAQ) for projects that are ready for delivery, and to facilitate timely project delivery within the region, MTC staff is proposing certain conditions and requirements for projects to be included the Annual Obligation Plan as outlined in Attachment 1. The obligation plan will serve to prioritize

delivery of FHWA-funded projects, and assist Caltrans Local Assistance in managing its workload for the federal fiscal year.

FY 2020-21 Annual Obligation Plan Schedule

The schedule for development and implementation of the FY 2020-21 Annual Obligation Plan is as follows:

May/June 2020	Projects with known delivery deadlines in next fiscal year released for review
June/July 2020	Draft Plan reviewed by partnership working groups
June/July/Aug 2020	SPOCs submit requests to include STP/CMAQ projects in Obligation Plan
September 2020	Proposed Final Plan reviewed by partnership working groups
October 1, 2020	Obligation Plan finalized and submitted to Caltrans
December 1, 2020*	Request for Authorization (RFA) submitted to Caltrans
January 31, 2021	Obligation deadline for funds in Annual Obligation Plan
January 31, 2021	CTC Allocation request deadline
February 1, 2021	Unused Obligation Authority available first-come first-served
March 31, 2021	CTC Allocation deadline for CTC-administered state and federally-funded projects

Annual Obligation Plan Conditions and Requirements

To facilitate timely project delivery within the region, the following proposed conditions and requirements must be met for projects to be included in the Annual Obligation. The obligation plan will serve to prioritize delivery of FHWA-funded projects for the federal fiscal year.

- **Projects automatically included in Obligation Plan**
To the extent known, projects with required federal funding delivery deadlines within the fiscal year will be added to the annual obligation plan. These include but are not limited to STIP, ATP, HSIP and Local Bridge Seismic Retrofit Program (LBSRP) projects. In addition to the annual obligation plan, a "CTC Allocation Plan" will be developed specifically for CTC-allocated state and federally-funded projects. It is the responsibility of the Single Point of Contact (SPOC) to ensure the Plans include all projects from their agency that have delivery deadlines within the applicable fiscal year.
- **SPOC Involvement**
Requests for OBAG STP/CMAQ projects to be included in the annual obligation plan must come from the Single Point of Contact (SPOC) for that agency. This ensures the SPOC is aware of the federal-aid projects to be delivered that year, and to be available to assist the Project Manager(s) through the federal-aid delivery process. In addition, subsequent communication to MTC or applicable BACTA regarding potential delays or missed deadlines of any project in the annual obligation plan must include the SPOC. To add a project to the plan, email the request to the applicable Bay Area County Transportation Agency staff and to John Saelee of MTC at jsaelee@bayareametro.gov

****Requires a complete, funding obligation/FTA Transfer Request For Authorization (RFA) package and applicable documentation to Caltrans Local Assistance by December 1***

- **Missed Past Delivery Deadlines**

For project sponsors that have missed delivery deadlines within the past year, including CTC-administered program deadlines, the agency must prepare and submit a delivery [status report](#) on major delivery milestones for all federally active projects with FHWA-administered funds, and all projects with FHWA-administered funds programmed in the current TIP, before their OBAG 2 project(s) are added to the annual obligation plan. Furthermore, once projects for such agencies are accepted in the final obligation Plan, the Single Point of Contact (SPOC) for the agency must report monthly to the applicable BACTA and MTC staff on the status of all agency project(s) in the annual obligation plan, until the funds are obligated/authorized. The [FHWA-Funded Projects Status](#) report template is located at:

http://mtc.ca.gov/sites/default/files/Template_FHWA_Funded_Projects_Status.xlsx

- **Field Review**

For the PE phase of a STP/CMAQ project to be included in the draft plan, a field review must be scheduled to occur by June 30. To remain in the final plan the field review and related/required documentation, including the Preliminary Environmental Study (PES) if applicable, must be completed and accepted/signed off by Caltrans by September 30.

For the Right Of Way or Construction phase of a project to be included in the draft Annual Obligation Plan, the project must have undergone a field review with Caltrans AND all field review related/required documentation, including the Preliminary Environmental Study (PES) if applicable, submitted, signed and accepted by Caltrans by June 30.

This does not apply to projects for which Caltrans does not conduct a field review, such as FTA transfers, planning activities and most non-infrastructure projects.

- **HSIP Delivery Requirements**

Because of the importance of timely delivery of safety projects, the following applies to agencies with Highway Safety Improvement Program (HSIP) projects programmed in the federal TIP.

For project sponsors with HSIP funds in the PE phase of a project: A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the PE phase of all of the agency's HSIP project(s) prior to any OBAG 2 STP/CMAQ project being added to the Annual Obligation Plan for that agency. The Caltrans-managed HSIP program has an obligation deadline for the PE phase of September 30. To meet this deadline, sponsors must have a field review (with all required documentation including the Preliminary Environmental Study (PES) if applicable, accepted by Caltrans) and submit the RFA for PE by June 30.

For project sponsors with HSIP funds in the CON phase of a project: A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the CON phase of all of the agency's HSIP project(s) subject to the delivery deadlines

noted below, prior to any OBAG 2 STP/CMAQ project for that agency being included in the Annual Obligation Plan.

HSIP Deadlines for purposes of the Annual Obligation plan are outlined below:

Unless a later date is identified in the Caltrans [HSIP Project Listing](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm) at the following link: http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm)

Cycle 7 HSIP program:

PE Authorization: All PE phases have been submitted and authorized

CON Authorization: All CON phases should have been authorized, unless extended by Caltrans

Cycle 8 HSIP program:

PE Authorization: All PE phases have been submitted and authorized

CON Authorization: All CON phases have been submitted and authorized

Cycle 9 HSIP program:

PE Authorization: All PE phases have been submitted and authorized

CON Authorization: December 31, 2021 (RFA due September 30, 2021)

Waiver request for unforeseen project delays:

A jurisdiction that has been proceeding with a project in good faith and has encountered unforeseen delays may request special consideration. A sponsor may be allowed to add projects into the annual obligation plan even if it has an outstanding project delay if Caltrans Local Assistance, MTC and the applicable BACTA reach consensus that the delay was unforeseen, beyond the control of the project sponsor, and not a repeated occurrence for the agency.

NOTE: Poor project management is not considered an unforeseen delay.

▪ **OBAG 2 Requirements**

Projects funded in the One Bay Area Grant 2 Program (OBAG 2) will not be included in the annual obligation plan until the project sponsor has met applicable OBAG 2 requirements, such as submittal of the annual housing element reports to HCD by April 1 of each year or fully participating in the statewide local streets and roads needs assessment survey or providing updated information to the Highway Performance Monitoring System (HPMS).

▪ **Request for Authorization Review Period**

For purposes of delivery of projects within the annual obligation plan, it is expected that sponsors schedule at least sixty to ninety days for Caltrans/FHWA review and approval of the Request for Authorization (RFA). This is to ensure delivery schedules adequately account for federal-aid process review.

SPOC Checklist

Starting in 2017, jurisdictions must have the SPOC checklist filled out and on file prior to projects being included in the annual obligation plan. A new checklist must be filled out whenever a new SPOC is assigned for that agency.

▪ Inactive Obligations

Because inactive obligations ~~and untimely obligations~~ continue to be a significant issue in this region, until the region develops a process that substantially addresses inactive/~~timely~~ obligations for FHWA projects, any project sponsor with a project on the inactive list (all projects marked as "inactive", and projects marked as "Past Due" and not under review by Caltrans) need to address the items listed below before MTC will make any programming requests from that agency in the federal TIP, or make any changes to STP/CMAQ (OBAG) funding.

- *Provide a status of all outstanding invoices for projects on the Inactive list*
- *Provide an explanation for not meeting the invoice deadline(s) for each invoice*
- *Provide an overview of their agency's internal process for monitoring timely submittals of invoices for FHWA federal-aid projects.*
- *Provide the contact information of their Finance/Accounting Manager that handles invoicing of federal funds.*
- *Have the applicable County Transportation Agency (CTA) staff send an email to MTC Funding Policy and Programs (FPP) staff with a statement of assurances that 1) the CTA is adequately communicating federal invoicing and reimbursement requirements to applicable agencies; 2) The CTC is adequately tracking and monitoring inactive obligations within the County; 3) The project sponsor has an internal process in place for monitoring timely submittals of invoices for FHWA federal-aid projects.*
- *Set up and conduct a meeting with the Project Sponsor SPOC, Project Sponsor Project Manager, Project Sponsor Finance/Accounting Manager, Applicable CTA Programming staff and applicable MTC Funding Policy and Programs (FPP) staff to go over each inactive project.*
- *Inform MTC whether or not a request should be made to FHWA to de-obligate the inactive funds.*

Caltrans updates the inactive project obligation status reports weekly on the Local Assistance Inactive Project Information web page:

<https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

- **CTC-allocated state and federal funds**

In response to CTC concerns regarding delivery of CTC-administered projects, starting in 2018 many of the regional delivery requirements for federal funds will also apply to CTC allocated state and federally-funded projects.

- **CTC Allocation Plan**

Expanding on the success of the development and implementation of the regional annual obligation plan, MTC, working with the County Transportation Authorities (CTA's) and project sponsors, will develop and maintain a regional "CTC Allocation Plan" identifying the CTC-administered programs and projects, such as STIP, ATP and RRRA (SB1) with CTC-allocation deadlines within the state fiscal year. It is the responsibility of the Single Point of Contact (SPOC) to ensure the Plan includes all projects from their agency that have applicable delivery deadlines within the fiscal year.

- **ATP and SB1 Reporting and Accountability**

Agencies receiving RRRA (SB1) and ATP funds are required to report on the status of the projects on a regular basis. To ensure agencies meet the deadline, MTC expects reports to be submitted at least 15 days in advance of the CTC deadline. This helps ensure any errors or omissions can be corrected before the reports are due to the CTC/Caltrans. Agencies that miss the reporting/accountability deadline(s) will have OBAG funds subject to re-programming.

- **CTC Allocations**

Projects with funds requiring a CTC allocation, including STIP, ATP and RRRA (SB1) must submit the CTC allocation request by January 31 and receive the CTC allocation by March 31 of the year programmed unless there is a special circumstance (such as coordinating the delivery timeline with other fund sources or project schedules) agreed to by the respective Bay Area County Transportation Agency and MTC staff. Sponsors missing the regional CTC allocation deadline are subject to OBAG projects being removed from the Annual Obligation plan and reprogrammed to a later year in the federal TIP, and will have low-priority for including their OBAG 2 projects in the following annual obligation plan, until the sponsor can demonstrate the ability to meet regional and state delivery deadlines.

- **CTC Extensions**

Sponsors with projects requiring a CTC extension are subject to OBAG projects being removed from the Annual Obligation plan and reprogrammed to a later year in the federal TIP, and will have low-priority for including their OBAG 2 projects in the following annual obligation plan, until the sponsor can demonstrate the ability to meet regional and state delivery deadlines.

- **Local Bridge Seismic Retrofit Program (LBSRP) Delivery Requirements**

The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (Prop 1B) includes \$125 million of state matching funds to complete LBSRP. These funds provide the required local match for right of way and construction phases of the remaining seismic retrofit work on local bridges. Several projects within the program have not yet proceeded to construction – 12 years after voters approved funding for the program and 24 years after the Northridge Earthquake and 29 years after the Loma Prieta Earthquake.

Each project in the LBSRP is monitored by Caltrans at the component level for potential scope, cost, and schedule changes to ensure timely delivery of the full scope as approved and adopted. Project delivery milestones are determined by agreement between Caltrans and the local agency. Local agencies are not allowed to change the schedules once the agreements are signed. Projects programmed in the current FFY, for which federal funds are not obligated by the end of the FFY, may be removed from the fundable element of the TIP at the discretion of the Caltrans.

Because of the interest of the California Transportation Commission (CTC) with delivery of the remaining projects in the Local Bridge Seismic Retrofit Program, project sponsors with remaining seismic bridge projects will need to provide MTC and the respective Bay Area County Transportation Agency with updated status reports at least twice a year.

Sponsors with seismic retrofit bridge projects in the current FFY that do not deliver by the agreement date, will have low-priority for including their OBAG 2 projects in the next Annual Obligation plan. OBAG 2 funds will only be included if capacity is available after all other requests have been considered, and the agency has demonstrated the ability to meet regional and state delivery deadlines.

NOTE: Per CTC guidelines, project sponsors of LBSRP projects that miss the milestone delivery deadline identified in the LBRP bridge agreement are ineligible to receive future Highway Bridge Program (HBP) program funding from the CTC until the offending delivery milestone is met.

- **~~Timely Obligations~~**

~~In response to FHWA's concern regarding timely obligations, MTC Resolution 3606 policies and procedures will be adjusted accordingly on a temporary basis and later incorporated into MTC Resolution 3606 Delivery Guidance.~~

~~The Federal Highway Administration (FHWA) is concerned with projects receiving an authorization (obligation) and not having reimbursable expenses within **6 months**. This trend is impacting the number of inactive obligations. The FHWA is watching this trend and will be examining options to address the situation.~~

- **RFA Submittal Deadline - December 1**

The Regional Funding delivery policy, MTC Resolution 3606 requires a complete, funding obligation/FTA Transfer Request For Authorization (RFA) package to Caltrans Local Assistance by December 1 of the fiscal year the funds are listed in the TIP.

- **Construction Advertisement / Award Deadline**

The Regional Funding delivery policy, MTC Resolution 3606 states that for the Construction (CON) phase, the construction/equipment purchase contract must be advertised within 3 months and awarded within 6 months of obligation / E-76 Authorization (or awarded within 6 months of allocation by the CTC for funds administered by the CTC). However, regardless of the award deadline, agencies must still meet the invoicing deadline for construction funds. Failure to advertise and award a contract in a timely manner could result in missing the subsequent invoicing and reimbursement deadline, resulting in the loss of funding. Agencies must submit the complete award package immediately after contract award and prior to submitting the first invoice to Caltrans in accordance with Caltrans Local Assistance procedures. Agencies with projects that do not meet these award deadlines will have future programming and OA restricted until their projects are brought into compliance (CTC - administered construction funds lapse if not awarded within 6 months).

Until the Bay Area partnership working group develops procedures to address inactive obligations, the project award provision of MTC Resolution 3606 will be expanded to include the encumbrance of non-construction funds within 6 months, and require the agency to notify the respective County Transportation Agency (CTA) and MTC staff if funds are not awarded/encumbered within 6 months of obligation.

- **Advance Construction Authorization (ACA)**

The regional funding delivery policy, MTC Resolution 3606 states that agencies that cannot meet the regional, state or federal deadlines subsequent to the obligation deadline (such as award and invoicing deadlines) have the option to use Advance Construction Authorization (ACA) rather than seeking an obligation of funds and risk losing the funds due to missing these subsequent deadlines. For example if the expenditure of project development funds or award of a construction contract, or project invoicing cannot easily be met within the required deadlines, the agency may consider using ACA until the project phase is underway and the agency is able to meet the deadlines.

MTC Resolution 3606 also states that Advance Construction Authorization does not satisfy the regional obligation deadline requirement.

In response to FHWA's concern regarding timely obligations, agencies may want to consider the use of Advance Construction Authorization (ACA) if they are unable to encumber funds within 6 months of obligation. Furthermore, until the Bay Area partnership working group develops procedures to address timely obligations, the use of ACA will satisfy the regional obligation deadline requirement.

- **Regional Invoicing and Reimbursement Deadlines – Inactive Projects**

The regional funding delivery policy, MTC Resolution 3606 states that project sponsors must submit a valid invoice to Caltrans Local Assistance at least once every 6 months and receive a reimbursement at least once every 9 months, but should not submit an invoice more than quarterly. Agencies with projects that have not been invoiced against at least once in the previous 6 months or have not received a reimbursement within the previous 9 months have missed the invoicing/reimbursement deadlines and are subject to restrictions placed on future regional discretionary funds and the programming of additional federal funds in the federal TIP until the project receives a reimbursement.

Until the Bay Area partnership working group develops procedures to address inactive obligations, the project invoicing provision of MTC Resolution 3606 are modified to require agencies to invoice federal funds 6 months following federal authorization (obligation) and receive a federal reimbursement within 9 months of authorization, and must invoice quarterly thereafter. Agencies must notify the respective County Transportation Agency (CTA) and MTC staff if federal funds are not awarded/encumbered within 6 months of obligation. Projects sponsors should consider including funds in the Construction Engineering (CE) phase, so that staff costs may be charges should award, and expenditure of eligible costs be delayed.

For clarification, within MTC Resolution 3606, reference to reimbursement refers to the reimbursement of federal funds. Federal funds are not considered reimbursed until the expenditure shows up in the federal Fiscal Management Information System (FMIS) and subsequently removed from any inactive obligation listing.

