

Memorandum

AGENDA ITEM 6

DATE: February 10, 2025

TO: Treasure Island Mobility Management Agency Committee

FROM: Suany Chough - Assistant Deputy Director for Planning

SUBJECT: 02/18/25 Committee Meeting: Authorize the Executive Director to Execute Subaward Agreements with One Treasure Island in an Amount Not to Exceed \$2,382,935, the San Francisco Municipal Transportation Agency in an Amount Not to Exceed \$4,788,248, and the San Francisco Bay Area Water Emergency Transportation Authority in an Amount Not to Exceed \$3,200,000 with U.S. Environmental Protection Agency Community Change Grant Program Funds for Transportation Improvement Projects on Treasure Island

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Authorize the Executive Director to execute subaward agreements in U.S. Environmental Protection Agency (U.S. EPA) Community Change Grant Program Funds for transportation improvement projects on Treasure Island with the following project partners:</p> <ul style="list-style-type: none"> • One Treasure Island (One TI) in an amount not to exceed \$2,382,935 • San Francisco Municipal Transportation Agency (SFMTA) in an amount not to exceed \$4,788,248 • San Francisco Bay Area Water Emergency Transportation Authority (WETA) in an amount not to exceed \$3,200,000 <p>Authorize the Executive Director to negotiate agreement payment terms and non-material agreement terms and conditions.</p> <p>SUMMARY</p> <p>We are seeking approval and authorization for the Executive Director to execute subaward agreements for U.S. EPA Community Change Grant Program Funds for transportation improvement projects on Treasure Island. The total grant amount is \$19,965,495; a total not to exceed amount of</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input checked="" type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
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<p>\$10,371,183 would be awarded to project partners, and the Treasure Island Mobility Management Agency (TIMMA) would retain the remaining \$9,594,312. Treasure Island Connects (TI Connects) is a six-part project intended to benefit disadvantaged communities living on Treasure Island by expanding clean public transportation, reducing exposure to harmful pollutants, and promoting equitable access to resources (described below). TI Connects realizes several key projects prioritized by the community and included in the Treasure Island Transportation Implementation Plan (TITIP). As of January 28, the U.S. EPA has paused activities associated with this grant but we are prepared to resume project activities as soon as the pause is lifted. Execution of the proposed subaward agreements is contingent upon the federal administration ending its pause on the federal Community Change Grant Program Funds.</p>	
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BACKGROUND

In December 2024, the U.S. EPA awarded TIMMA, a Community Change Grant in the amount of \$19,965,495 for a collection of Treasure Island transportation improvements called TI Connects. The TI Connects program will improve environmental conditions and help close equity gaps for residents, employees, and visitors of Treasure Island and Yerba Buena Island (together, the Islands), by expanding clean public transportation resources serving the area. Treasure Island is a designated 'equity priority community' and the goal of the TI Connects program is to reduce this growing community's exposure to harmful pollutants while promoting healthy mobility options and equitable access to education, employment, and health facilities.

DISCUSSION

The TI Connects projects arose from a community-based planning process led by the San Francisco County Transportation Authority (Transportation Authority) using its voter-approved transportation sales tax funds, in partnership with One TI, a local nonprofit community-based organization. TI Connects will also launch components of the TITIP included in the original plans for development of the islands.

Staff worked closely with staff from One TI, SFMTA, WETA, and the Treasure Island Development Authority to develop the grant scope and budget.

The grant was awarded and obligated in December 2024 with a three-year period of performance starting January 1, 2025, and ending December 31, 2027. Local match funding is not required. As of January 28, 2025, the U.S. EPA has paused activities associated with this grant but we are prepared to resume project activities and execute subaward agreements as soon as the pause is lifted.

The TI Connects program includes six complementary projects:

- 1) Project 1 - a microtransit service pilot connecting Treasure Island residents to key resources on mainland San Francisco;
- 2) Project 2 - a free on-island shuttle providing improved access to more locations on Treasure Island and Yerba Buena Island;
- 3) Project 3 - enhancements to the existing Muni 25 Treasure Island bus service;
- 4) Project 4 - electric ferry charging infrastructure to support conversion to zero-emission ferry service;
- 5) Project 5 - implementation of bikeshare on Treasure Island; and
- 6) Project 6 - a Transportation Resource Center to provide transit and transportation information as well as high quality jobs and employment readiness training for low-income Treasure residents.

