



ALAMEDA COUNTY TRANSPORTATION COMMISSION

2022 COMPREHENSIVE INVESTMENT PLAN

Notice of Funding Opportunity

The Alameda County Transportation Commission (Alameda CTC) is embarking on the development of the 2022 Comprehensive Investment Plan (2022 CIP) and is announcing the availability of \$26.0M of combined Measure B, Vehicle Registration Fee (VRF), and Transportation Fund for Clean Air (TFCA) discretionary program funds for bicycle/pedestrian and transit-related improvements within Alameda County. The 2022 CIP will program funding anticipated between fiscal years 2021-22 thru 2025-26.

Alameda CTC is responsible for planning, funding and delivering transportation projects and programs within Alameda County. This includes the programming of federal, state, regional and local transportation funding.

The CIP is Alameda CTC's near-term strategic planning and programming document through which fund sources administered by Alameda CTC are programmed through a consolidated process to maximize investments towards critical transportation infrastructure and program operations needs that are essential for developing and maintaining the county's transportation system.

Due to the available funding sources for the 2022 CIP, eligible projects are limited to the following project categories:

- 1) Bicycle and/or pedestrian capital projects and programs
- 2) Transit-related capital projects
- 3) Shuttle operations
- 4) Plans/Studies

Only projects that are ready for implementation in fiscal years 2021-22 through 2025-26 should apply at this time. Available funding will be prioritized towards improvements that can be implemented and/or demonstrate construction readiness within the first two years of the 2022 CIP.

Alameda CTC is accepting applications through Monday, February 1, 2021.

PROGRAM GUIDELINES

1. Eligible Applicants

Eligible applicants (direct recipients) of funds programmed through the CIP are limited to the following:

- Cities of Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, Union City
- County of Alameda
- Transit agencies and operators in Alameda County
- East Bay Regional Parks District (EBRPD)
- Alameda County Transportation Commission (Alameda CTC)

Entities that are not identified above as eligible direct recipients will only be eligible to receive CIP funds as sub-recipients by partnering with an eligible direct recipient that is willing to pass through the funds to a sub-recipient. Exceptions allowing other entities to directly receive funds may be granted by Alameda CTC on a case-by-case basis.

2. Fund Estimate

The 2022 CIP fund estimate includes approximately \$26.0 million of funding anticipated between fiscal years 2021-22 thru 2025-26, from the following discretionary programs:

CIP Principal Program	Fund Sources	5-year CIP Fund Estimate
Bicycle and Pedestrian Program	MB Bike/Ped Countywide Discretionary VRF Bike/Ped Safety Program	\$7.0M
Transit Program	MB Express Bus VRF Transit for Congestion Relief Program	\$14.0M
Transit Center for Development Program	MB Transit Center Development Program	\$2.0M
Transportation Fund for Clean Air (TFCA)	Transportation Fund for Clean Air (TFCA)	\$3.0M
Total 2022 CIP Fund Estimate		\$ 26.0M

3. Minimum and Maximum Award and Matching Requirements

Project Type	Minimum Request	Maximum Request	Minimum Match
Capital Improvement	\$250,000	\$2,000,000	25% (for each phase requested)
Programs and Shuttle Operations	\$100,000 per year	\$500,000 per year	75%
Plans and Studies	\$75,000	\$100,000	50%

- Matching funds must be expended concurrently and proportionally for each phase programmed with Alameda CTC-administered funds.
- Previously incurred costs or previously expended funds do not count towards fulfilling minimum matching requirements.
- Per the Alameda CTC's Small Cities Program Policy, the Cities of Albany, Emeryville, and Piedmont are not required to provide a match.
- On a case-by-case basis, Alameda CTC may consider exceptions to the minimum funding request identified for each project category.

4. Eligible Projects

The CIP will focus on comprehensive transportation projects that yield significant benefits to the countywide transportation system. In general, smaller projects or early project development (planning/scoping) activities that are able to be funded through local means (direct local distribution funds) will be a lesser priority for discretionary funding.

Eligible project requirements are identified below:

- Projects, programs and plans ("projects") proposed for funding through the 2022 CIP must be included in the 2020 Countywide Transportation Plan (CTP) project listings (10-Year Priority, 30-Year Projects, and Programmatic Projects).
- Projects must demonstrate a public benefit towards building and maintaining the transportation infrastructure in Alameda County.
- Projects must be publicly accessible and not intended solely for use by a private entity.
- Capital projects may include (but are not limited to):
 - New or modified bicycle/pedestrian facilities, bicycle lane striping, designated pedestrian path markings, signage/signals, bicycle parking, street reconfigurations, street closures, and bicycle/pedestrian safety improvements.
 - Transit infrastructure enhancements and expansion
 - Safety or modernization improvements to transit centers, stations or facilities
 - Transportation improvements that provide greater transit access for residents of low-income and disadvantaged communities
- Non-capital projects may include (but are not limited to):
 - Safety education, training, enforcement and promotional programs
 - Transportation demand and traffic management programs
 - Shuttle operations
- Plans/ Studies

- Projects must meet the eligibility requirements of the funding sources and CIP Programs that are ultimately programmed by Alameda CTC.
 - For a complete listing of eligible project types for the funding sources/CIP Programs included in the 2022 CIP fund estimate, please refer to the applicable program descriptions (e.g., Bicycle and Pedestrian Program, Transit Program, and Transit Center for Development Program) found within [Appendix D - CIP Programming Principles and Guidelines](#).