FY 2020-21 CTC Allocation Plan

LSRPDWG Item 3F.iv

MTC FY 2020-21 CTC Allocation Plan Project List September 2, 2020																	Remaining		Total	Total
County	Sponsor	Program	Fund Source	PPNO	FPN	Phase	Project Title	Upcoming Deadline	CTC Allocation					Award Information			Balance	Alloc Amount	Total	
									Latest Action	Latest Action Date	CTC Allocation Date	Planned Alloc Date	Allocation Deadline	Planned Award Date	Award Date	Deadline				
Alameda	AC Transit	LPP-C	LPP-ST	2320B	-()	CON	Purchase Zero Emission Buses	Allocation	Allocation	6/24/2020	6/24/2020	10/21/2020	1/31/2020			6/30/2021	\$15,000,000	\$0	\$15,000,000	
Alameda	ACPW	ATP-REG	ATP-ST	2332	-()	CON-NI	Active and Safe Oakland	Allocation	Allocation	3/25/2020	3/25/2020	1/30/2020	1/31/2020			3/31/2021	\$999,000	\$0	\$999,000	
Alameda	ACTC	TCEP	TCEP-ST	2103D	-()	CON	7th St. Grade Separation (East)	Allocation	Amend Pending	10/21/2020		1/30/2020	1/31/2020				\$105,000,000	\$0	\$175,000,000	
Alameda	ACTC	ATP-REG	ATP-ST	2333	-()	CON-NI	Alameda County School Travel Opportunities Program	Expenditure	Allocation	6/27/2019	6/27/2019	6/27/2019	1/31/2020			12/31/2019	\$3,761,000	\$0	\$3,761,000	
Alameda	ACTC	ATP-REG	ATP-ST	2323	ATPL-6480()	CON	I-80 Gilman I/C Bike/Ped Over-crossing & Access Imps	Allocation	Allocation	8/13/2020	8/13/2020	8/13/2020	8/31/2020			8/31/2021	\$4,152,000	\$0	\$4,152,000	
Alameda	ACTC	RTIP	RTIP-ST	0080D	-()	CON	Rte 84 Widening, south of Ruby Hill Dr to I-680	Allocation	CTC Ext. to FY21	6/24/2020		6/24/2021	6/30/2021				\$11,114,000	\$0	\$11,114,000	
Alameda	Alameda	ATP-ST		2300	ATPL-5014()	ENV	Central Avenue Complete Street Project	Expenditure	Allocation	8/15/2019	8/15/2019	-	-			N/A	\$180,000	\$0	\$180,000	
Alameda	Albany	ATP-REG	ATP-ST	2334	-()	CON	Ohlone Greenway Trail Safety Improvements	Allocation				1/30/2020	1/31/2020				\$410,000	\$0	\$410,000	
Alameda	Berkeley	ATP-ST	ATP-ST	2322	ATPL-5057()	CON	Berkeley - Sacramento St Complete Streets Imps	Award	Allocation	12/5/2019	12/5/2019	12/5/2019	1/31/2020			6/30/2020	\$1,357,000	\$0	\$1,357,000	
Alameda	EBRPD	ATP-ST	ATP-ST	2320	ATPL-6075()	CON	Doolittle Drive Bay Trail, Martin Luther King Jr. Shoreline, Oakland	Allocation	CTC Ext. to FY21	5/16/2019			2/28/2021				\$4,000,000	\$0	\$4,000,000	
Alameda	Emeryville	ATP-REG	ATP-ST	2306	ATPL-5106()	CON	Bike/Ped Greenway Safety & Connectivity Imp. Project	Award	Allocation	1/31/2019	1/31/2019	-	-			7/31/2019	\$265,000	\$0	\$265,000	
Alameda	Emeryville	TCEP	TCEP-ST	T0004	-()	CON	Quiet Zone Safety Engineering Measures	Allocation	CTC Ext. to FY21	6/24/2020		3/26/2020	2/28/2021			N/A	\$4,200,000	\$0	\$4,200,000	
Alameda	Oakland	ATP-ST	ATP-FED	2307	ATPL-5012()	CON	14th Street: Safe Routes in the City	Allocation	Alloc. Extension pending	10/21/2020		6/30/2021	12/31/2020				\$9,343,000	\$0	\$9,343,000	
Alameda	Oakland	ATP-ST	ATP-FED	2307	ATPL-5012(154)	PSE	14th Street: Safe Routes in the City	Expenditure	Allocation	10/19/2019	10/19/2019	10/10/2019	1/31/2020			N/A	\$1,235,000	\$0	\$1,235,000	
Alameda	Oakland	ATP-ST	ATP-FED	2190R	ATPL-5012(144)	CON	19th St BART to Lake Merritt Urban Greenway	Award	Allocation	5/13/2020	5/13/2020	6/30/2020	12/31/2020			11/30/2020	\$3,883,000	\$0	\$3,883,000	
Alameda	Oakland	ATP-ST	ATP-ST	2308	ATPL-5012(153)	CON	Fruitvale Alive Gap Closure Project	Allocation	CTC Ext. to FY21	5/16/2019			2/28/2021				\$5,000,000	\$0	\$5,000,000	
Alameda	Oakland	ATP-ST	ATP-ST	2324	ATPL-5012()	CON	Oakland Crossing to Safety	Award	Allocation	1/30/2020	1/30/2020	1/30/2020	1/31/2020			7/31/2020	\$1,564,000	\$0	\$1,564,000	
Alameda	Oakland	ATP-REG	ATP-FED	2190V	ATPL-5012(143)	CON	Telegraph Ave Complete Streets	Allocation	CTC Ext. to FY21	5/16/2019			9/30/2020	-	-	-	\$3,677,000	\$0	\$3,677,000	
Contra Costa	BART	RTIP	RTIP-ST	2010B	TARPSTPL-6000()	CON	Walnut Creek BART TOD Access Improvements	Allocation	CTC Ext. to FY21	5/13/2020		1/30/2020	1/31/2020				\$5,300,000	\$0	\$5,300,000	
Contra Costa	CCTA	LPP-F	LPP-ST	2321B	-()	CON	Innovate 680: I-680 NB HOT/HOV	Award	Allocation	6/27/2019	6/27/2019	6/27/2019	1/31/2020			12/31/2019	\$2,286,000	\$0	\$2,286,000	
Contra Costa	Concord	ATP-REG	ATP-ST	2325	ATPL-5135()	PSE	Downtown Corridors Bike/Ped Improvement	Expenditure	Allocation	1/30/2020	1/30/2020	12/5/2019	1/31/2020			N/A	\$404,000	\$0	\$404,000	
Contra Costa	Concord	ATP-REG	ATP-ST	2325	ATPL-5135()	ROW	Downtown Corridors Bike/Ped Improvement	Expenditure	Allocation	1/30/2020	1/30/2020	12/5/2019	1/31/2020			N/A	\$85,000	\$0	\$85,000	
Contra Costa	Contra Costa County	ATP-ST	ATP-FED	2123A	ATPL-5928(136)	CON	Bailey Road-State Route 4 Interchange	Allocation	Allocation	6/24/2020	6/24/2020	6/30/2020	6/30/2020			6/30/2021	\$3,380,000	\$0	\$3,380,000	
Contra Costa	Contra Costa County	ATP-REG	ATP-FED	2309	ATPL-5928()	PSE	Fred Jackson Way First Mile/Last Mile Connection	Expenditure	Allocation	10/19/2019	10/19/2019	10/10/2019	1/31/2020			N/A	\$161,000	\$0	\$161,000	
Contra Costa	El Cerrito	LPP-F	LPP-ST	2321E	-()	CON	Central Avenue and Carlson Blvd. Pavement Rehabilitation	Award	Allocation	12/5/2019	12/5/2019	10/10/2019	1/31/2020			6/30/2020	\$100,000	\$0	\$100,000	
Contra Costa	Martinez	LPP-F	LPP-ST	2321F	-()	CON	Arnold Drive Sidewalk Gap Closure	Allocation	Allocation	6/24/2020	6/24/2020	12/5/2019	1/31/2020			6/30/2021	\$100,000	\$0	\$100,000	
Contra Costa	Martinez	LPP-F	LPP-ST	2321D	-()	CON	Martinez Pavement Project	Award	Award Ext.	1/30/2020	6/27/2019	6/27/2019	1/31/2020			6/30/2020	\$200,000	\$0	\$200,000	
Contra Costa	Richmond	ATP-ST	ATP-FED	2122G	ATPL-5137()	CON	The Yellow Brick Road in Richmond's Iron Triangle	Allocation	Allocation	3/25/2020	3/25/2020	1/30/2020	1/31/2020			3/31/2021	\$5,277,000	\$0	\$5,277,000	
Contra Costa	San Pablo	ATP-REG		2122H	ATPL-5303(017)	CON	Rumrill Blvd Complete Streets Improvement	Allocation	Allocation Pending	10/21/2020		10/21/2020	10/31/2020				\$4,010,000	\$0	\$4,010,000	
Contra Costa	San Pablo	LPP-C	LPP-ST	2122H	-()	CON	Rumrill Boulevard Complete Streets	Allocation	Allocation Pending	10/21/2020		10/21/2020	1/31/2020				\$3,200,000	\$0	\$3,200,000	
Marin	Corte Madera	ATP-REG	ATP-ST	2326	-()	PS&E	Central Marin Regional Pathways Gap Closure	Expenditure	Allocation	6/27/2019	6/27/2019	6/27/2019	1/31/2020			N/A	\$345,000	\$0	\$345,000	
Marin	San Rafael	ATP-REG	ATP-FED	2311	ATPL-5043()	CON	Francisco Boulevard East Sidewalk Widening	Award	Allocation	12/5/2019	12/5/2019	12/5/2019	1/31/2020			6/30/2020	\$4,025,000	\$0	\$4,025,000	
Marin	TAM	LPP-F	LPP-ST	2128G	-()	CON	Downtown SMART Station Phase 2	Award	Allocation	8/15/2019	8/15/2019	-	-			2/29/2020	\$483,000	\$0	\$483,000	
Napa	Calistoga	RTIP	RTIP-FED	2130M	-()	CON	SR 128 and Petrified Forest Intersection Imp	Award	Allocation	5/13/2020	5/13/2020	5/13/2020	1/31/2020			11/30/2020	\$475,000	\$0	\$475,000	
Napa	Caltrans	RTIP	RTIP-FED	0376	-()	PSE	Rt 12/29/221 Soscol Intersection separation	Allocation	Allocation	3/25/2020	3/25/2020	3/25/2020	1/31/2020			N/A	\$3,000,000	\$0	\$3,000,000	
Napa	Napa (City)	ATP-REG	ATP-ST	2312	ATPL-6204()	CON	State Route 29 Bicycle & Pedestrian Undercrossing	Allocation	Alloc. Extension pending	10/21/2020		1/28/2021	1/31/2020				\$531,000	\$0	\$531,000	
Napa	NVTA	ATP-REG	ATP-FED	2300B	ATPL-6429()	CON	Napa Valley Vine Trail - St. Helena to Calistoga	Allocation					2/28/2021	-	-	-	\$6,106,000	\$0	\$6,106,000	
Napa	Yountville	RTIP	RTIP-FED	2130N	RPSTPL-5395()	CON	Hopper Creek Pedestrian Bridge and Path Project	Allocation	Allocation	6/24/2020	6/24/2020	6/24/2020	1/31/2020			6/30/2021	\$500,000	\$0	\$500,000	
Regional	BATA	LPP-F	LPP-ST	125	-()	CON	Richmond San Rafael Structural Steel Paint - lower deck and towers	Award	Allocation	8/15/2019	8/15/2019	10/10/2019	1/31/2020			2/29/2020	\$19,885,000	\$0	\$19,885,000	
San Francisco	SFDPW	LPP-F	LPP-ST	2319E	-()	CON	Sunset and Parkside Streets Pavement Renovation	Award	Allocation	12/5/2019	12/5/2019	12/5/2019	1/31/2020			6/30/2020	\$2,104,000	\$0	\$2,104,000	
San Francisco	SFMTA	ATP-REG	ATP-ST	2335	-()	CON	6th Street Pedestrian Safety Project	Allocation	Allocation Pending	10/21/2020		10/21/2020	1/31/2020				\$6,000,000	\$0	\$6,000,000	
San Francisco	SFMTA	ATP-ST	ATP-ST	2319	ATPL-6328(085)	CON	Geneva Ave Pedestrian and Bicycle Safety Improvement	Award	Allocation	1/30/2020	1/30/2020	12/5/2019	1/31/2020			7/31/2020	\$2,350,000	\$0	\$2,350,000	
San Mateo	Caltrans	LPP-C	LPP-ST	0658D	-()	CON	US 101 Managed Lane Project - Northern Segment	Award	Allocation	10/19/2019	10/19/2019	12/5/20								

MTC FY 2020-21 CTC Allocation Plan Project List September 2, 2020																			Total Programmed
											CTC Allocation			Award Information			Remaining Balance	Total Allocations	
County	Sponsor	Program	Fund Source	PPNO	FPN	Phase	Project Title	Upcoming Deadline	Latest Action	Latest Action Date	CTC Allocation Date	Planned Alloc Date	Allocation Deadline	Planned Award Date	Award Date	Deadline	Balance	Alloc Amount	Total
Santa Clara	VTA	RTIP	RTIP-FED	0521C	RPSTPL-6264()	ROW	I-680 Soundwalls - Capitol Expwy to Mueller Ave	Expenditure	Allocation	10/19/2019	10/19/2019	1/30/2020	1/31/2020			N/A	\$355,000	\$0	\$355,000
Santa Clara	VTA	RTIP	RTIP-FED	2015F	-6264()	CON	US 101 Express Lanes - Phase 4 - Civil	Allocation	CTC Ext. to FY21	5/13/2020		1/30/2020	1/31/2020				\$2,300,000	\$0	\$2,300,000
Santa Clara	VTA	RTIP	RTIP-FED	2015J	-6264()	PSE	US 101 Express Lanes - Phase 5 - ETS	Expenditure	Allocation	12/5/2019	12/5/2019	1/30/2020	1/31/2020			N/A	\$10,188,000	\$0	\$10,188,000
Solano	Caltrans	TCEP	TCEP-ST	5301X	-()	CON	I-80/680/12 Interchange Package 2A	Allocation	Allocation	8/13/2020	8/13/2020	8/13/2020	1/31/2020			8/31/2021	\$53,200,000	\$0	\$53,200,000
Solano	Fairfield	ATP-ST	ATP-FED	2315	ATPL-5132()	ENV	East Tabor Tolenas SR2S Sidewalk Closure Gap	Expenditure	Allocation	8/15/2019	8/15/2019	-	-			N/A	\$88,000	\$0	\$88,000
Solano	Suisun City	ATP-REG	ATP-ST	2316	ATPL-5032()	PSE	McCoy Creek Trail - Phase 2	Expenditure	Allocation	8/15/2019	8/15/2019	-	-			N/A	\$650,000	\$0	\$650,000
Solano	Vallejo	ATP-REG	ATP-FED	2231A	ATPL-5030(062)	CON	SRTS Infrastructure & NI: Benicia, Rio Vista, Vallejo	Award	Award Ext.	10/9/2019	3/14/2019	-	-	3/1/2020	-	2/29/2020	\$2,542,000	\$0	\$2,542,000
Sonoma	SMART	ATP-ST	ATP-ST	2318	ATPL-6411(010)	CON	SMART Pathway - Petaluma (Payran to Southpoint)	Award	Allocation	5/17/2018	5/17/2018	-	-			7/31/2019	\$1,461,000	\$0	\$1,461,000
Sonoma	SMART	ATP-REG	ATP-FED	2337	-()	ROW	SMART Pathway Project - Petaluma to Santa Rosa Segment	Allocation	Allocation Pending	10/21/2020		10/21/2020	1/31/2020			N/A	\$1,817,000	\$0	\$1,817,000
Sonoma	SMART	LPP-F	LPP-ST	2318C	-()	CON	SMART Rail Maintenance Equipment Expansion Phase 2	Award	Allocation	8/15/2019	8/15/2019	-	-			2/29/2020	\$743,000	\$0	\$743,000
																	\$222,097,000	\$0	\$292,097,000



Memorandum

5.1

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• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
Jacki Taylor, Senior Program Analyst

SUBJECT: Approve FY 2020-21 Transportation Fund for Clean Air Program

Recommendation

It is recommended that the Commission approve the fiscal year (FY) 2020-21 Transportation Fund for Clean Air (TFCA) Program.

Summary

TFCA County Program Manager funding is generated by a vehicle registration fee collected by the Bay Area Air Quality Management District (Air District) to fund projects that result in the reduction of motor vehicle emissions. The Air District annually approves the program's policies and fund estimate. Per the Air District-approved expenditure plan for FY 2020-21, a total of \$2.901 million of funding is available, consisting of \$2.067 million of new funding that is subject to the Air District's established programming deadline of November 6, 2020, and an additional \$834,000 available from projects that were either recently completed under budget or cancelled. Staff recommends the Commission approve the draft FY 2020-21 TFCA Program (Attachment A). A Commission-approved program of projects is due to the Air District by November 6, 2020.

Background

TFCA funding is generated by a four-dollar vehicle registration fee collected by the Air District. Projects eligible for TFCA funding are to result in the reduction of motor vehicle emissions and achieve surplus emissions reductions beyond what is currently required through regulations, ordinances, contracts, or other legally binding obligations. Projects typically funded with TFCA include shuttles, bicycle lanes and lockers, transit signal priority, signal timing alternative fuel infrastructure and travel demand management (TDM) programs. As the designated TFCA County Program Manager for Alameda County, the Alameda CTC is responsible for programming 40 percent of the TFCA revenue generated in Alameda County and a total of 6.25% percent of new revenue is set aside for the

Alameda CTC's administration of the program. Per the established TFCA distribution formula for Alameda County, 70 percent of the available funds are to be allocated to the cities/county based on population, with a minimum of \$10,000 to each jurisdiction. The remaining 30 percent of funds are to be allocated to transit-related projects on a discretionary basis. A jurisdiction's projected future shares may be borrowed against in order for a project to receive more funds in the current year, which can help facilitate the programming of the portion of funding subject to the Air District's annual programming deadline.

FY 2020-21 Program Development

An annual TFCA Expenditure Plan Application establishes the amount of TFCA funds available for programming to projects and program administration and is based on the Air District's Department of Motor Vehicles (DMV) revenue estimates for the same period. Projects proposed for TFCA funding this cycle are to be consistent with the Air District's FY 2020-21 TFCA County Program Manager Fund Policies (TFCA Policies) and cost-effectiveness requirements. The Air District's TFCA Policies require the new TFCA revenue to be fully programmed on an annual basis. Any new revenue that remains unprogrammed after the established annual programming deadline may be redirected by the Air District to other projects in the region. Additionally, TFCA funding is intended for near-term transportation improvements and for this cycle, approved projects are to start by December 2021.

The Alameda CTC's FY 2020-21 Expenditure Plan Application, approved by the Commission in February 2020 and by the Air District Board in May 2020 identified \$2.9 million of funding available for programming to eligible projects. Of the total, \$2.067 million is new funding subject to the Air District's annual programming deadline of November 6, 2020. The balance comprises TFCA funds from prior cycles that have been returned to the fund estimate from projects that were either cancelled or completed under budget, which is not subject to the November programming deadline. For reference, the Alameda CTC's FY 2020-21 TFCA fund estimate, with share balances by jurisdiction, is included as Attachment B.

Development of the FY 2020-21 Program

A FY 2020-21 TFCA call for projects was released March 31, 2020. Due to the impacts from COVID-19 continuing through the spring, the initial application period was extended from 4 weeks to 3 months closing June 30, 2020. A total of nine (9) applications were received requesting \$2.8 million of funding. The recommended amounts included in the proposed FY 2020-21 Program (Attachment A) are based on the Air District's current TFCA eligibility and cost-effectiveness requirements. The recommended program includes \$2.072 million of funding for eight (8) projects, which includes the entire \$2.067 million of new revenue subject the November 2020 programming deadline, and \$4,632 of the \$834,000 balance available from completed/closed projects. The recommended program funds

continuation of existing transit and TDM operations, new bike facilities and a pilot EV charging installation project sponsored by East Bay Community Energy (EBCE). For this project, the TFCA award is programmed from Piedmont's share of the TFCA fund estimate and represents Piedmont's contribution to the project, but EBCE will be the project sponsor and implementing agency. As noted in the program summary, two project's, Berkeley's Bike Parking Program and Oakland's E. 12th street represent projects with previously approved TFCA funding that have experienced delays to the project start date and absent achieving the significant progress required to support a time extension these projects were to be cancelled, requiring the sponsors to reapply for new funding and evaluated based on current TFCA policies.

Next Steps

A Commission-approved program of projects is due to the Air District by November 6, 2020. Following the program submittal, the Alameda CTC will prepare and execute project-specific funding agreements with project sponsors.

The remaining unprogrammed balance of \$829,425 will be programmed through the 2022 CIP call for projects, tentatively scheduled for release in November 2020.

Fiscal Impact: TFCA funding is made available by the Air District and will be included in the Alameda CTC's FY 2020-21 budget.