In addition, the TI Connects program includes evaluation of the projects through operational data, community focus groups, and surveys. A final report will be published in 2028, after the completion of grant activities.

Upon Board approval, we will execute subaward agreements with our project partners. The agreements will include a clause conditioning funding allocation to sub-awardees subject to the availability of U.S. EPA grant funds to TIMMA. The projects and associated funding will be included in TIMMA's budget amendment for Fiscal Year (FY) 2024/25. See Attachment 1 for the project budget.

One TI, a community-based organization with a long history on Treasure Island and experience with both the Transportation Authority and TIMMA, is our lead partner. One TI will lead and operate Project 6: the Transportation Resource Center, including identifying a location, training, and hiring community ambassadors, and promoting the Transportation Resource Center. One TI will also co-lead the community engagement work with TIMMA and implement the workforce development components of TI Connects. See Attachment 2 for One TI's scope of work.

SFMTA is responsible for providing transit service throughout San Francisco, including to Treasure Island. SFMTA will be responsible for implementing Project 3: Enhanced Muni Service, including enhancing service on the 25 Treasure Island line, procuring an additional Battery Electric Bus, evaluating ridership, and evaluating performance trends. See Attachment 3 for SFMTA's scope of work.

WETA is responsible for implementing Project 4: Electric Ferry Charging Infrastructure, including procuring a qualified contractor, constructing terminal electrification, and evaluating operating impacts. See Attachment 4 for WETA's scope of work.

FINANCIAL IMPACT

The proposed subaward agreements with One TI, SFMTA, and WETA for transportation improvement projects on Treasure Island will be funded by the federal Community Change Grant Program Funds administered by U.S. EPA. We will incorporate the first year's activities into the FY 2024/25 mid-year budget amendment, scheduled for Board adoption this spring. Furthermore, sufficient funds will be included in future budgets to cover the remaining cost of the subaward agreements.

SUPPLEMENTAL MATERIALS

- Attachment 1 - TI Connects Project Budget
- Attachment 2 - One TI Scope of Work
- Attachment 3 - SFMTA Scope of Work
- Attachment 4 - WETA Scope of Work

Attachment 1
Treasure Island Connects: Project Budget

Projects/Tasks	TIMMA	One TI	SFMTA	WETA	Total Budget by Project
Program Management	\$547,266	\$576,634	In Kind	In Kind	\$1,123,900
Microtransit Service Pilot	\$4,604,490	\$153,979	\$0	\$0	\$4,758,469
On-Island Shuttle	\$3,495,519	\$153,979	\$0	\$0	\$3,649,498
Enhanced Muni Service	\$58,653	\$0	\$4,788,248	\$0	\$4,846,901
Electric Ferry Charging Infrastructure	\$28,056	\$0	\$0	\$3,200,000	\$3,228,056
Bikeshare on Treasure Island	\$794,137	\$46,018	\$0	\$0	\$840,155
Transportation Resource Center	\$66,191	\$1,452,325	\$0	\$0	\$1,518,516
Total Budget by Agency	\$9,594,312	\$2,382,935	\$4,788,248	\$3,200,000	\$19,965,495

Attachment 2

Treasure Island Connects: One Treasure Island Scope of Work - DRAFT

One TI will lead and oversee all aspects of the Project scope related to the Transportation Resource Center (TRC), support workforce development for the microtransit pilot and on-island shuttle, and support TIMMA in community engagement. Below are the relevant tasks from the overall scope where One TI is a lead or support.

Task 1 Program and Project Management

One TI will perform program and project management responsibilities throughout the Project timeline, including submitting quarterly invoices and progress reports, annual financial reports, and attending project meetings. One TI will work with TIMMA staff to develop a revised work plan, including a refined scope, schedule, and budget. One TI will maintain the work plan throughout the Project as needed. One TI is responsible for communicating any budgetary or scheduling issues to the Project team as they are identified. Similarly, One TI will communicate if a task request is outside of the original plan scope.

One TI will collect data to support evaluation of community engagement activities, bikeshare program, and the TRC.