5. Eligible Costs

Costs eligible for reimbursement must be in accordance with the policies and provisions set forth and described in detail in CIP Policy 4 - Eligible Costs for Reimbursement, found within [Appendix E – CIP Policies and Procedures](#).

Eligible costs for funds programmed through the CIP include:

- Project development and preconstruction activities such as scoping-level documents, preliminary study reports, feasibility studies, environmental documents, preliminary engineering and design work.
- Activities related to construction, rehabilitation, environmental mitigation, capital equipment acquisition.
- Consultant or contracted costs, and other direct costs to implement the proposed improvement(s).
- Program implementation, transit services, and shuttle operations.

For Measure B/BB/Vehicle Registration Fee Direct Local Distribution Recipients, costs for Project Sponsor staff labor related to project administration, contract management of professional and construction services, are not eligible for reimbursement with allocated funds per the Local Cooperation Policy.

6. Project Screening and Selection Criteria

Project applications that meet the following screening criteria will be considered:

1. Project is identified in the Alameda CTC 2020 Countywide Transportation Plan.
2. Project meets the required minimum match, by project category and phase, for the Alameda CTC-administered funds requested.

The primary CIP project selection criteria are as follows:

1. Project Readiness: Project contains a well-defined funding plan, budget, and schedule. Project has no foreseeable implementation issues, has governing

body approval, and is supported by the local community. Applicant clearly identifies the ability to coordinate among appropriate internal and external agencies, and has identified stakeholders. A project with a completed project initiation, scoping document, or equivalent will receive a higher priority consideration for readiness.

2. Project Need and Benefits: Project clearly defines project needs and how proposed transportation improvement will benefit the intended users at a local and countywide level, and provide a usable segment (as applicable).

Alameda CTC will consider key project merits and anticipated project performance such as (listed in no particular order):

- Transportation Significance: Project demonstrates regional or countywide significance towards improving the transportation network, economic competitiveness, and environmental conditions i.e. regional greenhouse gases.
 - Safety and Connectivity: Project's ability to foster a safe, connected, and accessible transportation system for multimodal movement of goods and people.
 - Multimodal Access: Project's ability to contribute to a multimodal transportation system that serves all users, provides transportation choices, and provides greater access to schools, jobs, homes, and transit.
 - Congestion Relief: Project's ability to enhance mobility and access by addressing existing and future congestion and travel demands.
 - State of Good Repair: Project's ability to improve the condition of existing transportation facilities or address identified issues if the system is left unimproved.
3. Access Improvements/Communities of Concern: Project's ability to address transportation access and infrastructure needs within identified Communities of Concern (COCs).
 4. Matching Funds: Project has secured or committed funding from other funding sources outside of Alameda CTC's funding resources that is beyond the minimum matching requirement.

Projects will be scored on a scale based on the project's expected outcomes and performance, project readiness, sustainability, and leveraging ability as shown table below.

General Criterion	Criterion Description	Score Scale	Criteria Weight
A. Project Readiness	The project has a well-defined funding plan, budget and schedule; implementation of the project or project phase(s) is feasible; governing body approval and community support are demonstrated; and the sponsor demonstrates coordination among internal and external agencies, as applicable	45	45%
B. Needs and Benefits	The project need is clearly defined and demonstrates how the transportation improvement will benefit intended users by increasing connectivity, improving access, addressing high injury network, maintaining transportation facilities/equipment, improving safety, facilitating a clean environment, promoting innovation and contributing to economic growth.	35	35%
C. Access Improvements/ Communities of Concern	The project demonstrates a significant impact and benefit to one or more identified Communities of Concern, and provides greater access to schools, jobs, homes, and transit.	10	10%
D. Matching Funds	Commits other identified funds beyond the minimum match requirement for the phase(s) funds are being requested. Up to 10 points assigned, 2 points earned for every additional 5% match beyond minimum match requirement.	10	10%
Total		100	100%

Additionally, programming recommendations may not be based strictly on the scoring criteria alone. Consideration will be given towards the requirements of the various Alameda CTC administered fund sources, project delivery requirements, geographic equity, and countywide synergies of proposed improvements.

7. Programming Priorities

Funds are prioritized to projects as follows:

- a. Achieves Fundamental Programming Principles: The degree to which projects achieve the CIP’s five (5) fundamental programming principles:
 - 1. Implementing Alameda CTC’s adopted visions and goals
 - 2. Balance strategic investments across project delivery phases
 - 3. Maximize transportation investments
 - 4. Investments in all modes and areas within Alameda County
 - 5. Deliver solutions while ensuring accountability

- b. Countywide Significance: Projects identified as a countywide priority, as an identified project, or along a transportation corridor, in Alameda CTC’s

Countywide Transportation Plan (CTP), Countywide Active Transportation and the transportation expenditure plans, will receive higher priority consideration.