Attachments:

- A. Alameda CTC FY 2020-21 TFCA Program Recommendation
- B. Alameda CTC FY 2020-21 TFCA Fund Estimate

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TFCA County Program Manager Fund, Draft FY 2020-21 Program

70% Cities/County Share								
Sponsor	Project Name	Project Description	Total Project Cost	Amount Requested	TFCA Share	TFCA Cost-effectiveness (\$ TFCA/ton)	TFCA Recommended	Notes
Alameda County Public Works	East Lewelling Blvd Class 4 Bike Lanes	East Lewelling Blvd Class 4 Bike Lanes. Installation of Class IV Bikeway along East Lewelling Boulevard between Meekland Avenue and Mission Blvd in Unincorporated Alameda County. Project will close a gap in the existing bicycle facilities.	\$ 9,250,000	\$ 175,000	\$ 422,056	\$ 496,667	\$ 137,000	
Alameda CTC	Countywide Transportation Demand Management (TDM) Program	Countywide TDM program, FYs 2021-22 and 2022-23. The TDM program includes Guaranteed Ride Home (GRH); IBike, carpool and transit promotional campaigns; Bike Safety Education classes. Of total cost and recommendation, 30% is assigned to the transit portion of the TFCA fund estimate.	\$ 585,200	\$ 585,200	NA	\$ 90,763	\$ 474,600	
Berkeley	Citywide Bicycle Parking Program	The project will purchase and install bicycle parking infrastructure throughout the City of Berkeley's commercial mixed-use corridors during FYs 2020-21 and 2021-22. The project will expand the number of available bike parking spaces by a minimum of 633 spaces.	\$ 149,000	\$ 117,000	\$ 256,733	\$ 248,552	\$ 117,000	Note 1
Oakland	E. 12th St Bike Lanes	In Oakland, on East 12th St, install bikeway, 35th - 54th Aves, including a two-way Class 4 protected bicycle lane from 40th Ave to 44th Ave. The project will result in a continuous bikeway in the International Blvd corridor from downtown Oakland, through East Oakland and provide a direct connection to Fruitvale BART.	\$ 4,325,000	\$ 300,000	\$ 94,461	\$ 494,239	\$ 215,000	Note 2
Oakland	Broadway Shuttle Operations	The Oakland Broadway Shuttle (the "B") operates between the Jack London Amtrak Station & Grand Ave, weekdays, 7am - 10pm, at 12-15 minute frequencies. FY 2021-22 operations.	\$ 1,005,000	\$ 265,000	\$ 94,461	\$ 248,822	\$ 187,000	Notes 3, 4
Piedmont/ East Bay Community Energy	EV Charging in Piedmont	Within the City of Piedmont, East Bay Community Energy (EBCE) will install two dual-port Level 2 and one single-port Level 2 on Grand and Highland Aves and 2 dual-port DC Fast chargers in the Community Hall parking lot in spaces reserved for EV only. TFCA funding is for purchase and installation costs and is based on the chargers remaining in operation for a minimum of 3 years.	\$ 211,300	\$ 120,000	\$ 120,063	\$ 144,930	\$ 120,000	
San Leandro	LINKS Shuttle Operations	The San Leandro LINKS Shuttle provides free shuttle transportation from the San Leandro BART station to the industrial area west of I-880. LINKS operates Monday - Friday during peak commute hours, 5:45 - 9:45 am and 3:00 - 7:00 pm. The service operates two buses each on a North and South Loop. FYs 2020-21 & 2021-22 operations.	\$ 1,558,000	\$ 158,000	\$ 412,412	\$ 248,992	\$ 128,000	Note 4
Subtotal Cities/County (70%) Requested				\$ 1,720,200	Amount Recommended	\$ 1,378,600		
					TFCA 70% Available to Program	\$ 2,332,726		
					Balance	\$ 954,126		

TFCA County Program Manager Fund, Draft FY 2020-21 Program

30% Transit Discretionary Share									
Sponsor	Project Name	Project Description	Total Project Cost	Amount Requested	TFCA Share	TFCA Cost-effectiveness (\$ TFCA/ton)	TFCA Recommended	Notes	
Alameda CTC	Countywide TDM Program	Countywide TDM program, FYs 2021-22 and 2022-23 (30% of program)	\$ 250,800	\$ 250,800	NA	\$ 90,763	\$ 203,400		
LAVTA	Route 30R Weekday Operations	LAVTA's Rte 30R/ Rapid provides feeder service for key commute areas in Livermore, Dublin and Pleasanton including from LLNL/Sandia National Labs to West Dublin/Pleasanton BART via Livermore Transit Center/ACE, Las Positas College, and Dublin/Pleasanton BART station. Serivce operates 5am-1am, with 15-minute headways 6am-7pm. FYs 2021-22 & 2022-23 weekday operations.	\$ 8,691,000	\$ 490,000	NA	\$ 236,386	\$ 490,000	Note 4	
		Subtotal Transit Discretionary (30%) Requested		\$ 740,800	Amount Recommended		\$ 693,400		
							TFCA 30% Available to Program	\$ 568,699	
							Balance	\$ (124,701)	

Program Summary	New FY 2020-21 Fund Estimate	Prior Year Adjustments	Funds Available to Program	Amount Requested	TFCA Recommended	Balance (Available less Recommended)
Subtotal 70% Cities/County	\$ 1,447,158	\$ 885,568	\$ 2,332,726	\$ 1,720,200	\$ 1,378,600	\$ 954,126
Subtotal 30% Transit	\$ 620,210	\$ (51,511)	\$ 568,699	\$ 740,800	\$ 693,400	\$ (124,701)
Total FY 2020-21 Program	\$ 2,067,368	\$ 834,057	\$ 2,901,425	\$ 2,461,000	\$ 2,072,000	\$ 829,425
Portion of remaining balance subject to Nov 2020 programming deadline ⁵ :						\$ -

Notes:

1. This project is proposed to replace existing TFCA project 18ALA01. Projects with delayed start dates are to be cancelled and reevaluated for a new TFCA award based on current BAAQMD policies. The cancelled grant will return \$180K to Berkeley's share of the FY 2021-22 TFCA Fund Estimate.
2. This project is proposed to replace existing TFCA project 19ALA05. Projects with delayed start dates are to be cancelled and reevaluated for a new TFCA award based on current BAAQMD policies. The cancelled grant will return \$140K to Oakland's share of the 2021-22 TFCA Fund Estimate.
3. In 2019, the Broadway shuttle received a continuing policy waiver from the Air District for duplication of service.
4. Recommendation reflects a higher cost-effectiveness threshold (\$250K TFCA per ton of emissions reduced) for shuttle services in Air District-defined Community Air Risk Evaluation (CARE) areas.
5. Any new FY 2020-21 revenue left unprogrammed as of November 6, 2020 may be programmed directly by the Air District.

Alameda CTC TFCA County Program Manager Fund: FY 2020-21 Fund Estimate

A										B	C	D	E (B-C+D)	F (A+E)
Agency	Population (Estimate ¹)	% Population	Total % of Funding	TFCA Funds Available (new this FY)	Balance from Previous FY	Programmed Last Cycle	Funds Available from Closed Projects	Rollover (Debits/ Credits)	TFCA Balance (New + Rollover)					
Alameda	79,316	4.75%	4.75%	\$ 68,756	\$ (8,203)	\$ 191,051	\$ 6,940	\$ (192,314)	\$ (123,557)					
Alameda County	149,536	8.96%	8.96%	\$ 129,627	\$ 431,648	\$ 275,305	\$ 136,085	\$ 292,428	\$ 422,056					
Albany	19,393	1.16%	1.16%	\$ 16,811	\$ (23,294)	\$ 3,878	\$ 1,697	\$ (25,475)	\$ (8,664)					
Berkeley	123,328	7.39%	7.39%	\$ 106,909	\$ 163,838	\$ 24,805	\$ 10,792	\$ 149,825	\$ 256,733					
Dublin	64,577	3.87%	3.87%	\$ 55,979	\$ 221,019	\$ 1,015,290	\$ 5,651	\$ (788,621)	\$ (732,642)					
Emeryville	11,885	0.71%	0.71%	\$ 10,303	\$ (190,606)	\$ 2,441	\$ 1,040	\$ (192,008)	\$ (181,705)					
Fremont	232,532	13.93%	13.93%	\$ 201,574	\$ 101,042	\$ 47,919	\$ 20,347	\$ 73,470	\$ 275,043					
Hayward	159,433	9.55%	9.55%	\$ 138,207	\$ 137,361	\$ 32,978	\$ 37,369	\$ 141,752	\$ 279,959					
Livermore	91,039	5.45%	5.45%	\$ 78,918	\$ 592,632	\$ 18,605	\$ 7,966	\$ 581,993	\$ 660,912					
Newark	48,712	2.92%	2.92%	\$ 42,227	\$ 474,773	\$ 9,661	\$ 4,262	\$ 469,374	\$ 511,601					
Oakland	432,897	25.93%	25.93%	\$ 375,263	\$ 21,598	\$ 352,279	\$ 49,880	\$ (280,802)	\$ 94,461					
Piedmont	11,420	0.68%	0.69%	\$ 10,000	\$ 111,456	\$ 2,402	\$ 1,009	\$ 110,063	\$ 120,063					
Pleasanton	80,492	4.82%	4.82%	\$ 69,776	\$ (41,504)	\$ 96,120	\$ 196,043	\$ 58,420	\$ 128,195					
San Leandro	89,825	5.38%	5.38%	\$ 77,866	\$ 344,514	\$ 17,829	\$ 7,860	\$ 334,546	\$ 412,412					
Union City	74,916	4.49%	4.49%	\$ 64,942	\$ 382,218	\$ 235,856	\$ 6,555	\$ 152,917	\$ 217,859					
TOTAL 70% Cities/County:	1,669,301	100%	100%	\$ 1,447,158	\$ 2,718,490	\$ 2,326,419	\$ 493,497	\$ 885,568	\$ 2,332,726					

FY 2019-20 TFCA New Revenue	\$ 2,078,522
<i>Less 6.25% for Program Administration</i>	<i>\$ (129,908)</i>
Subtotal New Programming Capacity	\$ 1,948,614
Calendar Year 2019 Interest Earned	\$ 118,754
Total New Programming Capacity	\$ 2,067,368

	Totals	Cities/County (Shares) 70%	Transit (Discretionary) 30%
Total New Programming Capacity	\$ 2,067,368	\$ 1,447,158	\$ 620,210
Funds Available from Closed Projects Adjustment	\$ 834,057	\$ 493,497	\$ 340,560
FY 2019-20 Rollover (debit/credit) Adjustment	\$ -	\$ 392,071	\$ (392,071)
Total Adjustments ²	\$ 834,057	\$ 885,568	\$ (51,511)
Adjusted Total Available to Program	\$ 2,901,425	\$ 2,332,726	\$ 568,699

Notes:

1. Dept. of Finance (www.dof.ca.gov) population estimates as of 1/01/2019 (released May 2019).
2. Includes TFCA programming actions and returned funds from closed projects as of 10/31/19.

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Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

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DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

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

SUBJECT: 2020 Countywide Transportation Plan: New Mobility Roadmap
Initiatives and Near-Term Priority Actions Update

Recommendation

Receive an update on the New Mobility Roadmap and the draft initiatives and near-term priority actions, which represent the technology component of the 2020 Countywide Transportation Plan (CTP). This is an information item.

Summary

Alameda CTC initiated the New Mobility Roadmap (Roadmap, previously called a Framework) to proactively plan for new mobility technologies and services in Alameda County. The intent is to support high quality, modern infrastructure and convenient travel options enabled by new technologies and services. The Roadmap seeks to leverage potential benefits and strategically manage risks to protect users and infrastructure.

Development of the Roadmap has been closely guided by a Technology Working Group (TWG) comprised of representatives from jurisdictions and transit agencies in Alameda County to ensure it is relevant and responsive to local conditions. At the June ACTAC meeting, and July Multimodal Committee and Commission meetings, staff presented the key elements of the Roadmap, including the goals and strategies, which are included in Attachment A. Feedback from the Commission was used to refine the goals and guide development of the initiatives and near-term actions.

Staff then identified a comprehensive list of potential actions in areas of policies, projects, programs, and pilots that could be taken to address and implement new mobility technologies and services in Alameda County. These potential actions are packaged into initiatives shown in Attachment B. Collectively, these initiatives and actions can address the advent and growth of new mobility technologies and services in Alameda County and realize the outcomes identified by the goals and

strategies. They are envisioned to be a resource as agencies seek to identify actions to support new technologies; not all initiatives can be advanced in the near-term.

Working with the TWG, staff identified a handful of priority actions for near-term implementation shown in Attachment C. These near-term actions are a key outcome of the New Mobility Roadmap; they provide a starting point for Alameda CTC and our partners to start addressing New Mobility in Alameda County. Within this near-term list, there are four actions deemed highest priority by the TWG which are shown in red under each of the relevant initiatives below.

At the October PPLC and ACTAC meetings, staff will present the draft initiatives and near-term actions for feedback prior to finalizing the document later this year.

Background

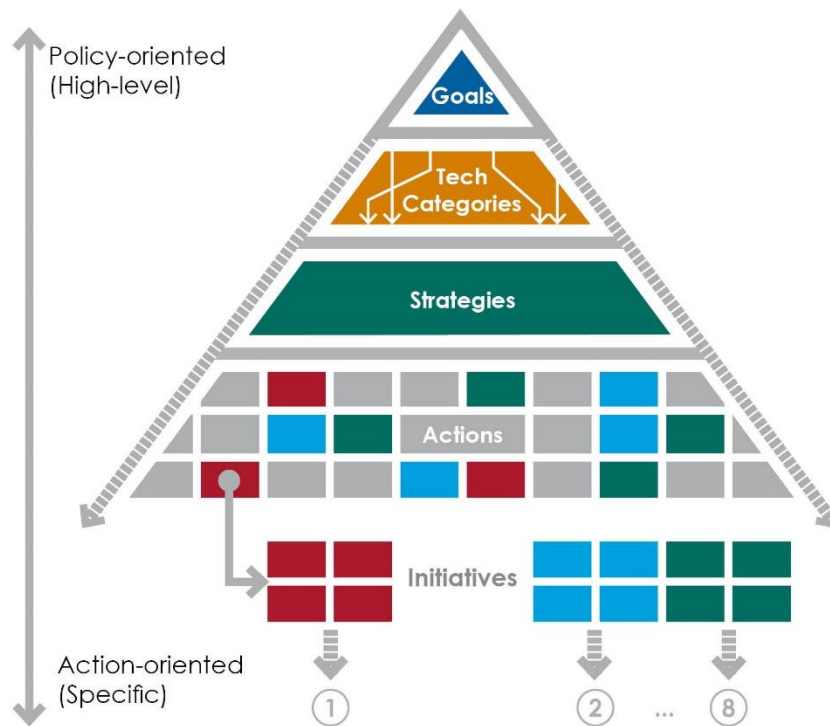
The Roadmap has been developed with a clear acknowledgement of the rapid and continuing change throughout the transportation industry and an understanding that this evolution impacts mobility for everyone, both positively and negatively. Development of this Roadmap has been a multi-step process that started with ten goals which define broad desired outcomes for new mobility technologies and services. These were derived from the Countywide Transportation Plan and adapted to be in alignment with the new mobility context. Next, a set of strategies were developed for each goal to respond to specific challenges and opportunities inherent in new mobility technologies and services. These strategies leverage the technology capabilities in the areas of connected, automated, electrified, shared services, and large data sets, and identify ways to harness the opportunities they offer and mitigate risks. These were discussed at the June ACTAC, and July PPLC and Commission meetings.

New Mobility Goals

- Multimodal and High Occupancy
- Safety
- Environment
- Equity and Accessibility
- Service Quality
- Cost Efficiency
- Connectivity
- Economy
- Data Sharing and Security

The four core elements of the Roadmap: goals, strategies, actions, and initiatives are illustrated in Figure 1 below.

Figure 1. New Mobility Roadmap Core Elements



Goal: Desired outcomes for new mobility technologies and services defined in broad terms

Technology Categories: Range of evolving technologies and services to ensure Roadmap covers full breadth of advancements

Strategies: Approaches to achieve each goal

Actions: Specific steps to support each of the strategies

Initiatives: Groups of related actions that define the New Mobility Roadmap; intended to inform Alameda CTC and partner agency efforts in coming years

Draft New Mobility Initiatives

A broad range of potential actions were identified to execute each strategy, designed to be both specific and realistic enough to implement. Related actions were categorized and compiled into seven major initiatives, which group similar actions together into more comprehensive approaches. These initiatives define a comprehensive roadmap for Alameda County regarding new mobility that Alameda CTC, local jurisdictions, regional and state partners and transit agencies could pursue in partnership with appropriate private sector organizations over the next five to ten years.

The seven initiatives are listed here and fully described in Attachment B:

1. Transit Integration Initiative aims to identify and improve a network of major transit corridors to support transit as it evolves. These corridors could include: signals that prioritize public transit vehicles; multimodal hubs that have first mile/last mile connections; and ITS infrastructure equipped to enable new and emerging modes of transit, e.g. connected and/or automated vehicles. For travelers, this will result in

more reliable, frequent, and faster service, with more options for first mile/last mile connectivity to their destination.

2. Coordinated Information Technology Services (ITS) Initiative aims to modernize ITS for Alameda County through promoting compatibility for the physical ITS infrastructure, applications, and communications across jurisdictions and transit agencies. Advanced ITS on Alameda County roads is essential to deploy and support new mobility technologies and services and maximize the capacity and use of the existing transportation system.
3. Transportation Demand Management (TDM) Initiative would strive to develop a holistic Countywide TDM Program integrating Alameda CTC's TDM efforts with local and regional TDM programs to focus on both traditional tactics for managing travel demand and Active Transportation Demand Management (ATDM) strategies that leverage data and incentives, supported by digital platform(s), to shift traveler behavior.
4. Electric Mobility Initiative is intended to establish a coordinated approach to promoting electrified mobility for a range of modes. The initiative will work to encourage electric vehicle charging stations in strategic locations to improve user access, facilitate electrification of fleet vehicles, and test and promote manufacturer-agnostic charging technologies.
5. Equity and Accessibility Initiative aims to support new mobility as a tool to promote equitable outcomes for Alameda County communities. The approach will identify mobility needs and gaps in disadvantaged communities and where new mobility technologies could meet those needs/fill those gaps, identify challenges that result in people being left without mobility access and how to avoid those moving forward, and explore how to prevent new mobility from exacerbating existing inequalities.
6. Mobility Coordination and Innovation Initiative is intended to produce a framework to explore and facilitate the sharing of knowledge and guidance to effectively address new mobility, especially in areas where a coordinated approach is critical. It will also seek to support innovative approaches to mobility by local jurisdictions and transit agencies.
7. The Data and Automation Initiative identifies ways for agencies in Alameda County to address the emerging trend towards vehicle automation within the county's transportation system, and the proliferation of data made available by new mobility technologies and services.