All Project work will be documented in a Final Performance Report. One TI staff will draft content for the final report related to outreach efforts, workforce development, and the TRC.

Task 2 Microtransit Service Pilot

One TI will work with TIMMA staff to develop an outreach plan that outlines how the Project team will engage with the public to finalize microtransit operating parameters (e.g., service area, operating hours, fares, etc.). The outreach plan will define outreach goals, key messaging, outreach methods, timeline of outreach activities, materials required to support outreach activities, and roles and responsibilities of TIMMA and One TI staff.

One TI will work with TIMMA staff to coordinate and implement outreach activities and develop supporting materials. One TI will be responsible for managing promotion of outreach events and attending/staffing outreach events. Outreach activities may include but are not limited to: surveys, focus groups, and public events that may be organized by TIMMA, One TI, or others (e.g., open houses, town halls, workshops, pop up events, etc.). All outreach will be conducted in multiple languages and will include in-person and online outreach events. Outreach for the microtransit project may be combined with outreach for the on-island shuttle project.

At the conclusion of outreach events, One TI will assist TIMMA staff to analyze data (e.g., survey data, notes from public events, etc.) and summarize main findings in a memo.

One TI will work with TIMMA and the selected microtransit service provider to remove barriers to Project-related employment opportunities which includes help with obtaining a valid California driver's license, a Social Security card, and an original birth certificate for people who want to be eligible as a microtransit driver.

Task 3 On-Island Shuttle

One TI will work with TIMMA staff to develop an outreach plan that outlines how the Project team will engage with the public to finalize on-island shuttle operating parameters (e.g., operating hours, pick-up locations, etc.). The outreach plan will define outreach goals, key messaging, outreach methods, timeline of outreach activities, materials required to support outreach activities, and roles and responsibilities of TIMMA and One TI staff.

One TI will work with TIMMA staff to coordinate and implement outreach activities and develop supporting materials. One TI will be responsible for managing promotion for outreach events and attending/staffing outreach events. Outreach activities may include but are not limited to: surveys, focus groups, and public events that may be organized by TIMMA, One TI, or others (e.g., open houses, town halls, workshops, pop up events, etc.). All outreach will be conducted in multiple languages and will include in-person and online outreach events. Outreach for the on-island shuttle project may be combined with outreach for the microtransit project.

At the conclusion of outreach events, One TI will assist TIMMA staff to analyze data (e.g., survey data, notes from public events, etc.) and summarize main findings in a memo.

One TI will work with TIMMA and the selected shuttle service provider on workforce development for the On-Island Community Circulator Shuttle. One TI will work to remove barriers to project-related employment opportunities which includes help with obtaining a valid California driver's license, a Social Security card, and an original birth certificate for people who want to be eligible as either a microtransit or shuttle driver.

Task 4 Bikeshare on Treasure Island

One TI will work with TIMMA staff to develop an outreach plan that outlines how the project team will engage with the public to finalize bikeshare station locations. The outreach plan will define outreach goals, key messaging, outreach methods, timeline of outreach activities, materials required to support outreach activities, and roles and responsibilities of TIMMA and One TI staff.

One TI will work with TIMMA staff to coordinate and implement outreach activities and develop supporting materials. One TI will be responsible for managing promotion for outreach events and attending/staffing outreach events. Outreach activities may include but are not limited to: surveys, focus groups, and public events (e.g., open houses, town halls, workshops, pop up events, etc.). All outreach will be conducted in multiple languages and will include in-person and online outreach events.

At the conclusion of outreach events, One TI will assist TIMMA staff to analyze data (e.g., survey data, notes from public events, etc.) and summarize main findings in a memo.

Task 5 Transportation Resource Center

One TI staff will identify and set up a space for the TRC, either in a temporary mobile unit or convert an existing building location. The site must be highly visible for those coming on and off the island and be easily accessible to residents and visitors alike.

One TI will secure use of the space for the duration of the Project with an option for extension, pending ongoing funding. One TI will work with TIDA and TIMMA to create a design for the space as well as a schedule for improvements and operation.

One TI staff will develop a Community Ambassador program manual outlining the role and responsibilities of ambassadors. The manual will include instructions on how staff will recruit and prepare community ambassadors to conduct travel trainings.