- c. Readiness: Projects demonstrating higher state of construction readiness will receive higher priority consideration. Readiness includes technical and financial readiness such as completion of engineering, environmental and design studies, identification of risk-mitigation measures, secured funding towards project completion, feasible schedule, etc. Projects must be deliverable within the timeframe that funds are made available. Available funding will be prioritized towards improvements that can be implemented and/or demonstrate construction readiness within the first two years of the 2022 CIP.
- d. Fund Leveraging: Projects that leverage external funding commitments (such as federal and State discretionary funds) shall receive higher priority consideration.
- e. Coordination and Support: The degree to which a project demonstrates coordination and support from multiple jurisdictions, agencies, and the community stakeholders throughout the planning and project implementation phases, and identification of commitments to maintain the improvements after completion.

8. Application Requirements

- Eligible applicants may submit up to three (3) 2022 CIP funding applications for consideration. Applicants will be asked to prioritize each application in respect to their total number of applications submitted i.e. Priority 1 of 3, 2 of 3, 3 of 3.
- Applications for the 2022 CIP are to be prepared and submitted through Alameda CTC's online grant application system by the stated deadline.
 - Access to the 2022 CIP application is provided here:
<https://www.alamedactc.org/funding/funding-opportunities/>
- The applicant must provide sufficient detail on the proposed improvement(s) and their benefits, implementation schedule, funding request, confirmation of matching commitment, and project cost details.
- A governing body-approved resolution of local support is not required at the time of the application but is highly recommended to document the project need and local funding commitment. A resolution of local support will be required for all projects recommended for 2022 CIP funding.

Project sponsors will not be applying for a specific fund source through the 2022 CIP process. Rather, Alameda CTC will evaluate submitted projects based on the Commission-approved CIP project selection criteria and match successful

candidate projects with the appropriate fund source(s) available in the 2022 CIP Fund Estimate.

Only project applications that demonstrate the project or project phase(s) can be implemented within the time period of fund availability and in accordance with the requirements of the identified fund source(s) can be recommended for funding.

9. Application Deadline

Applications must be received by Alameda CTC by 11:59 p.m. on February 1, 2021.

10. Application Review and Grant Award Process

Alameda CTC staff will review applications to ensure proposed projects meet the CIP program goals and associated fund source eligibility requirements. Alameda CTC may request additional information from an applicant during this review. Upon successful determination of project and funding eligibility, Alameda CTC staff will develop CIP program recommendation for the Commission's consideration.

11. Post Funding Award and Allocation Requirements

Project Sponsors awarded Alameda CTC-administered funding are required to:

- Submit a governing body approval resolution that accepts Alameda CTC funds and confirms local matching commitments, project delivery strategy and local support for the project. Resolutions are to be received prior to entering into a project funding agreement with Alameda CTC.
- Once Alameda CTC-administered funding is allocated, encumber the funding by entering into a project funding agreement with the Alameda CTC. Agreements will include project scope, cost, schedule, performance measures, requirements for reporting, publicity, and audits, task deliverables, effective date of reimbursable costs, etc. A sample funding agreement is posted with the call for project materials: <https://www.alamedactc.org/funding/funding-opportunities/>.
- Comply with Alameda CTC's Local Business Equity Program requirements: <https://www.alamedactc.org/get-involved/contract-equity/>

12. Reimbursement

The Alameda CTC's discretionary funding programs operate on a reimbursement basis for eligible, incurred costs. Eligible costs are based on the Project Sponsor's funding application and further defined in the executed funding agreement between Alameda CTC and the Project Sponsor. Requests for reimbursement will only be approved for payment upon a fully executed funding agreement and satisfactory documentation of costs incurred by the Project Sponsor.

13. Other Requirements/Considerations

- Alameda CTC may consider on a case-by-case basis exceptions to the programming requirements of the CIP guidelines in the event of unanticipated programming actions/funding availability, or if a proposed project has extraordinary project merit, project synergies, or project delivery circumstances that if implemented will result in a significant countywide benefit.
- Upon project completion, Project Sponsors must provide a Final Report that describes the accomplishments of the funded project.
- All requests for reimbursement must be submitted no less than sixty (60) days prior to funding agreement expiration date.
- Successful Project Sponsors are limited to a single funding agreement time-extension of up to twenty-four (24) months that is required to be approved by the Commission.

14. Resources

Refer to the below link for 2022 CIP resources, including application, CIP program requirements, policies, and programming principles, a sample funding agreement, and other relevant requirements and resources:

<https://www.alamedactc.org/funding/funding-opportunities/>

15. Schedule

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| • Release 2022 CIP Call for Projects | December 7, 2020 |
| • Online Application Form Available | December 11, 2020 |
| • CIP Application Workshop | December 16, 2020 |
| • Application Deadline | February 1 2021 |
| • 2022 CIP Funding Recommendation | April - May 2021 |
| • Execute Funding Agreements | July 1, 2021 |

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