Near-Term Actions

New mobility technologies and services are evolving rapidly and the full suite of initiatives and actions described above allow Alameda County to stand poised to capitalize on opportunities and carefully avoid risks as this change unfolds. However,

the realms of new mobility are vast and resources are limited, so a sub-set of near-term actions have been defined.

To prioritize amongst the full range of initiatives and identify those best suited for near-term implementation, staff developed a qualitative rubric which looked at how each action meets the range of goals, offers cross-cutting benefits, meets the most urgent needs, and is realistic for short-term implementation.

Prioritization Approach

Relationship to Goals – While the full suite of identified actions has been designed to fully realize the outcomes defined in the goals, some actions provide cross-cutting benefits and can quickly provide broad benefits. With this in mind, as a first step, every action has been evaluated against the entire set of goals in addition to its primary goal.

Urgency/Readiness - The relative urgency of each action and its ability to capitalize on existing opportunities was assessed based on the following criteria:

- *Opportunity for Action* – Does the current environment/ecosystem warrant an urgent action on the part of Alameda CTC or member jurisdictions and agencies?
- *Readiness* – The technology development is sufficiently advanced that work will not become obsolete in near-term.
- *Risk Avoidance* – Has a technology been introduced or evolved in a way that requires action to address or mitigate risks or negative outcomes?
- *Momentum* – Is there an existing effort underway within Alameda County or the Bay Area that an action can build upon?
- *Demonstrated Need* – Are there any extenuating circumstances that warrant additional focus or action now?

Recommended Near-Term Actions

Based on discussion with the TWG, below are the four near-term actions recommended to advance in partnership with local jurisdictions, transit agencies, regional and state partners, and the private sector. Discussion with the TWG focused on what initiatives and actions they determined to be most valuable and urgent for their communities.

- **Pilot an innovative major transit corridor** to facilitate corridor-wide transit priority technology installation and integration. This will build on existing efforts and prepare the corridor to be “future-ready” by combining emerging transit concepts, advanced enabling infrastructure, charging infrastructure, and first mile/last mile mobility options (potentially including mobility hubs). This could create a foundation for a network of major transit corridors or future-ready corridors across the county.
- Develop a **Countywide ITS strategy** to coordinate system functionality across jurisdictions and identify needs and gaps related to ITS infrastructure. This will include a technology infrastructure inventory to understand current systems and

planned improvements, countywide ITS standards to define functionality and compatibility, approaches for public/private partnerships, and functionality such as Transit Signal Priority (TSP) and Emergency Vehicle Preemption (EVP).

- Explore and gather **equity-related best practices** and efforts related to new mobility technologies and services. This could include minimum standards of service for mobility providers, universal accessibility standards for mobility-related digital interfaces that address different barriers to use, and a guidance for evaluating new-mobility-related projects for equity impacts. This could eventually feed into a set of guidance that local jurisdictions and transit agencies can use in new mobility related projects.
- Pilot a **Mobility Hub** building on existing local and regional efforts that will test and evaluate effective approaches to connecting travelers to transit hubs.

Next Steps

Staff will integrate comments received from the Commission into a final New Mobility Roadmap, including initiatives and near-term actions, for approval at the end of the year. The New Mobility Roadmap will be included in the 2020 CTP, which is scheduled for adoption in November 2020.

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

Attachments:

- A. New Mobility Roadmap – Goals and Strategies
- B. New Mobility Roadmap – Draft New Mobility Initiatives
- C. New Mobility Roadmap – Draft Near-Term Priority Actions

New Mobility Roadmap

Goals and Strategies

These goals and strategies have been refined based upon input received at the June committee and commission meetings, as well as additional input from the TWG. Supporting actions for each strategy have been incorporated into initiatives presented in Attachment B.

Goal: Multimodal and High Occupancy

New Mobility services and technologies must complement public transit and support active transportation and provide convenient travel options while taking into account the urban, suburban, and rural parts of Alameda County. They must also consider effects on traffic congestion, mode choice, and transit reliability.

1. Prioritize reliable, high capacity transit or major corridors
2. Use new mobility services and technology to better connect travelers to transit
3. Promote a full mobility ecosystem throughout the county and its diverse geographies and populations
4. Use advances in technology to improve the effectiveness, affordability, and ease of access to transit

Goal: Safety

New Mobility services and technologies must improve traveler safety and reduce conflicts between modes.

1. Ensure new mobility services and technologies are safe for travelers and all other users of the right-of-way
2. Develop and promote right of way orientations that can accommodate safe deployment of new and emerging modes, services and technologies
3. Develop a coordinated county-wide approach to Intelligent Transportation System (ITS) implementation to increase safety and ensure coordinated management of the transportation system
4. Ensure the transportation system supports resiliency

Goal: Environment

Support system and environmental sustainability, promote convenient non-auto modes, and reduce vehicle miles traveled.

1. Promote the electrification of the vehicle fleet
2. Support infrastructure for zero and near-zero emission truck technology
3. Encourage behavior that reduces pollution

4. Discourage dead-heading, SOV trips, and other behavior detrimental to the transportation system
5. Use technology to promote non SOV mobility options

Goal: Equity and Accessibility

New Mobility services and technologies will be used to advance equitable outcomes through Alameda County's diverse populations, be easily accessible and affordable for all travelers, and distributed equitably as appropriate throughout the County.

1. Continuously identify and address the mobility needs of disadvantaged populations.
2. Guarantee access to all publicly-available mobility options
3. Develop innovative mobility programs to meet the full needs of Alameda County's disadvantaged populations.

Goal: Service Quality

New Mobility services and technologies must support and complement convenient and reliable public transit options and offer high quality travel options to promote a high quality of life for community members.

1. Explore innovative transit service and fare offerings
2. Expand First and Last Mile Options & Improve Access to Major Transit Hubs
3. Use new mobility and associated technologies to provide better level of service, experience, and reduced cost for transit passengers
4. Create a pricing framework that incentivizes travel behavior that aligns with the New Mobility goals, and deters behavior at odds with the goals.

Goal: Cost Efficiency

New Mobility services and technologies must promote a positive fiscal impact on infrastructure investments and delivery of publicly-provided transportation services.

1. Maximize utility of infrastructure
2. Identify and address the risks associated with new and existing infrastructure brought by advances in new mobility and technology
3. Coordinate the rollout of advanced communications infrastructure throughout member jurisdictions, agencies, and providers

Goal: Connectivity

Improve connections across jurisdictions, promote efficient goods movement, offer seamless connectivity through improved modal transfers, and better connect and

integrate land use, housing, jobs and transportation. They must be consistent with a common county-wide approach, and support shared regional communication infrastructure.

1. Promote consistent and frictionless new mobility systems across modes and geographies
2. Promote consistent countywide communication infrastructure inputs and outcomes across communities
3. Facilitate communication, agreements, and partnership between agencies and jurisdictions
4. Prioritize the movement of goods in and out of the Port, and efficient deliveries throughout the county

Goal: Economy

New Mobility services and technologies must support vibrant communities and engage in fair labor practices.

1. Promote agility and flexibility in the management and use of new technologies
2. Leverage the innovation and technological sophistication of the Bay Area to promote local innovations in mobility
3. Protect mobility-related labor across Alameda County

Goal: Data Sharing and Security

New mobility providers, cities, transit and other agencies, and Alameda CTC must engage and collaborate with each other and the community to share all relevant data to improve the transportation system and agency efficiency. They should also protect traveling public and infrastructure from cyber security threats.

1. Establish the function and role of the Alameda CTC related to data sharing and security that will provide the most benefit to member jurisdictions and agencies
2. Promote open access to critical data generated from vehicles operating on public streets
3. Continuously upgrade and protect against risks and mitigate impacts when cyber-attacks do happen
4. Establish minimum standards for the collection, transfer, and storage of data

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Draft New Mobility Initiatives

The Initiatives are the primary outcome of the New Mobility Roadmap effort; they define actions that will direct and shape the work of Alameda CTC and partner agencies regarding implementation of New Mobility¹ in Alameda County over the coming years. Each initiative addresses a major area of New Mobility and includes clear next steps in terms of a set of programs, policies, pilots, and/or projects for Alameda CTC to initiate or coordinate with the member jurisdictions and transit agencies or other regional partners.

The initiatives are the culmination of a multi-step process (shown in Figure 1) that started with ten goals, derived from the Countywide Transportation Plan and aligned with the New Mobility context. Each goal articulates a set of broadly defined desired outcomes for new mobility technologies and services.

A set of strategies was developed for each goal, to respond to some of the specific challenges and opportunities inherent in new mobility technologies and services. These strategies leverage the capabilities offered by these technological and transportation system innovations - connected, automated, electrified, and shared vehicles, as well as greater data availability. The strategies aim to identify ways to harness the opportunities they offer and mitigate risks.

A list of potential actions was then identified to execute each strategy, designed to meet the goals and be both specific and realistic enough to implement.

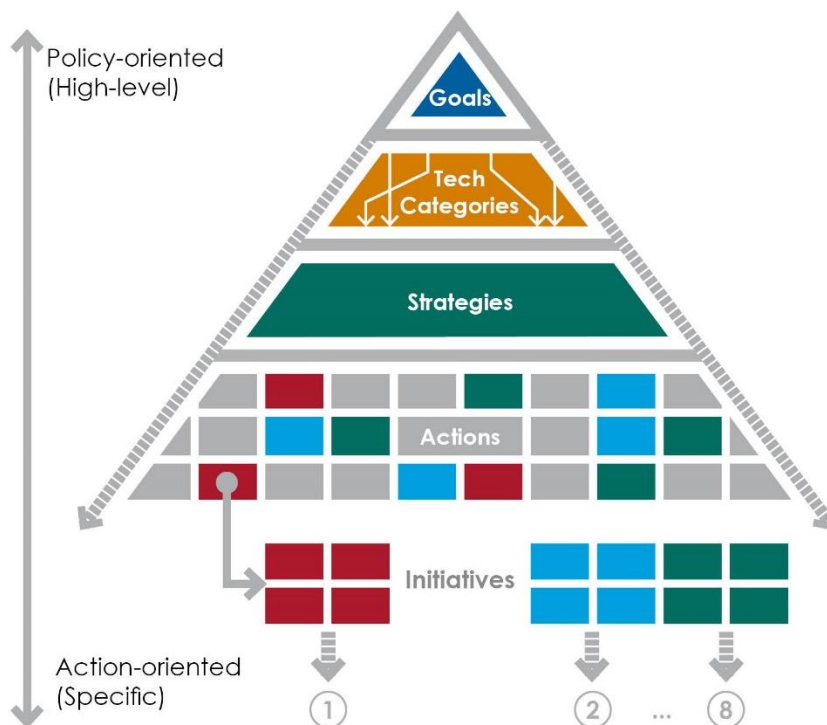
The potential actions were developed in two ways: through “strategy-down” and “action-up” approaches. The strategy-down approach identifies actions in direct response to specific strategies based on knowledge of industry and peer agency efforts, while the action-up approach leverages existing projects, pilots or planning efforts within the county and the region that support various New Mobility strategies. Each action has been customized to Alameda CTC's role in the county and provides clear direction on the necessary steps for implementation. To avoid duplication of effort, and to leverage coordination opportunities, the actions are also aligned with other local and regional efforts, including those led by the Metropolitan Transportation Commission (MTC), member jurisdictions, transit agencies, and other programs or projects led by Alameda CTC.

As a final step, related actions have been grouped into seven major initiatives that together define a roadmap for what Alameda CTC could pursue in close partnership with our jurisdictions, transit agencies and Caltrans over the next five years related to new mobility:

¹ Emerging transportation technologies and services that enable convenient and seamless travel through a wide variety of integrated travel options with supportive transportation infrastructure.

1. Transit Integration initiative
2. Coordinated Intelligent Transportation Systems (ITS) Initiative
3. Transportation Demand Management (TDM) Initiative
4. Electric Mobility Initiative
5. Equity and Accessibility Initiative
6. Mobility Coordination and Innovation Initiative
7. Data and Automation Initiative

Figure 1: New Mobility Roadmap Components and Hierarchy



Goal: Desired outcomes for new mobility technologies and services defined in broad terms

Technology Categories: Range of evolving technologies and services to ensure Roadmap covers full breadth of advancements

Strategies: Approaches to achieve each goal

Actions: Specific steps to support each of the strategies

Initiatives: Groups of related actions that define the New Mobility Roadmap; intended to inform Alameda CTC and partner agency efforts in coming years

1. Transit Integration Initiative

The Transit Integration Initiative aims to identify and improve a network of major transit corridors to support transit as it evolves. These corridors could include: signals

that prioritize public transit vehicles; multimodal hubs that have first mile/last mile connections; and ITS infrastructure equipped to enable new and emerging modes of transit, e.g. connected and/or automated vehicles. For travelers, this will result in more reliable, frequent, and faster service, with more options for first mile/last mile connectivity to their destination.

There are many emerging services and technologies are creating opportunities to improve transit to make it a more attractive and preferred travel choice that could be considered for inclusion in this initiative. They offer opportunities to improve travel times and reliability, consolidate ticketing and payment, and improve comfort for riders.

- 1.1. Establish a network of major transit corridors or future-ready corridors across the county to facilitate prioritizing transit technology installation and integration.
- 1.2. Establish a countywide Corridor Transit Signal Priority (TSP) program, including EVP functionality, to enable effective cross-jurisdictional or long corridor transit operations. This effort can be spearheaded by a pilot corridor TSP project that builds on existing efforts to inform the scaled-up TSP program.
- 1.3. Explore the potential for mobility hubs to provide first mile/last mile mobility that will better connect passengers to major transit networks, potentially facilitating partnerships between private sector mobility providers and member agencies to develop innovative approaches to first mile/last mile connections to transit.
- 1.4. Support and leverage the rollout of Clipper 2.0 to include a broader array of mobility services in Alameda County to consolidate mobility planning, booking, and payment (including for parking) under a uniform platform, and in combination with the Alameda County's TDM program.
- 1.5. Identify ways to better support senior and disabled populations using new mobility services and expanding technology options to be incorporated into Alameda CTC's Paratransit program.

2. Coordinated Intelligent Transportation Systems (ITS) Initiative

Coordinated Information Technology Services (ITS) Initiative aims to modernize ITS for Alameda County through promoting compatibility for the physical ITS infrastructure, applications, and communications across jurisdictions and transit agencies. Advanced ITS on Alameda County roads is essential to deploy and support new mobility technologies and services and maximize the capacity and use of the existing transportation system.

This effort will work towards a consistent ITS system on cross-jurisdictional corridors, enabling enhanced functionality for safe and efficient traffic flow and other functions such as Transit Signal Priority (TSP), Freight Signal Priority (FSP) and

Emergency Vehicle Preemption (EVP). It will also consider the critical infrastructure necessary to support the next generation of mobility technologies, such as connected vehicle applications and autonomous mobility. Benefits of a coordinated ITS system include better travel times for all modes, dynamic traffic management, increased safety, and the ability to prioritize the travel of freight, transit, and emergency vehicles, as needed. Additionally, a coordinated system can optimize the utility of existing infrastructure by adding the future capacity to accommodate new modes, automated and connected vehicles, and new technologies such as adaptive signal controls.

- 2.1. Develop a countywide ITS strategy to coordinate system functionality across jurisdictions, identify needs and gaps, and prioritize ITS infrastructure investments. This will include a technology infrastructure inventory to understand current systems and planned improvements, countywide ITS standards to define functionality and compatibility, approaches for public/private partnerships, and functionality such as Transit Signal Priority (TSP) and Emergency Vehicle Preemption (EVP).
- 2.2. Promote Freight Signal Priority (FSP) on major or congested established truck routes and within impacted communities to reduce pollution and maintain efficient movements.

3. Transportation Demand Management (TDM) Initiative

Transportation Demand Management (TDM) Initiative would strive to develop a holistic Countywide TDM Program integrating Alameda CTC's TDM efforts with local and regional TDM programs to focus on both traditional tactics for managing travel demand and Active Transportation Demand Management (ATDM) strategies that leverage data and incentives, supported by digital platform(s), to shift traveler behavior.

Travel Demand Management is a collection of strategies used to influence and alter traveler behavior, shifting the time, mode, or route of trips to relieve congestion and improve effectiveness of the overall transportation system. It is a way to maximize capacity from our existing transportation infrastructure. ATDM can include multiple approaches spanning demand management, traffic management, parking management, and efficient utilization of other transportation modes and assets; most of them dynamically. Travelers would have access to real-time travel information to make informed decisions on travel options, along with an array of incentives for behavior change. Anticipated outcomes include fewer vehicles on the road, especially during peak times, less congestion, less pollution, and a greater shift toward transit and other non-single-occupant vehicle (SOV) modes. This effort is supportive of Senate Bill 743, and aligns with the environment goal to support

sustainability, promote convenient non-auto modes, and reduce vehicle miles traveled.

- 3.1. Support and advocate for the integration of regional platforms and efforts into TDM programs throughout Alameda County to enable greater access and greater variety of mobility choices, e.g. Clipper 2.0, Clipper Start, and Mobility as a Service (MaaS), Seamless Bay Area, new and emerging ATDM platforms.
- 3.2. Explore and identify most effective policy tools to support shared vehicles and trips and support development and adoption at appropriate jurisdictional level.

4. Electric Mobility Initiative

Electric Mobility Initiative is intended to establish a coordinated approach to promoting electrified mobility for a range of modes. The Initiative will work to encourage electric vehicle charging stations in strategic locations to improve user access, facilitate electrification of fleet vehicles, and test and promote manufacturer-agnostic charging technologies.

It is widely recognized that the shift to electric vehicles is currently underway, and Alameda CTC has an opportunity to accelerate this shift and support electrification of the transportation sector in an efficient manner. Electrified mobility's market share is growing; as the cost of battery storage continues to drop, it will become more competitive with fossil-fuel vehicles. This effort will work towards establishing a network of charging facilities, thus incentivizing adoption and preparing the county for the accelerated adoption of electrified mobility.

- 4.1. Develop a countywide transportation electrification strategy to support the shift to electrified mobility. This strategy should include approaches to ensure resiliency of an electrified transportation system, including on-site electricity generation and micro-grids.
- 4.2. Support electrified heavy vehicle charging infrastructure to serve freight services, transit and other electrified heavy vehicles.

5. Equity and Accessibility Initiative

Equity and Accessibility Initiative aims to support new mobility as a tool to promote equitable outcomes for Alameda County communities. The approach will identify mobility needs and gaps in disadvantaged communities and where new mobility technologies could meet those needs/fill those gaps, identify challenges that result in people being left without mobility access and how to avoid those moving forward, and explore how to prevent new mobility from exacerbating existing inequalities.

Transportation plays a critical role in promoting equity by providing access to opportunities, but in some cases transportation projects and innovations have also created barriers, disrupted communities and exacerbated inequality. As new,

potentially disruptive, modes and technologies play a larger role in Alameda County's transportation ecosystem, a better understanding of the needs and potential impacts on disadvantaged communities should be developed.

This initiative will identify ways in which innovations in transportation can be leveraged to address social disparities and current inequalities. This program is intended to ensure equitable access to transportation for all community members, and establish equity as a key metric in new mobility projects, pilots, and programs. This process will be guided by an Equity Policy Guide for New Mobility a level of service standard with an equity focus, to define the basic components and standards of equity-focused mobility.

- 5.1. Identify ways to incorporate equity considerations into outreach and engagement efforts around New Mobility to understand, coordinate, and address mobility challenges on an on-going basis.
- 5.2. Engage local experts in the Bay Area and use existing research to identify equity and accessibility issues that may be created or intensified by New Mobility modes or services and ways of addressing challenges.
- 5.3. Identify "Mobility Deserts" where community members or population groups have inadequate or limited access to needed mobility options.
- 5.4. Explore equity related policies and efforts for New Mobility technologies and services, and develop an Equity Policy Guide for Alameda CTC, local jurisdictions and transit agencies to apply in projects. This should include minimum standards of service for mobility providers, universal accessibility standards for mobility-related digital interfaces that address different barriers to use, and a guidance for evaluating new mobility related projects for equity impacts.

6. Mobility Coordination and Innovation Initiative

Mobility Coordination and Innovation Initiative is intended to produce a framework to explore and facilitate the sharing of knowledge and guidance to effectively address new mobility, especially in areas where a coordinated approach is critical. It will also seek to support innovative approaches to mobility by local jurisdictions and transit agencies.

This initiative is intended to capture the innovative ecosystem within the Bay Area, and direct those innovations to improve mobility options and effectiveness within Alameda County. This can be accomplished through engaging the private sector as a partner, creating a framework for matching their innovations to meet community needs and facilitating implementation. The outcome of this initiative is expected to be a streamlined process for testing, deploying, and learning from

innovative mobility concepts, and better applying those advances to future projects for the benefit of our communities.

6.1. Develop a systematized approach to coordinate local and regional piloting efforts through piloting process hub where agencies can share template agreements and processes to share experience, knowledge, best practices and approaches to matching community needs to private sector expertise. This hub can also be used to identify best practices to move from pilot to full deployment and evaluation frameworks to understand the potential equity and accessibility impacts of new mobility pilots. The piloting efforts will support the following potential pilot projects that support the New Mobility Roadmap Initiatives, including:

- Mobility Hub Pilot that will test and evaluate effective approaches to connecting travelers to transit.
- Electrified Arterial Corridor Pilot to support stationary and innovative charging technologies, and to explore the inclusion of micro-mobility charging infrastructure.
- Electrified Freight Charging Pilot to test different approaches and charging technologies related to electrified freight.
- Equitable and Accessible Mobility Pilot in underserved communities to explore innovative approaches to mobility such as community rideshare, shared mobility, and microtransit, potentially integrated within Alameda CTC's existing Paratransit program.
- Innovative Transit Pilot to test emerging concepts, such as autonomous and connected transit vehicles, data and information applications, and different modes of operation such as demand responsive transit service.
- Right-of-way Allocation Pilot to rapidly test how new modes fit into the existing right of way, and how interactions between these modes can be made safer.
- Innovative Major Transit Corridor that combines emerging transit concepts, advanced enabling infrastructure, charging infrastructure, and first mile/last mile mobility options integrated into mobility hubs.

6.2. Create an innovation sandbox and grant program to prototype and pilot innovative mobility concepts in Alameda County.

6.3. Establish a formal Technology Working Group (TWG) to become an on-going roundtable to share best practices and coordination with regional and local efforts and facilitate spearheading implementation of the New Mobility Roadmap and associated projects, pilots, and programs. The TWG will advise on and advocate for coordination between local jurisdictions and transit agencies,

and working with regional and state entities as appropriate. In addition, the TWG will guide development of best practices for future-proofing, pricing framework for incentivizing behavior, and key policy guidance efforts as identified below:

- Parking – Explore creative and effective strategies to address parking issues, such as advanced parking management deployed by jurisdictions and best practices for parking and development policies related to the impacts of new mobility.
- Curb Management - Explore creative and effective curb management strategies as part of corridor studies and share lessons learned with jurisdictions

6.4. Engage in and advocate as needed for the County's shared interests to regional and state entities for regional and state legislative and policy efforts, and to address the potential negative impacts of emerging modes and services on labor, mode interactions, and impacts on the greater transportation system.

6.5. Explore and identify effective ways to work with Transportation Network Companies (TNC's) and navigation platforms and engage with them to reduce the traffic and congestion impacts on community streets.

6.6. Explore options to develop a resiliency guidance to identify risks, vulnerabilities, and mitigation efforts for technology-enabled infrastructure, new mobility modes, and cyber security to ensure Alameda County's transportation system continues functioning when disasters occur. This effort should be coordinated with MTC's Regional Communication Plan to ensure redundancy where possible.

7. Data and Automation Initiative

Data and Automation Initiative identifies ways for agencies in Alameda County to address the emerging trend towards vehicle automation within the county's transportation system, and the proliferation of data made available by new mobility technologies and services.

The automation of transportation will be one of the most consequential changes to our transportation system since the advent of the automobile, ushering in changes ranging from land use and development to shifts in how we prioritize infrastructure. The effects of automated mobility will be far-reaching, and its launch should be targeted to meet the intent of the adopted New Mobility Goals.

While data is not a new topic, the amount and pervasiveness of transportation-related data is a trend that Alameda CTC will need to manage and address.

7.1. Develop a Data Sharing and Security guidance for jurisdictions and transit agencies within Alameda County based on efforts and best practices at the regional and state levels.

- Identify and establish the role for Alameda CTC, jurisdictions and transit agencies related to data sharing and data security within the County.
- Explore options for a data sharing framework to facilitate data exchanges between mobility operators, data users, and local governments and transit agencies.
- Engage in state and regional efforts to develop Personally Identifiable Information (PII) best practices, and standards for the transparency of data collection methods and type of data collected on travelers.

7.2. Develop an automated vehicle strategy to facilitate the rollout, application and use of autonomous modes within Alameda County, including an infrastructure needs assessment for AV-related infrastructure. This strategy should address automated and connected freight movements, including human-piloted platoons and fully automated vehicles, as well as guide the implementation of automated first mile/last mile delivery and how right-of-way allocations are affected.

7.3. Engage in state or regional efforts regarding automated vehicle pricing policy to guide a consistent approach and appropriate adoption in the County to AV mobility service fees and behavior incentives including incentives towards shared use to maximize efficiency of the system and avoid increased congestion that could be created by widespread adoption of personal AVs.

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Alameda CTC New Mobility Roadmap

DRAFT Near-Term Priority Actions

Prioritization Approach

These near-term priority actions were selected based on application of the following prioritization factors.

Relationship to Goals – While the full suite of identified actions has been designed to fully realize the outcomes defined in the goals, some actions provide cross-cutting benefits and can quickly provide broad benefits. With this in mind, as a first step, every action has been evaluated against the entire set of goals in addition to its primary goal.

Urgency/Readiness - The relative urgency of each action and its ability to capitalize on existing opportunities was assessed based on the following criteria:

- *Opportunity for Action* – Does the current environment/ecosystem warrant an urgent action on the part of Alameda CTC or member jurisdictions and agencies?
- *Readiness* – The technology development is sufficiently advanced that work will not become obsolete in the near-term.
- *Risk Avoidance* – Has a technology been introduced or evolved in a way that requires action to address or mitigate risks or negative outcomes?
- *Momentum* – Is there an existing effort underway within Alameda County or the Bay Area that an action can build upon?
- *Demonstrated Need* – Are there any extenuating circumstances that warrant additional focus or action now?

Transit Integration Initiative

1. **Pilot an innovative major transit corridor** to facilitate corridor-wide transit priority technology installation and integration. This will build on existing efforts and prepare the corridor to be “future-ready” by combining emerging transit concepts, advanced enabling infrastructure, charging infrastructure, and first mile/last mile mobility options (potentially including mobility hubs). This could create a foundation for a network of major transit corridors or future-ready corridors across the county.
2. **Establish a countywide Corridor Transit Signal Priority (TSP) program**, including Emergency Vehicle Preemption (EVP) functionality, to enable effective cross-jurisdictional transit operations and maximize transit

performance on high-frequency, high-capacity transit corridors. This effort could potentially start with a pilot corridor-wide advanced TSP implementation project.

Coordinated Information Technology Services (ITS) Initiative

3. **Develop a Countywide ITS strategy** to coordinate system functionality across jurisdictions and identify needs and gaps related to ITS infrastructure. This will include a technology infrastructure inventory to understand current systems and planned improvements, countywide ITS standards to define functionality and compatibility, approaches for public/private partnerships, and functionality such as Transit Signal Priority (TSP) and Emergency Vehicle Preemption (EVP).

Transportation Demand Management (TDM) Initiative

1. **Support and advocate for the integration of regional platforms and efforts into TDM programs throughout Alameda County** to enable greater access and greater variety of mobility choices, e.g. Clipper 2.0, Clipper Start, and Mobility as a Service (MaaS), Seamless Bay Area, new and emerging ATDM platforms.

Electric Mobility Initiative

1. **Develop a countywide transportation electrification strategy** to support the shift to electrified mobility. This strategy should include approaches to ensure resiliency of an electrified transportation system, including on-site electricity generation and micro-grids.

Equity and Accessibility Initiative

2. **Explore and gather equity-related best practices and efforts related to New Mobility technologies and services.** This could include minimum standards of service for mobility providers, universal accessibility standards for mobility-related digital interfaces that address different barriers to use, and a guidance for evaluating new-mobility-related projects for equity impacts. This could eventually feed into a set of guidance that local jurisdictions and transit agencies can use in New Mobility related projects.
3. **Support advancement of innovations in transportation for seniors and people with disabilities** by identifying ways to better support senior and

disabled populations using new mobility services and expanding technology options, through Alameda CTC's Paratransit program.

Mobility Coordination and Innovation Initiative

4. **Pilot a Mobility Hub** building on existing local and regional efforts that will test and evaluate effective approaches to connecting travelers to transit hubs.
5. **Explore and identify effective ways to work with Transportation Network Companies (TNC's) and navigation platforms** and engage with them to reduce the traffic and congestion impacts on community streets.
6. **Establish a formal Technology Working Group (TWG)** to become an on-going roundtable to share best practices and facilitate coordination with regional and local efforts to spearhead implementation of the New Mobility Roadmap and associated projects, pilots, and programs. The TWG will advise on and advocate for coordination between local jurisdictions and transit agencies, and working with regional and state entities, as appropriate.

The TWG should work to support the following actions:

- **Explore creative and effective strategies to address parking issues**, such as advanced parking management deployed by jurisdictions and best practices for parking and development policies related to the impacts of new mobility.
- **Explore creative and effective curb management strategies** as part of corridor studies and share lessons learned with jurisdictions
- **Develop a systematized approach to coordinate and learn from local and regional piloting efforts** through a piloting process hub where agencies can share template agreements and processes to share experience, knowledge, best practices and approaches to matching community needs to private sector expertise.
- **Track relevant legislative and policy efforts at regional and state levels and advocate as needed for the County's shared interests** to take advantage of opportunities and address the potential negative impacts of emerging modes and services on labor, mode interactions, and impacts on the greater transportation system.

Data and Automation Initiative

7. **Develop Data Sharing and Security guidance** for jurisdictions and transit agencies within Alameda County based on efforts and best practices at the regional and state levels. In addition, identify and establish the role for Alameda CTC, jurisdictions and transit agencies related to data sharing and data security within the County.
8. **Engage in state and regional efforts to develop Personally Identifiable Information (PII) best practices and standards** for the transparency of data collection methods and type of data collected on travelers.



Memorandum

5.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

FROM: Saravana Suthanthira, Principal Transportation Planner
Aleida Andrino-Chavez, Associate Transportation Planner

SUBJECT: Alameda County Vehicle Miles Traveled Reduction Calculator Tool Development- Update on Recommended Approach

Recommendation

Receive an update and provide feedback on the status of the Alameda County Vehicle Miles Traveled (VMT) Reduction Calculator Tool development effort and recommended approach for next steps. This is an information item.

Summary

California Environmental Quality Act (CEQA) was amended in December 2018 to change the significance metric for transportation impact analysis to VMT in response to the Senate Bill 743 (SB 743) mandate. Alameda CTC has been actively engaged in this development at the state, regional and local levels since SB 743 became law in 2013, and has been exploring ways to support local jurisdictions in complying with the new CEQA requirements in their development projects. One of the significant supportive efforts is the development of the Alameda County VMT Reduction Calculator Tool (Alameda County VMT Tool) for use in complying with the CEQA process. An Alameda County SB 743 Working Group was formed to guide this effort, consisting of staff members from local jurisdictions across the county.

Alameda CTC, after exploring and assessing various efforts and tool developments occurring across the state and region and based on discussion with regional partners and ACTAC, chose to customize the San Diego Association of Governments (SANDAG) VTM Reduction Calculator Tool to develop the Alameda County VMT Tool. It is important to note that these processes and methods are rapidly evolving and the final product must provide the flexibility to accommodate changes in the future. This tool development is being performed in two phases: 1) analysis of the SANDAG Tool to identify what changes need to be made to adapt it to conditions in Alameda County and how to approach those changes, and 2) development of the Alameda County VMT Tool itself, including testing and related documentation.

Alameda CTC has completed phase 1 of the work and has developed a recommended approach to customize the SANDAG Tool for its application in Alameda County. This approach includes the addition of new Travel Demand Management (TDM) strategies that are not included in the SANDAG Tool, the analytical considerations in terms of scale of geography, VMT measurement, and reporting assumptions as described in Attachment A. Staff is seeking comments from the ACTAC members on this recommendation. The tool development work is scheduled to begin in December and anticipated to be completed and available for use by August 2021.

Background

SB 743, passed in 2013, changed the significance metric used for assessing transportation impacts of projects under CEQA from a delay-based Level of Service (LOS) to a metric that aligned better with statewide environmental goals. The Governor's Office of Planning and Research (OPR), tasked with making that change, identified the area-based VMT as the new metric and subsequently, CEQA legislation was amended in December 2018, adopting VMT as the significance metric for assessing transportation impacts under CEQA. OPR released a Technical Advisory that provides high-level guidance and establishes VMT thresholds for different types of land use and transportation projects. The new requirements went into effect on July 1, 2020. Since SB 743 became law, Alameda CTC has been actively engaged in the related activities at the local, regional, and state levels and has explored options to support member agencies in addressing the new requirements. To guide these efforts within Alameda County, Alameda CTC has established the SB 743 Working Group consisting of staff from transit agencies and local jurisdictions who are engaged in SB 743 efforts and represent the diverse geographic areas of the County.

As a first step to help member agencies perform project screening, Alameda CTC has updated the countywide VMT maps and tables at the Traffic Analysis Zone (TAZ) level, which include information on VMT thresholds for per capita and per employee at the planning area and county levels. These maps are available on the Alameda CTC [website](#).

As a next step, and similar to the other regional CTAs and general statewide efforts, Alameda CTC explored developing a VMT reduction calculator tool as a resource for the member agencies to conduct evaluation of transportation impacts of new land use projects on the transportation network for CEQA purposes. Specifically, this tool will help member agencies determine how effective proposed TDM strategies will be in reducing the VMT generated by proposed land use projects in order to meet the required thresholds.

As presented to ACTAC at its February 6, 2020 meeting, after exploring various methodologies and tools that are already in use or being developed for the above purposes, Alameda CTC proposed to model the development of the Alameda County VMT Tool on the SANDAG Tool for the following reasons:

- its ease of use,
- the potential defensibility of effectiveness of the TDM strategies included in the SANDAG tool as they are supported by strong body of literature, and
- flexibility for modification by keeping the project screening outside the tool.

In April 2020, Alameda CTC engaged Fehr and Peers to support developing the Alameda County VMT Tool. This tool development project is being done in two phases:

- Phase I includes an extensive review of the SANDAG Tool to understand its functions and methods, and to develop an approach for customizing the tool for its application in Alameda County. This effort has been completed. A draft report on the recommended approach for the development of the Alameda County Tool, recommended additional TDM strategies for inclusion, considerations for geographic sensitivity, VMT measurement and reporting is included in Attachment A.
- Phase II of the project entails the development of the Alameda County VMT Tool itself, including testing, development of its design document and accompanying supporting materials.

Review of the SANDAG Tool

The SANDAG Tool estimates VMT reductions that can potentially be achieved by the implementation of TDM strategies for a proposed land development project that is determined to have an impact on the transportation network. There are 22 TDM strategies included in the SANDAG Tool that are supported by a robust body of research, which increases confidence in their effectiveness in reducing VMT.

The SANDAG Tool includes two geographic scales of analysis and three place types within those geographic scales, which provide more granular level of geographies for the analysis of projects:

- Geographic Scales: Project Site and City/Community level
- Place Types (within the above geographic scales): Urban, Suburban Center, and Low-Density Suburb.

Tables 1 and 2 in Attachment B, provide a snapshot of the strategies associated with each scale of analysis in the SANDAG Tool. A thorough review of the SANDAG Tool was presented to the SB 743 Working Group in June 2020.

Recommended Approach for developing the Alameda County Tool

Key considerations identified for customizing the SANDAG Tool for Alameda County involve:

- a. The range of strategies to include in the Alameda County Tool
- b. Ensuring the tool produces reliable and justifiable VMT reduction levels
- c. Ensuring that the Alameda County Tool is correctly linked to the Alameda CTC Model, which will be the primary source of input for the VMT calculations in the Tool

To better represent the Alameda County context, local jurisdictions expressed interest in expanding on two key elements in the SANDAG Tool:

- the range of TDM strategies included in the SANDAG Tool with emphasis on strategies that could be applied to residential projects, and

- the level of geographic sensitivity to capture the wide variety of land use contexts that exist in Alameda County.

Given the above considerations, the project team recommends the approach detailed below for the development of the Alameda CTC VMT Tool development.

Incorporating Additional VMT Strategies

To determine the potential additional strategies to include in the Alameda County VMT Tool, the project team conducted a survey in July 2020 with ACTAC members to receive input on their needs. The survey consisted of a list of 11 additional TDM strategies that are not included in the SANDAG tool, are somewhat used in Alameda County, and are backed by a robust level of research. The respondents were asked to rank these strategies in the order of importance. The intent was to identify six top ranked TDM strategies that are important for the local jurisdictions. Based on the outcome of the survey, the project team recommends the following six strategies:

- *Implement Subsidized or Discounted Transit Program*-(Project based strategy): Require developments to provide partially- or fully-subsidized transit passes/fares, with particular emphasis on residential land uses.
- *Provide Neighborhood Traffic Calming Measures* (Community-scale strategy): Require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods.
- *Integrate Affordable and Below Market Rate Housing* (Community-scale strategy): Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites.
- *Increase Development Density* (Project-scale strategy): Require a higher intensity of use for a specific location.
- *Provide End of Trip Bike Facilities* (Project-scale strategy): Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers.
- *Provide Bike Parking* (Project-scale strategy): Build and maintain a certain level of bicycle parking in all projects.

Expanding Geographic Sensitivity

Regarding expanding the geographic sensitivity of the tool by adding additional place types, there is limited research that supports VMT reduction strategy effectiveness beyond the three levels of place types that are included in the SANDAG Tool. Therefore, the project team recommends maintaining the three levels of place types included in the SANDAG tool and to use data from the Alameda CTC Travel Model as calculation inputs to define the boundaries of those place types in Alameda County.

VTM Measurement and Reporting

Since the Alameda County Travel Model is the primary source of data, to ensure that measuring and reporting VMT in the Alameda County VMT Tool is consistent with the model data and outputs, the project team recommends the following:

- Link the TAZ -level VMT calculations already generated by the Alameda CTC travel model to the VMT tool and ensure that the units of measurement are reconciled for consistency.
- Explore the options for presenting VMT reduction results as a range, rather than a single number. This will reflect the literature results, which are typically expressed as a range and will allow the lead agency to apply some judgment when considering the specific geographic context of the particular project being analyzed.

Attachment A includes a memorandum detailing the recommended approach for the Alameda County Tool Development.

SB 743 Working Group Input

The Alameda CTC SB 743 WG reviewed the memo in Attachment A and the recommendations last month, and provided the following comments:

- Consider adding additional strategies beyond the above six which may have a lower level of research support but are of interest to member agencies, such as limiting parking supply and unbundling parking at a project site.
- Some of the proposed strategies need only to expand the SANDAG Tool to include residential or non-office users. This is the case of "Implement Subsidized or Discounted Transit Program." This accommodation would allow room to include another strategy.
- Better define two of the SANDAG Tool strategies in terms of what they measure to better capture the benefits from individual project improvements:
 - Bike Facility Improvement—find a way to give credit to bike improvements at intersections by expanding beyond the existing unit of "miles of new bike facility."
 - Transit Supportive Improvements—find a way to give credit to project related transit improvements that could potentially be done by the project sponsors (e.g. relocate bus stops, install bus shelters, etc.) by expanding beyond the existing corridor-level transit improvements that are generally out of developers or individual project sponsors control.

Comments are requested from ACTAC on these recommendations by October 20, 2020.

Next Steps

Based on comments received, the project team will refine the scope for Phase 2, and begin work for the second phase in November/December 2020. The work will include customizing the SANDAG Tool for application in Alameda County, Alpha and Beta testing, and developing the design document and accompanying supportive documentation. The completed tool is anticipated to be available for use by August 2021.

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

Attachments:

- A. Alameda VMT Reduction Calculator Tool: Summary of Work to Date and approach for Tool Development
- B. List of Strategies in the SANDAG Tool

Memorandum

Date: August 31, 2020

To: Aleida Andrino-Chavez and Saravana Suthanthira, Alameda County Transportation Commission

From: Julie Morgan and Drew Levitt, Fehr & Peers

Subject: **Alameda VMT Reduction Calculator Tool: Summary of Work to Date and Approach for Tool Development**

SF20-1105

Introduction

The Alameda County Transportation Commission, with the help of Fehr & Peers (Project Team), is developing a vehicle miles traveled (VMT) reduction calculator tool for use across Alameda County to support member agencies as they implement Senate Bill 743 requirements. This tool will be modeled after a VMT reduction calculator tool produced by the San Diego Association of Governments (SANDAG) in 2019 (the "SANDAG tool"). The intent is to develop a tool that local agencies in Alameda County can use when evaluating the VMT impacts associated with a proposed land development project and determining whether the VMT reduction strategies suggested by the project applicant will be sufficient to mitigate the impact.

The Project Team has taken several steps to review and understand the functions and methods of the SANDAG tool and to develop an approach for modifying the SANDAG tool for application in Alameda County. This work has been undertaken with input and guidance from the Alameda County Transportation Commission's SB 743 Working Group.

This memo summarizes the work completed to date and outlines the approach for developing an Alameda version of the VMT reduction calculator tool. This concludes the first phase of the Project Team's work. The second phase of the work will involve developing and beta-testing the Alameda VMT tool, as well as preparing documentation to support the tool's use by the local agencies.



Review of SANDAG Tool

The first step in this process was a detailed review of the SANDAG tool and its documentation. That review process is briefly summarized here; the complete memo documenting the tool review is attached as Attachment A.

Purpose

The SANDAG tool is designed to estimate the magnitude of VMT reductions that might result from the implementation of one or more transportation demand management (TDM) strategies associated with a given land development project. Each VMT reduction strategy is specific to a particular scale of analysis, either at the project/site scale or the city/community scale. The developers of the SANDAG tool selected strategies for inclusion that are supported by a highly substantive level of research that allows for quantitative estimates of each strategy's effectiveness at reducing VMT.

VMT Reduction Strategies Included

The SANDAG tool includes the VMT reduction strategies listed below. For most strategies, the analysis assumes that the project exhibits the average trip length and mode share of the city in which the project is going to be located, and then the travel reductions associated with that strategy are applied to those values. Some of the strategies have finer levels of geographic sensitivity regarding the land use context in which the project will be placed; in those instances, the analyst can select one of three "place types" (low-density suburb, suburban center, or urban) and the results will differ depending on which place type is selected.

Project-Scale Strategies

Project-scale strategies are grouped into three categories:

Employer Commute Trip Reduction Programs

- Voluntary Employer Commute Program: typically a combination of all the individual strategies listed below, with "voluntary" indicating that no monitoring or reporting is assumed
- Mandatory Employer Commute Program: typically a combination of all the individual strategies listed below, with "mandatory" indicating that monitoring and reporting is required
- Carpool Program: ride matching assistance, priority parking, and/or financial incentives
- Transit Pass Subsidies: financial incentives for commuting by transit



- Vanpool Program: vehicle lease subsidies and/or priority parking
- Telework Program: allow employees to work remotely at least some days

Land Use Strategies

- Transit Oriented Development: compact and walkable development located close to high-frequency transit service
- Mixed Use Development: a mix of complementary land uses that support non-automotive travel and short intra-project trips

Parking Management

- Parking Pricing: on- or off-street priced parking
- Parking Cash Out: allowing employees who are offered free parking to receive the cash value of the parking space instead of the space itself

Community-Scale Strategies

Community-scale strategies are grouped into two categories:

Neighborhood Enhancements

- Street Connectivity Improvement: making street networks more gridded
- Pedestrian Facility Improvement: adding sidewalks and pedestrian crossings
- Bikeway Network Expansion: implementing a network of bicycle facilities
- Bike Facility Improvement: adding a single bicycle facility to an existing bikeway network
- Bikeshare: short-term bike rental systems
- Carshare: convenient access to short-term rental vehicles
- Community-Based Travel Planning: residential outreach to encourage the use of non-automotive travel modes

Transit Strategies

- Transit Service Expansion: adding transit routes
- Transit Frequency Improvements: making service more frequent
- Transit-Supportive Treatments: examples are transit signal priority, curb extensions, dedicated bus lanes
- Transit Fare Reduction: reducing transit costs for riders
- Microtransit or NEV (Neighborhood Electric Vehicle) Shuttle: ride-hailing apps and small vehicles that serve short trips and connect transit riders the “last mile”



Considerations and Ideas

Some of the key questions about adapting the SANDAG tool for application in Alameda County involve the range of strategies included in the tool, recognizing the desire to have many strategy options that are sensitive to many different contexts while balancing that with the tool's purpose of producing quantitative and research-supported estimates of VMT reduction effects. It will also be important to ensure that the Alameda VMT tool is appropriately linked to the Alameda CTC regional travel demand model, which will be the primary source of data about local land use and demographic characteristics, trip lengths, and mode share, all of which are important components of the VMT calculations.

Stakeholder Input

To inform the approach to adapting the SANDAG tool for use in Alameda, a wide range of stakeholder input was solicited. Frequent input came from the Project Team, and the SB743 Working Group was engaged to consider the SANDAG Tool Review memo and provide direction on the outcomes they wanted to achieve with the Alameda VMT calculator tool. In addition, a survey was distributed to the Alameda County Technical Advisory Committee (ACTAC) so that a broader group of stakeholders could provide input on additional VMT reduction strategies they would like to include. The survey and its results are documented in a memo that is attached as Attachment B.

Key themes expressed by the stakeholders included interest in expanding the range of VMT reduction strategies available in the tool, with particular emphasis on measures that could be applied to residential projects, and interest in exploring whether it was possible to increase the level of sensitivity to the wide variety of land use contexts that exist in Alameda County.

Approach for Tool Development

In consideration of the needs and interests of the local stakeholders, as well as the current status of the SANDAG tool and the availability of data to support conclusions about VMT reductions, we recommend the following approach to adapting the tool into a version that will be suitable for application in Alameda County.

VMT Reduction Strategies

- Continue to include all of the VMT reduction strategies that are currently part of the SANDAG tool. These strategies have been thoroughly vetted and are supported by a



robust set of research studies that provide quantitative evidence of their effectiveness in reducing vehicular travel.

- Add six more VMT reduction strategies; these are strategies that were of particular interest to the stakeholders and that also have relatively robust support in the research literature.
 - Implement Subsidized or Discounted Transit Program (Project-scale strategy): Provide transit passes or fares, either partially or fully subsidized, with particular emphasis on residential land uses.
 - Provide Neighborhood Traffic Calming Measures (Community-scale strategy): Require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods.
 - Integrate Affordable and Below Market Rate Housing (Community-scale strategy): Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites.
 - Increase Development Density (Project-scale strategy): Require a higher intensity of use for a specific location.
 - Provide End of Trip Bike Facilities (Project-scale strategy): Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers.
 - Provide Bike Parking (Project-scale strategy): Build and maintain in all projects a certain level of bicycle parking.

Geographic Sensitivity

- Maintain the three geographic place types (low-density suburb, suburban center, and urban) applied in the SANDAG tool and use data available from the Alameda CTC travel model to define the geographic boundaries of those place types in Alameda County. The model data used will involve measures of population density, jobs/housing balance, and mode share. While stakeholders were interested in defining a wider range of place types for Alameda County, that desire must be balanced with a recognition that there is very limited research on the effectiveness of most VMT reduction strategies in neighborhood contexts beyond those three place types. The purpose of this tool is to help lead agencies make conclusions about environmental impacts and mitigations under CEQA, and CEQA requires that such conclusions be supported by “substantial evidence”.

VMT Measurement and Reporting

- Link the zonal-level VMT calculations already generated by the Alameda CTC travel model to the VMT calculator tool and ensure that the units of measurement are reconciled for consistency.



- Explore the options for presenting VMT reduction results as a range, rather than a single number. This will reflect the literature results, which are typically expressed as a range, and will allow the lead agency to apply some judgment when considering the specific geographic context of the particular project being analyzed.

This concludes phase one of this project. The next phase will involve developing a VMT calculator tool for Alameda County using the SANDAG tool as a foundation and making adjustments as described above. The tool will be tested first by the Project Team and then by the SB743 Working Group and other stakeholders, and then will be released for application by local agencies. This phase will also include the development of documentation about the Alameda VMT Tool to provide information about the tool and guide users as they apply the tool to their projects.

Please contact us with any questions.



Attachment A: Summary of SANDAG VMT Reduction Calculator Tool

Memorandum

Date: June 1, 2020

To: Aleida Andrino-Chavez and Saravana Suthanthira, Alameda County Transportation Commission

From: Julie Morgan and Drew Levitt, Fehr & Peers

Subject: Summary of SANDAG VMT Reduction Calculator Tool

SF20-1105

Introduction

To support member agencies as they implement Senate Bill 743 requirements, the Alameda County Transportation Commission, with the help of Fehr & Peers, is developing a vehicle miles traveled (VMT) reduction calculator tool for use across Alameda County. This tool will be modeled after a VMT reduction calculator tool produced by the San Diego Association of Governments (SANDAG) in 2019 (the "SANDAG tool") with the help of ICF International.

As a first step in the process of developing an Alameda County VMT tool, Fehr & Peers has reviewed the SANDAG tool and its documentation in detail. This memorandum explains the core functionality of the SANDAG tool and discusses how the tool might be adapted for use in Alameda County.

Major Functions of SANDAG Tool

Workflow

The SANDAG tool is designed to estimate the magnitude of VMT reductions that might result from the implementation of one or more transportation demand management (TDM) strategies associated with a given land use development project. An analyst can use the tool as follows:

1. Specify the scale of analysis (project/site or city/community)
2. Specify the location of analysis (municipality and/or Community Plan Area)



3. Designate one or more mobility management strategies, along with project-specific parameters or assumptions necessary to apply each strategy
4. Review and optionally print the aggregated percent VMT reductions generated by the suite of strategies selected

Each VMT reduction strategy is specific to one or the other scale of analysis (i.e., either the project/site scale or the city/community scale). Each strategy is presented on its own worksheet, which includes a description of the strategy, supporting citations, and the user-customizable parameters relevant to the strategy. The SANDAG tool allows the analyst to calculate VMT reductions for a certain strategy, but then to exclude that strategy's output from the total results.

The tool uses the mathematical procedure called multiplicative dampening to capture synergistic VMT reduction effects from multiple strategies. That is, each consecutive strategy's percent reduction is applied to the VMT remaining after the previous strategies' percent VMT reductions were applied, rather than to the original total VMT. For example, consider a project with two strategies, one reducing VMT by 10 percent and the other reducing VMT by 20 percent. Without multiplicative dampening, the two strategies would combine to reduce VMT by 30 percent. With multiplicative dampening, the first strategy reduces VMT by 10 percent, but the second strategy reduces VMT by only 18 additional percent (20 percent * (100 percent – 10 percent)). This is a method that is commonly used to avoid overestimation of the effects of combinations of strategies.

The SANDAG tool reports reduction percentages for four different kinds of VMT:

- Project-level analyses look at all project-generated trips and at employee commute trips specifically.
- Community-level analyses look at all trips in the city or planning area and specifically at trips on roadways affected by bikeway additions.

Each strategy contributes to only one type of VMT reduction percentage, and multiplicative dampening is performed only among strategies within the same type of VMT.

VMT Reduction Strategies Included in Tool

The SANDAG tool includes the following VMT reduction strategies, summarized briefly here and discussed in greater detail in the tool itself and in its supporting documentation. The analysis for most of these strategies includes looking up the average trip length and mode share in the city in which the project is located and applying those values to the project. A small subset of these strategies are sensitive to the land use context in which the project will be placed, although the context must be specified only within a limited set of "place types" (namely low-density suburb, suburban center, or urban). These context-sensitive strategies are identified below.



Project-Level Strategies

Project-level strategies are grouped into three categories:

- Employer Commute Trip Reduction Programs
 - Voluntary Employer Commute Program – an all-inclusive employer commute program that does not require monitoring, reporting, or performance standards. If this strategy is selected, none of the other strategies in this category may be used.
 - *This strategy is context-sensitive to the user-specified place type.*
 - Mandatory Employer Commute Program – an all-inclusive employer commute program that requires monitoring, reporting, and performance standards. If this strategy is selected, none of the other strategies in this category may be used.
 - Employer Carpool Program – actions to encourage carpooling, such as ridematching assistance, priority parking for carpool vehicles, and carpooling incentives.
 - *This strategy is context-sensitive to the user-specified place type.*
 - Employer Transit Pass Subsidy – subsidies for daily or monthly transit passes. Note that the tool allows the analyst to specify a transit subsidy of between \$1 to \$4 per day.
 - *This strategy is context-sensitive to the user-specified place type.*
 - Employer Vanpool Program – vehicle lease subsidies and/or priority parking for 5-15 person vanpools.
 - Employer Telework Program – enabling employees to work remotely on a periodic basis.
- Land Use Strategies
 - Transit Oriented Development – compact and walkable development located close to high-frequency transit service. Note that the SANDAG tool specifies that the high-frequency transit must be rail transit.
 - Mixed Use Development – a mix of complementary land uses that support non-automotive travel and short intra-project trips.
- Parking Management
 - Parking Pricing – on- or off-street priced parking that manages the parking supply, disincentivizing vehicle travel.
 - Parking Cash Out – allowing employees who are offered free parking to receive the cash value of the parking space instead of the space itself.

Community-Level Strategies

Community-level strategies are grouped into two categories:

- Neighborhood Enhancements



- Street Connectivity Improvement – uses intersection density as a proxy for connected street grids that are supportive of walking, biking, and shorter drive trips.
- Pedestrian Facility Improvement – adding sidewalks and pedestrian crossing facilities to encourage walking.
- Bikeway Network Expansion – implementing a network of bicycle facilities to encourage biking. This strategy is mutually exclusive with Bike Facility Improvement (a more limited implementation of bicycle facilities).
- Bike Facility Improvement – adding a single bicycle facility to an existing bikeway network. This strategy is mutually exclusive with Bikeway Network Expansion (a more extensive implementation of bicycle facilities).
- Bikeshare – short-term bike rental systems, including e-bike rentals, to shift trips from driving to biking.
- Carshare – convenient access to short-term rental vehicles to help reduce vehicle ownership.
- Community-Based Travel Planning – residential outreach to encourage the use of non-automotive travel modes.
- Transit Strategies
 - Transit Service Expansion – increasing the total length of bus transit routes in the city/community, making transit more effective and attractive.
 - Transit Frequency Improvements – reducing headways on existing transit routes, making transit more effective and attractive.
 - Transit-Supportive Treatments – transit signal priority, curb extensions, dedicated bus lanes, and other measures designed to improve transit speed and reliability.
 - Transit Fare Reduction – reducing the out-of-pocket cost of taking transit, making transit more attractive relative to other modes.
 - Microtransit NEV (Neighborhood Electric Vehicle) Shuttle – ride-hailing apps and neighborhood electric vehicles that serve short trips and connect transit riders to the “last mile.”

Strengths of SANDAG Tool

The SANDAG tool has several strengths that an Alameda-specific tool should seek to emulate.

- It is easy to use. The overall workflow is straightforward and the in-tool documentation of each VMT reduction strategy assists the analyst in identifying appropriate strategies to select. Inputs to each VMT reduction strategy are typically few in number, and the tool pre-populates many inputs with geographically specific values from the SANDAG regional travel demand model.



- The tool includes a relatively limited range of VMT reduction strategies, namely those strategies that were deemed by SANDAG to be most robustly supported by literature and therefore most legally defensible in a California Environmental Quality Act (CEQA) context, which is what a tool should aim for. The accompanying Mobility Management Guidebook document provides one-page descriptions of other strategies generally used to mitigate VMT generation.
- In general, the documentation of the tool is high-quality and convenient. The tool itself contains brief descriptions of each VMT reduction strategy, along with supporting citations for each strategy. More in-depth information is available in the accompanying Mobility Management Guidebook.

Considerations in Adapting the SANDAG Tool for Alameda County

In addition to capitalizing on its strengths, there are other considerations when adapting the SANDAG tool to an Alameda-specific purpose.

Geographic/Context Sensitivity

The analyst must specify the city and/or community planning area of the project under analysis at the beginning of the SANDAG tool workflow. However, this geographic definition is mostly just used to look up the citywide average trip length and mode share, and it has relatively little effect on the calculations and ultimate outputs of the tool. A few strategies allow the analyst to characterize the neighborhood context in which the project will be located, but only within a limited set of place types.

While it is not necessary that all strategies be sensitive to geography or land use context, the Alameda tool should make clear which strategies are and are not sensitive to these inputs. Furthermore, if most strategies are not substantially affected by geography or land use context, the tool should clearly note that those inputs have only a limited effect on the final results.

Range of Strategies

As mentioned above, the SANDAG tool includes a relatively limited set of VMT reduction strategies. Only the most robustly supported strategies were included in the tool. This is both a strength and a limitation: the SANDAG tool's results will be highly defensible in a CEQA context, but several popular or prominent TDM strategies are absent from the tool. Project-level strategies, in particular, are dominated by employer commute programs, with only two land use and two parking strategies available as non-commute-focused strategies.



As a result, few of the strategies may apply to residential projects or other projects where most trips are made by people other than employees (such as hotels, educational uses, or entertainment venues). For example, the SANDAG tool includes no TDM strategies relevant to home-based school trips, which represent a substantial share of residential trips and VMT. In part, this is a reflection of the limited amount of robust research available to support conclusions about the effectiveness of non-commute-focused strategies. The Alameda-focused tool could include additional TDM strategies that are particularly applicable in the local context, to the extent that those strategies are adequately supported by research findings. There is an inherent tradeoff between flexibility and defensibility that should be carefully considered in the design of the Alameda tool.

To help decide on the range of strategies to be reflected in the Alameda tool, the attached appendix contains a list of 38 VMT reduction strategies that were investigated as part of a VMT tool development project for the City of San José. The strategies were classified based on the robustness of the research available for each one.

Strategies Discussed in Guidebook, But Not Included in SANDAG Tool

The Mobility Management Guidebook that accompanies the SANDAG tool includes one-page descriptions of the following additional strategies that were not included in the tool. We are getting additional information from SANDAG about the process they applied to decide which strategies would be included.

- Project/Site Level
 - Employer Commute Programs
 - Employer Guaranteed Ride Home Program
 - On-Site Bike Amenities
 - Land Use Strategies
 - Higher-Density Development
 - Parking Management
 - Reduced Parking
 - Unbundled Parking
 - Smart Parking
 - Shared Parking
 - Shared Mobility Parking
 - Flexible Curb Space
- Community/City Level
 - Transit Strategies
 - Microtransit Commuter Shuttle



- Transportation System Management¹
 - Adaptive Traffic Signal Systems
 - Smart Signals and Intersections
 - Optimized Signal Timing for Bicycles
 - Advanced Bicycle Detection
 - Real-Time Traveler Information
 - Active Traffic Management
 - Traffic Incident Management
 - Roadway Weather Management

Project-Level and Community-Level Strategies

The SANDAG tool is explicitly designed to consider either project-level or community-level VMT reduction strategies, but not both simultaneously. The accompanying tool design document states: “While it may be possible that a user’s project involves strategies that affect VMT at both scales, it is likely that combining the percentage VMT reduction from strategies of different scales would not be valid.” The design document goes on to explain that an analyst should essentially complete the SANDAG tool workflow twice to consider a mix of strategies from different geographic scales. Alternative tool design strategies may be available to integrate project-level and community-level VMT reduction effects.

Applying VMT Reductions to Specific Types of Travel

The SANDAG tool presents a single numerical estimate of each TDM measure’s effectiveness. However, most TDM research presents effectiveness results as a range of values, often a relatively broad range, reflecting the fact that an individual strategy may have substantially different effects depending on the level of investment made and the context in which it is applied. Having a single numerical estimate for each strategy can make the results simpler, but it can also obscure the degree of variability and uncertainty inherent in any VMT reduction strategy. The Alameda tool can be designed to present either a range of results or a single numerical value, depending on direction from the stakeholders.

Application/Integration Considerations

The following issues may arise when using any VMT reduction calculator tool in conjunction with a regional travel model. We will need to make sure that these issues are addressed in the Alameda-specific tool.

¹ Note that none of the strategies in this category were ultimately included in the SANDAG tool.



Potential for Overestimating Aggregate VMT Reduction Effects

While the SANDAG tool uses multiplicative dampening to limit the aggregate VMT reduction effects of multiple strategies, it does not set a maximum value for total VMT reduction. An alternative method is to apply “category caps,” in which VMT reduction strategies are grouped into clusters of similar strategies, and a maximum total reduction is established for each cluster. This is the method used in Fehr & Peers’ TDM+ tool, as a safeguard against certain combinations of VMT reduction strategies appearing unreasonably effective. It is important that the Alameda-specific tool generate aggregate VMT reduction percentages that are credible to stakeholders.

Coordination Between Model VMT Metrics and Tool Trip Reduction Categories

VMT metrics can be calculated in a variety of subtly different ways. When applying a tool like the SANDAG tool, which outputs VMT reduction percentages for two distinct types of VMT in each application (employee commute trips and project-generated trips for project-level analyses, and all city/planning area trips and trips on roadways affected by bikeway additions for community-level analyses), it is vital that the tool’s VMT reduction percentages be applied to the correct corresponding VMT metric from the regional travel demand model.

Potential for Double-Counting VMT Reductions

Certain VMT reduction strategies included in a VMT calculator tool have the potential to “double-count” VMT reductions that were already tacitly reflected in the regional travel demand model. For example, the Transit Oriented Development and Mixed Use Development project-level strategies interact with dynamics such as transit proximity and mixed land use that are captured within the travel demand model itself. Thus, the travel demand model may already account for these measures’ effect in its internal mode share and trip generation (internalization) calculations. The same risks are presented by community-level transit strategies such as transit network expansion or transit frequency improvement. This points to the need to carefully define how the results of the VMT tool will be used; if the intent is to apply the tool’s percentage reductions to a project’s forecasted VMT from the Alameda CTC regional travel model, then it will be important to select only VMT reduction strategies whose effects are not already accounted for in the regional travel demand model.

Considerations and Next Steps

This memo will be discussed at an upcoming meeting with the SB 743 Working Group, where the group members can offer input and guidance to help direct how the Alameda-specific VMT tool will be designed. Specific questions for the group include:

- What VMT reduction strategies beyond what is already included in the SANDAG tool are commonly applied in your jurisdiction and would be helpful to include in the Alameda



tool? (Please refer to the appendix for a list of potential strategies, and note that not all VMT strategies have sufficiently robust effectiveness data to support defensible CEQA conclusions.)

- What level of context sensitivity would be desirable for the Alameda tool (i.e., are the three place types from the SANDAG tool sufficient and appropriate for Alameda)?
- Should the tool output be presented as a range of VMT reduction values, in reflection of most TDM research, or as a single numerical value? Would it be helpful to discuss how to apply a range of reduction values when evaluating whether a significant VMT impact has been fully mitigated?
- As you think about future applications of this tool, at what point in your local development review process would the tool be applied, and by whom? What methods would you or the applicant use to generate an estimate of the project's total VMT, to which the percentage reductions from this tool would then be applied?

Appendix: VMT Reduction Strategy Tier List

This appendix summarizes 38 VMT reduction strategies, supported by 90 individual literature sources, according to the strength of the research supporting each VMT reduction strategy. This summary was originally prepared for a VMT tool project for the City of San José.

Each supporting source was assigned to a “tier of evidence,” with 1 being the best/strongest evidence and 5 being the weakest evidence. **Table 1** describes the five tiers of evidence.

Table 1: Definitions of Tiers of Evidence

Tier of Evidence	Description
1	The mitigation measure is supported by a statistically sound study (constructed a statistical model such as a regression analysis, logit model, etc.).
2	The mitigation measure is supported by a study that used a large sample (at least 10 observations) or relied on a synthesis of available research.
3	The mitigation measure is supported by a study that used a small but balanced example group (fewer than 10 observations), or by a multivariable model that provides inferential support for a VMT reduction and that has been validated against real-world conditions.
4	The mitigation measure is supported by a model that provides inferential support for a VMT reduction but which has not been validated against real-world conditions. The mitigation measure could also be supported by evidence using data collected on stated preference or inferential data.
5	The mitigation measure is supported by anecdotal or qualitative evidence only.

Source: Fehr & Peers.

Table 2 lists the 38 VMT reduction strategies, sorted first by category, then by the highest tier of evidence supporting each strategy.



Table 2: VMT Reduction Strategies, Sorted by Category and Tier of Evidence

Category	Highest Tier of Evidence	Strategy	Description	Available Studies
Land Use	1	Implement Transit Oriented Development	Build on a project site that is located immediately adjacent to or above a major transit station, and includes residential uses.	1
Land Use	1	Increase Destination Accessibility to Make Destinations and Low-Carbon Travel Modes Accessible	Build on a project site in an area with a high jobs gravity (i.e., areas near job centers). In areas with a low jobs-housing ratio (below 0.8), build office space. In areas with a high jobs-housing ratio (above 1.2), build housing.	6
Land Use	1	Increase Development Density	Require a higher intensity of use for a specific location. This may involve increasing residential or office density, or a mixture of both. Evidence is stronger for the effects of residential density than changes in density of any other use.	4
Land Use	1	Increase Diversity of Urban and Suburban Developments	Increase the amount of space dedicated to a less common or nonexistent use in the study area. Typically measured via an entropy index in the supporting literature.	5
Land Use	2	Increase Compatibility with Surrounding Land Uses	In areas with a low jobs-housing ratio, build office space. In areas with a high jobs-housing ratio, build housing.	2
Land Use	2	Promoting Compact Developments to Increase Diversity of Urban and Suburban Developments	Allow a higher intensity of use for a specific location. This may involve increasing residential or office density, or a mixture of both. Evidence is stronger for the effects of residential density than changes in density of any other use.	1
Land Use	2	Provide Mix Land Uses and Serve Context Needs to Increase Diversity of Urban and Suburban Developments	Increase a metropolitan area's entropy index via construction of mixed-use projects. Do not use alongside "Increase Diversity of Urban and Suburban Developments" to avoid double counting. This measure applies to city-wide efforts to address an efficient distribution of various land uses to reduce overall VMT.	1
Land Use	3	Integrate Affordable and Below Market Rate Housing	Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites.	3



Category	Highest Tier of Evidence	Strategy	Description	Available Studies
Multimodal	1	Improving Network Connectivity/Design to Make Destinations and Low-Carbon Travel Modes Accessible	This measure would enhance walkability, connectivity and street accessibility within a neighborhood, usually measured in terms of road density, multimodal route density (roadway, bikeways and walkway), lane density, average block size, number of intersections per square mile, sidewalk coverage, building setbacks, street widths, pedestrian crossings, presence of street trees, and other features that promote pedestrian-oriented environments.	2
Multimodal	1	Increase Transit Accessibility to Establish Seamless Last-Mile Transit Connections	Build on a project site within 1/2 mile of a major transit station that includes service from a mode with dedicated right-of-way.	4
Multimodal	2	Expand the reach of Bike Access with Investment in Infrastructure	Provide funding for or construct bicycle facilities closing gaps in the bicycle network, or bicycle facilities lowering the level of stress along the existing network (i.e., by providing a barrier or buffer for an existing bike lane). This measure applies to specific roadway segments with bicycle improvements.	1
Multimodal	2	Provide Neighborhood Traffic Calming Measures	This strategy would require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods. Traffic calming measures would be provided to reduce motor vehicle speeds and encourage pedestrian and bicycle trips.	2
Multimodal	2	Provide Pedestrian Network Improvements to Create Seamless, Comfortable Access for Active Transportation Modes	Design project site with full sidewalk network. Only applies if in an area that may be prone to having less robust sidewalk network.	2
Multimodal	2	Provide Pedestrian Oriented Development (On-site Pedestrian Network)	Design development with full pedestrian network. This includes providing comfortable, direct lines of access via sidewalks or walkways, as well as limiting surface parking.	2
Multimodal	4	Implement a Campus/Neighborhood Electric Vehicle Network	Provide NEVs for use in local areas.	1



Category	Highest Tier of Evidence	Strategy	Description	Available Studies
Parking	1	Eliminate free street parking on residential streets	Remove free street parking from residential neighborhoods	2
Parking	3	Implement Dynamic Digitized Parking (On-Street)	Implement smart meter system to manage price of on-street parking and maintain an 80-85% occupancy rate. Should only be applied in cases where existing parking is free or below market cost. In cases with high latent demand (i.e., circling), reduction comes primarily from reduction in local VMT from reduced hunting for parking.	4
Parking	3	Limit Parking Supply	Decrease parking supply at the project site to below ITE standards.	1
Parking	3	Provide Bike Parking	Build and maintain in all projects a certain level of bicycle parking.	3
Parking	3	Provide End of Trip Bike Facility	Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers.	3
Program	1	Implement Commute Trip Reduction Program	Provide a comprehensive program to reduce the number of commute trips to the project site occurring by SOV and actively monitor and react to changes in mode share.	4
Program	1	Implement Employee Parking "Cash-Out" (On Site Parking)	At project sites where employer tenants lease parking for employees, allow individual employees to 'cash out' their parking subsidy. Do not use in conjunction with paid workplace parking.	2
Program	1	Implement Telecommuting and Alternative Work Schedules	Allow and encourage employees working at project site to telecommute from home when possible, or to shift work schedules such that travel occurs outside of peak congestion period.	3
Program	1	Price Workplace Parking (On Site Parking)	Require commuters to pay for parking on-site.	6
Program	1	Subsidize transit service expansion through fees or contributions for public transit service upgrades	Site provides new transit coverage to an area not previously covered. All other site-based transit investments should be calculated using the specific measures above. This could also include frequency and service hour expansion.	4
Program	2	Implement Car Sharing Program	Provide subsidies and promotion, as well as dedicated parking spaces, for car sharing services such as ZipCar, Car2Go, and GetAround	3



Category	Highest Tier of Evidence	Strategy	Description	Available Studies
Program	2	Implement Commute Trip Reduction Marketing/Education	Implement marketing campaign targeting all project site affiliates that encourages the use of transit, shared rides, and active modes. This measure has high potential for double-counting; use with caution. Highest reductions achievable by large office sites with multiple transit or active transport options for access.	2
Program	2	Implement Subsidized or Discounted Transit Program	Provide transit passes or fares for all site affiliates (employees, residents, visitors), either partially or fully subsidized.	3
Program	2	Provide employees commuter benefits to encourage the use of alternative transportation	Provide general commute benefits to employees, which may include financial subsidies or pre-tax deductions for transit, carpooling, and vanpooling activities. Avoid double-counting by not including with individual measures.	1
Program	2	Provide Ride-Sharing Programs	Provide service for matching individuals interested in carpooling who have similar commute patterns. For high reduction, include incentive programs such as subsidies or preferential parking.	1
Program	2	Voluntary travel behavior change program	Provide one-on-one intensive intervention to encourage individuals to change their travel behavior. Program may include incentives, gamification, or other methods.	1
Program	3	Implement a School Pool Program	Implement a program encouraging families to find carpools for school pick-up and drop-off, including a matching service.	2
Program	3	Implement Bike Sharing Program	Dedicate land for or provide subsidies for a bike sharing system, ideally one with high penetration in a larger area. Only applies if bike share station is eventually built on site.	3
Program	3	Provide Neighborhood schools (rather than regional or non-geographic attendance)	Promote Neighborhood Schools over Regional Schools	1
Program	3	Targeted Behavioral Intervention	Provide intensive one-on-one counseling and encouragement, along with subsidies, to encourage individuals to use non-drive alone modes.	1
Program	3	Vanpool Incentives	Provide subsidies for individuals forming new vanpools for their commute, as well as marketing of vanpooling as option. Applies only to large office buildings with substantial numbers of employees.	1



Category	Highest Tier of Evidence	Strategy	Description	Available Studies
Program	4	Operate a Free Long-distance Door-to-Door Transit Fleet	Provide direct shuttle service from areas with high concentrations of employees working at project site directly to the workplace.	1
Program	4	Unbundle Parking Costs from Property Cost (On Site Parking)	Require tenants / owners to purchase parking separately from the primary land use.	1

Source: Fehr & Peers.





Attachment B: Summary of ACTAC VMT Reduction Strategy Survey Results

Memorandum

Date: August 24, 2020

To: Aleida Andrino-Chavez and Saravana Suthanthira, Alameda County Transportation Commission

From: Julie Morgan and Drew Levitt, Fehr & Peers

Subject: **Summary of ACTAC VMT Reduction Strategy Survey Results, and Recommendations for Additional Strategies to Include in Alameda VMT Tool**

SF20-1105

Introduction

The Alameda County Transportation Commission, with the help of Fehr & Peers (Project Team), is developing a vehicle miles traveled (VMT) reduction calculator tool for use across Alameda County to support member agencies as they implement Senate Bill 743 Requirements. This tool will be modeled after a VMT reduction calculator tool produced by the San Diego Association of Governments (SANDAG) in 2019 (the "SANDAG tool") with the help of ICF International.

The Project Team received input from the Alameda County SB 743 Working Group about how the SANDAG tool could be modified to better meet the needs of Alameda County jurisdictions. To supplement this input, the Project Team developed an online survey (see Attachment A) for all of the members of the Alameda County Technical Advisory Committee (ACTAC) to solicit feedback from them about the types of VMT reduction strategies commonly used in their jurisdictions and the strategies they view as being important to include in the VMT calculator tool.

This memorandum summarizes the contents and results of the survey, and examines in greater detail the VMT reduction strategies identified by survey respondents as most preferred for inclusion in the Alameda County VMT tool.



Survey Contents

The survey contained five items, as follows:

- Request for the name and affiliation of respondent
- List of VMT reduction strategies already contained in the SANDAG VMT calculator tool
- List of strategies that might be added to the Alameda County VMT tool, with a request to rank those strategies in order of importance to the respondent
- Question about which VMT reduction strategies are commonly used in the respondent's jurisdiction
- Opportunity for an open-ended comment

Survey Results

A total of 12 ACTAC members completed the survey. Only two questions (name/affiliation and ranking of strategies in order of importance) were mandatory, so there were fewer than 12 responses received to the other questions.

Preferred VMT Reduction Strategies

The following seven strategies received moderate to strong support from the survey respondents, defined as being ranked as important by at least half of the respondents. Below is a brief description of each strategy and an indication of the level of research literature available to support that strategy, as well as a note about the number of respondents reporting that the strategy is currently used in their jurisdiction.

1. Implement Subsidized or Discounted Transit Program - Provide transit passes or fares for all site affiliates (employees, residents, visitors), either partially or fully subsidized.
 - Supported by 3 studies, with a highest tier of evidence of 2¹
 - Similar to "Employer Transit Pass Subsidy" in SANDAG tool, but also applies to residents and other users of the project site
 - 5 of 10 people indicated their jurisdiction currently uses this strategy

¹ The "tier of evidence" rating comes from the VMT tool project for the City of San Jose, in which the strength of the research supporting each VMT strategy was ranked from 1 to 5, with 1 being the best/strongest evidence and 5 being the weakest evidence. See the memo "Summary of SANDAG VMT Reduction Calculator Tool", dated June 1, 2020, for more detailed information.



2. *Provide Employee Commuter Benefits* - Provide general commute benefits to employees to encourage the use of alternative transportation, which may include financial subsidies or pre-tax deductions for transit, carpooling, and vanpooling activities.
 - Supported by 1 study with a tier of evidence of 2
 - Similar to “Employer Transit Pass Subsidy” in SANDAG tool, but also applies to carpooling and vanpooling
 - 7 of 10 people indicated their jurisdiction currently uses this strategy
3. *Provide Neighborhood Traffic Calming Measures* - Require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods. Traffic calming measures would be intended to reduce motor vehicle speeds and encourage pedestrian and bicycle trips.
 - Supported by 2 studies, with a highest tier of evidence of 2
 - 4 of 10 people indicated their jurisdiction currently uses this strategy
4. *Integrate Affordable and Below Market Rate Housing* - Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites.
 - Supported by 3 studies, with a highest tier of evidence of 3
 - 1 of 10 people indicated their jurisdiction currently uses this strategy
5. *Increase Development Density* - Require a higher intensity of use for a specific location. This may involve increasing residential or office density, or a mixture of both.
 - Supported by 4 studies, with a highest tier of evidence of 1
 - 5 of 10 people indicated their jurisdiction currently uses this strategy
6. *Provide End of Trip Bike Facilities* - Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers.
 - Supported by 3 studies, with a highest tier of evidence of 3
 - 5 of 10 people indicated their jurisdiction currently uses this strategy
7. *Provide Bike Parking* - Build and maintain in all projects a certain level of bicycle parking.
 - Supported by 3 studies, with a highest tier of evidence of 3
 - 7 of 10 respondents indicated their jurisdiction currently uses this strategy



Given the level of interest in these strategies, and the fact that each strategy is supported by at least a modest level of evidence in the research literature (i.e., a tier of evidence of at least 3), our recommendation is to incorporate six of the seven strategies described above into the Alameda VMT tool. Strategy #2, *Provide Employee Commuter Benefits*, has similar characteristics to the “Employer Transit Pass Subsidy” strategy that is already included in the SANDAG tool and has only one study supporting it, so it would not provide a sufficiently different option to warrant including it in the Alameda tool. By contrast, Strategy #1, *Implement Subsidized or Discounted Transit Program*, has some similarities with strategies already in the SANDAG tool but has the important distinction of also applying to residential projects. Many respondents expressed a strong interest in having more VMT reduction options for residential uses, so our recommendation is to include a strategy in the Alameda tool that is focused on subsidized transit passes in residential projects.

Open-Ended Responses and General Comments

The survey respondents offered a number of suggestions for additional VMT reduction strategies that are of interest in their jurisdictions. These generally fell into the following categories:

Infrastructure for Transit, Bicycle, and/or Pedestrian Usage

There were several suggestions to include infrastructure items such as protected intersections, bus stops, wider sidewalks, separated bikeways, and the like. The SANDAG tool already includes several strategies that are intended to encourage more usage of transit, walking and cycling through provision of safer and more comfortable infrastructure. All of these infrastructure items are categorized as “community-scale” strategies in the SANDAG tool because the literature indicates that they are most effective at influencing travel behavior when applied throughout an entire neighborhood. There is limited research available to support a conclusion that infrastructure improvements at an individual project site (such as adding amenities to a single bus stop or widening the sidewalk for a few dozen feet) has a measurable effect on reducing the VMT from that project. For this reason, our recommendation is to maintain the SANDAG approach of classifying infrastructure improvements as “community-scale” strategies.

Connections to Transit Hubs

Several comments suggested shuttle-type services linking transit hubs, such as BART stations, with employment or residential centers; this could take the form of a carshare program, micromobility options such as scooters or e-bikes, or a more traditional circulator shuttle. The SANDAG tool already includes several examples of programs that achieve this goal, including carsharing and a neighborhood shuttle program. Therefore, our recommendation is to maintain the SANDAG approach to this topic.



Parking-related Strategies

The SANDAG tool includes several strategies related to parking, such as parking cash-out, in which employees are offered the cash value of the parking space in lieu of driving, and the pricing of parking spaces in order to disincentivize driving. One comment from the survey suggested priority parking for carpools and vanpools, which is already included in the SANDAG tool strategy related to vanpool programs. Another comment suggested that park-and-ride lots could be considered a VMT reduction strategy; while this might be an option at the community scale, there is no evidence in the available literature about the effectiveness of this strategy on reducing areawide VMT, nor would this strategy be applicable at the individual project level, so our recommendation is not to include it in the Alameda VMT tool.

Residential-focused vs. Office-focused Strategies

Some comments noted that the SANDAG tool includes a range of strategies suitable for employment uses, and particularly for office employees, but that it has limited strategies applicable to residential uses. Some residential-focused strategies that were mentioned in the comments include unbundled parking (in which the cost of a parking space is separated from the cost of the residential unit), requiring the inclusion of telework or co-working spaces in new residential developments, or requiring that some retail or personal services be mixed in with new residential developments.

The SANDAG tool already includes an item for mixing complementary land uses and increasing the diversity of the project area. For the concept of unbundled parking, that strategy is not well supported by the available literature (the highest tier of evidence is 4), so we do not recommend adding it to the tool. Regarding telework, the SANDAG tool already includes a strategy to encourage employees to telework; unfortunately, there is very little evidence in the literature to date about the effectiveness of including telework or co-working space in a residential development, so it would not be feasible to include that strategy in the Alameda VMT tool at this time. Given the dramatic increase in work-from-home activity during the current COVID-19 situation, it is likely that there will be increased research interest in this topic such that future versions of the tool might be able to include it as a VMT reduction strategy.

Next Steps and Recommendation

Based on the input received, we recommend that the Alameda County VMT tool include all of the strategies currently included in the SANDAG tool, plus the following additional strategies listed below (and as further described above).

- *Implement Subsidized or Discounted Transit Program* - Provide transit passes or fares, either partially or fully subsidized, with particular emphasis on residential land uses.



- *Provide Neighborhood Traffic Calming Measures* - Require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods.
- *Integrate Affordable and Below Market Rate Housing* - Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites.
- *Increase Development Density* - Require a higher intensity of use for a specific location.
- *Provide End of Trip Bike Facilities* - Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers.
- *Provide Bike Parking* - Build and maintain in all projects a certain level of bicycle parking.



Appendix A: ACTAC Survey

As of August 2020, the survey distributed to ACTAC members was available at <https://www.surveymonkey.com/r/MGMBP95> . The survey is also included in PDF format in the following pages.



Alameda County Transportation Commission

Alameda CTC VMT Calculator Tool - Potential New VMT Reduction Strategies

Potential New Strategies for VMT Tool

The Alameda County Transportation Commission, assisted by Fehr & Peers, is developing an Excel-based tool to calculate Vehicle Miles Traveled (VMT) reductions associated with a range of VMT-reducing strategies that could be incorporated in proposed land use projects in order to decrease the potential VMT generated by the project and comply with the requirements of SB 743. This tool will be based on a similar tool produced by the San Diego Association of Governments (SANDAG). As part of this work, we will add up to six additional VMT reduction strategies beyond the strategies already included in the SANDAG tool.

The SANDAG tool includes the following VMT reduction strategies:

- **Employer Commute Program** – an all-inclusive employer commute program that may or may not require monitoring, reporting, or performance standards
- **Employer Carpool Program** – actions to encourage carpooling, such as ride-matching assistance, priority parking for carpool vehicles, and carpooling incentives
- **Employer Transit Pass Subsidy** – subsidies for daily or monthly transit passes
- **Employer Vanpool Program** – vehicle lease subsidies and/or priority parking for 5-15 person vanpools
- **Employer Telework Program** – enabling employees to work remotely on a periodic basis
- **Transit Oriented Development** – compact and walkable development located close to high-frequency transit service
- **Mixed Use Development** – a mix of complementary land uses that support non-automotive travel and short intra-project trips
- **Parking Pricing** – on- or off-street priced parking that manages the parking supply, disincentivizing vehicle travel
- **Parking Cash Out** – allowing employees who are offered free parking to receive the cash value of the parking space instead of the space itself
- **Street Connectivity Improvement** – uses intersection density as a proxy for connected street grids that are supportive of walking, biking, and shorter drive trips
- **Pedestrian Facility Improvement** – adding sidewalks and pedestrian crossing facilities to encourage walking
- **Bikeway Network Expansion** – implementing a network of bicycle facilities to encourage biking
- **Bikeshare** – short-term bike rental systems, including e-bike rentals, to shift trips from driving to biking
- **Carshare** – convenient access to short-term rental vehicles to help reduce vehicle ownership
- **Community-Based Travel Planning** – residential outreach to encourage the use of non-

automotive travel modes

- **Transit Service Expansion** – making transit more effective and attractive by increasing the length of bus transit routes and/or reducing headways on existing transit routes
- **Transit-Supportive Treatments** – transit signal priority, curb extensions, dedicated bus lanes, and other measures designed to improve transit speed and reliability
- **Transit Fare Reduction** – reducing the out-of-pocket cost of taking transit, making transit more attractive relative to other modes
- **Microtransit NEV (Neighborhood Electric Vehicle) Shuttle** – ride-hailing apps and neighborhood electric vehicles that serve short trips and connect transit riders to the “last mile”

We'd like you to tell us which strategies you'd most like to see added to an Alameda-specific VMT reduction calculator tool. Please note that we cannot guarantee the inclusion of any individual strategy.

* 1. Please provide your name and agency affiliation.

* 2. Fehr & Peers has identified 11 additional VMT reduction strategies that are not included in the SANDAG tool and are supported by substantial research evidence. Information that is used for the purposes of supporting a CEQA conclusion needs to be supported by "[substantial evidence](#)."

Please rank the below VMT reduction strategies from 1 (this strategy is MOST important to include in the tool) to 11 (this strategy is LEAST important to include in the tool).



Increase Development Density - Require a higher intensity of use for a specific location. This may involve increasing residential or office density, or a mixture of both



Integrate Affordable and Below Market Rate Housing - Encourage building a greater percentage of smaller units that allow a greater number of families with lower levels of auto ownership to be accommodated on infill and transit-oriented development sites



Provide Neighborhood Traffic Calming Measures - Require the development to include pedestrian/bicycle safety and traffic calming measures both on-site and in the surrounding neighborhoods. Traffic calming measures would be provided to reduce motor vehicle speeds and encourage pedestrian and bicycle trips



Eliminate Free Street Parking on Residential Streets - Remove free street parking from residential neighborhoods



Limit Parking Supply - Decrease parking supply at the project site to below ITE standards



Provide Bike Parking - Build and maintain in all projects a certain level of bicycle parking



Provide End of Trip Bike Facility - Build and maintain facilities for active transportation users such as bicycle lockers, shower facilities, changing rooms, and personal lockers



Implement Commute Trip Reduction Marketing/Education - Implement marketing campaign targeting all project site affiliates that encourages the use of transit, shared rides, and active modes



Implement Subsidized or Discounted Transit Program - Provide transit passes or fares for all site affiliates (employees, residents, visitors), either partially or fully subsidized



Provide Employees Commuter Benefits - Provide general commute benefits to employees to encourage the use of alternative transportation, which may include financial subsidies or pre-tax deductions for transit, carpooling, and vanpooling activities



Implement a School Pool Program - Implement a program encouraging families to find carpools for school pick-up and drop-off, including a matching service

3. Which of these VMT reduction strategies does your jurisdiction commonly use?

- ☐ Increase Development Density
- ☐ Integrate Affordable and Below Market Rate Housing
- ☐ Provide Neighborhood Traffic Calming Measures
- ☐ Eliminate Free Street Parking on Residential Streets
- ☐ Limit Parking Supply
- ☐ Provide Bike Parking
- ☐ Provide End of Trip Bike Facility
- ☐ Implement Commute Trip Reduction Marketing/Education
- ☐ Implement Subsidized or Discounted Transit Program
- ☐ Provide Employees Commuter Benefits
- ☐ Implement a School Pool Program

4. Are there any VMT reduction strategies not listed above that you would like to see in the tool? Please note that the above strategies were selected because of the availability of supporting evidence, so other strategies may not be feasible to add.

5. Do you have any other comments or suggestions regarding the Alameda CTC VMT calculator tool?

ATTACHMENT B: TDM STRATEGIES IN SANDAG TOOL**Table 1 - PROJECT LEVEL STRATEGIES**

Employer Commute Programs	Land Use Strategies	Parking Management
Voluntary Commute Program	Transit Oriented Development	Parking Pricing
Mandatory Commute Program		
Employer Carpool		
Employer Transit Pass	Mixed Use Development	Parking Cash Out
Employer Vanpool		
Telecommute Program		

Table 2 - CITY/COMMUNITY LEVEL STRATEGIES

Neighborhood Enhancement	Transit Enhancement
Street Connectivity	Transit Service Expansion
Pedestrian Facility Improvement	Transit Frequency Improvements
Bicycle Network Expansion	Transit Supportive Treatments
Bicycle Facility Improvement	Transit Fare Reduction
Bikeshare	Microtransit-NEV Shuttle
Carshare	
Community Based Travel Planning	

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Memorandum

5.4

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: October 1, 2020

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
Jacki Taylor, Senior Program Analyst

SUBJECT: Cycle 5 Active Transportation Program: Summary of Applications from Alameda County Jurisdictions

Recommendation

Receive update on the Cycle 5 Active Transportation Program (ATP) applications received by the Metropolitan Transportation Commission (MTC) from Alameda County jurisdictions. This is an information item.

Summary

The California Transportation Commission (CTC) announced the ATP Cycle 5 Call for Projects on March 25, 2020. Cycle 5 includes \$440 million of ATP funding that is a mix of federal funding, State SB1 and State Highway Account (SHA) funding. The programming years for Cycle 5 include fiscal years 2021/22 - 2024/25. The application deadline, originally scheduled for June was extended to September 15, 2020. Here is a breakdown of the funding available from the Statewide and Regional Programs:

Cycle 5 Program	Programming Agency	Amount Available
Statewide ATP	CTC, Caltrans	\$220 million
Regional ATP	MTC	\$37 million

Applicants were required to submit applications to the Statewide Program in order to be considered for regional ATP funding if not recommended for Statewide funding. The CTC received approximately 453 applications under the Statewide program. For the Bay Area Region's program, MTC received 58 applications from jurisdictions across the region requesting approximately \$340 million of ATP. This includes a total of 19 applications from Alameda County jurisdictions requesting approximately \$131 million.

A summary of applications received by MTC from Alameda County jurisdictions is provided in Attachment A. The ATP Cycle 5 Application log for the Statewide Program can be accessed by visiting:

<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle5>

The deadline for the required hard copies of the State applications is October 15th, 2020. The CTC required applicants to also submit applications to the administering regional agency (MTC), by the final filing date of September 15th. MTC did not require applicants to provide hard copies. CTC is scheduled to release staff recommendations for the Statewide Program in February 2021 and adopt the Statewide program in March 2021. MTC plans to release its staff recommendations in March or April 2021 and adopt the Regional Program in June 2021.

In addition to releasing the ATP Cycle 5 Statewide Program application log, the CTC has released staff recommendations for the ATP Cycle 5 "Quick-build" Pilot Program. A total of \$7 million from the Statewide Program was available for this program and the CTC's recommendation was \$4.4 million. Of the two Alameda County jurisdictions that submitted Quick-build applications, City of Berkeley's Martin Luther King Jr. Way Vision Zero Phase I project is recommended for \$600,000. The Quick-build project staff recommendations and are scheduled to be approved by the CTC at its October 2020 meeting and the entire list can be accessed at: <https://catc.ca.gov/-/media/ctc-media/documents/programs/atp/2020/2021-atp-quick-build-project-pilot-program-staff-recommendations-final-a11y.pdf>

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

Attachment:

- A. ATP Cycle 5 Summary of Applications from Alameda County Jurisdictions

Metropolitan Transportation Commission

2021 Regional Active Transportation Program - Cycle 5

List of Applications Received - Alameda County

As of: 9/18/2020

Index	County	Agency	Project Title	Total ATP Request (\$1,000s)	Total Project Cost (\$1,000s)
1	ALA	ACTC	East Bay Greenway	\$ 24,000	\$ 224,070
2	ALA	Alameda County PW	Anita Avenue Safe and Accessible Route to School and Transit	\$ 2,100	\$ 5,425
3	ALA	Alameda County PW	Closing the gap in Niles Canyon; the Niles Canyon Pathway	\$ 2,800	\$ 26,522
4	ALA	Alameda County PW	D Street Safe Route to Fairview Elementary School	\$ 2,500	\$ 6,964
5	ALA	Alameda County PW	E. Lewelling Boulevard Safe and Complete Street for Active Transportation	\$ 2,996	\$ 9,233
6	ALA	Alameda County PW	Mission Boulevard Safe and Complete Street for Active Transportation	\$ 7,900	\$ 30,943
7	ALA	Alameda County PW	San Lorenzo Creekway: Building Equitable Active Transportation in Alameda County	\$ 20,967	\$ 28,300
8	ALA	BATA	West Oakland Link to Bay Trail and Bay Bridge Path	\$ 3,000	\$ 65,035
9	ALA	Berkeley	Addison Street Bicycle Boulevard Project	\$ 1,997	\$ 1,997
10	ALA	Berkeley	Washington Elementary and Berkeley High SR2S Project	\$ 1,425	\$ 1,425
11	ALA	Dublin	City of Dublin Safe Routes to Schools Project	\$ 3,444	\$ 5,323
12	ALA	Emeryville	40th Street Protected Bikeway and Pedestrian Improvements	\$ 1,374	\$ 13,915
13	ALA	Fremont	Walnut Avenue Corridor Protected Intersections Project	\$ 2,712	\$ 3,555
14	ALA	Oakland	7th Street Connection Project	\$ 14,180	\$ 21,037
15	ALA	Oakland	Bancroft Avenue Greenway	\$ 4,475	\$ 33,690
16	ALA	Oakland	East Oakland Neighborhood Bike Routes	\$ 17,269	\$ 21,859
17	ALA	Oakland	Garfield Elementary Safe Routes to School	\$ 937	\$ 947
18	ALA	Oakland	International Boulevard Pedestrian Lighting and Sidewalk Improvements	\$ 11,651	\$ 14,824
19	ALA	Oakland	International Boulevard Pedestrian Lighting and Sidewalk Improvements (M)	\$ 5,212	\$ 6,598
Totals				\$ 130,939	\$ 521,662

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