Once trained, Ambassadors will provide travel trainings for all residents. Travel trainings may be done in groups, individual sessions, or at heavily used transit stops. One TI staff will work with ambassadors to create a travel training curriculum which outlines travel training activities and other relevant transportation information. Travel training activities could include: residents can practice riding Muni while accompanied by an ambassador, learn how and where to obtain schedule and route information, and gain the experience needed to use Muni comfortably and safely. Ambassadors can also help connect residents to services offered through the TI Connects program, including

microtransit, on-island shuttle, and bikeshare. Ambassadors will also advertise the availability of discounted bikeshare memberships (Bike Share for All) and assist with applications for Bike Share for All.

One TI staff will also develop marketing and communications materials to ensure low-income Treasure Island residents have relevant and timely information on what the Treasure Island Connects program offers, how to get involved in the program, and how to use it. It will include all forms of communication including print, digital and social media.

Attachment 3

Treasure Island Connects: SFMTA Scope of Work - DRAFT

SFMTA will lead the implementation of enhanced Muni service on the 25-Treasure Island line and procurement of an additional battery electric bus (BEB) for operation on the 25 line.

Task 1 Program and Project Management

SFMTA will perform program and project management responsibilities throughout the Project timeline, including submitting quarterly invoices and progress reports, annual financial reports, and attending project meetings. SFMTA will work with TIMMA staff to develop a revised work plan, including a refined scope, schedule, and budget. SFMTA will maintain the work plan throughout the Project as needed. SFMTA is responsible for communicating any budgetary or scheduling issues to the Project team as they are identified. Similarly, SFMTA will communicate if a task request is outside of the original plan scope.

SFMTA will collect data to support evaluation of the enhanced Muni service.

All Project work will be documented in a Final Performance Report. SFMTA will draft content for the final report related to enhanced Muni service and BEB procurement.

Task 2 Enhanced Service on the 25-Treasure Island line

SFMTA will enhance Muni service to better serve the residents of Treasure Island, either through frequency increases, route changes to better match resident needs, or both. SFMTA will utilize a BEB for the 25 line as soon as practicable, or when the new BEB is accepted, whichever is earlier.

Task 3 BEB Procurement

SFMTA will procure an additional new BEB for its fleet as part of an ongoing BEB procurement.

Attachment 4

Treasure Island Connects: WETA Scope of Work - DRAFT

WETA will lead the construction of the charging infrastructure for the electric ferry service to Treasure Island.

Task 1 Program and Project Management

WETA will perform program and project management responsibilities throughout the Project timeline, including submitting quarterly invoices and progress reports, annual financial reports, and attending project meetings. WETA will work with TIMMA staff to develop a revised work plan, including a refined scope, schedule, and budget. WETA will maintain the work plan throughout the Project as needed. WETA is responsible for communicating any budgetary or scheduling issues to the Project team as they are identified. Similarly, WETA will communicate if a task request is outside of the original plan scope.

WETA will collect data to support evaluation of the electric charging infrastructure construction.

All Project work will be documented in a Final Performance Report. WETA will draft content for the final report related to the electric charging infrastructure construction.

Task 2 Construction of Electric Charging Infrastructure

WETA will construct infrastructure at the Treasure Island Ferry Terminal to allow its electric vessels to charge. The design for this infrastructure is underway and completion is expected within the grant period of performance.

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SUBAWARD AGREEMENTS WITH ONE TREASURE ISLAND IN AN AMOUNT NOT TO EXCEED \$2,382,935, THE SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY IN AN AMOUNT NOT TO EXCEED \$4,788,248, AND THE SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY IN AN AMOUNT NOT TO EXCEED \$3,200,000 WITH U.S. ENVIRONMENTAL PROTECTION AGENCY COMMUNITY CHANGE GRANT PROGRAM FUNDS FOR TRANSPORTATION IMPROVEMENT PROJECTS ON TREASURE ISLAND, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AGREEMENT PAYMENT TERMS AND NON-MATERIAL AGREEMENT TERMS AND CONDITIONS

WHEREAS, In December 2024, the U.S. Environmental Protection Agency (U.S. EPA) awarded Treasure Island Mobility Management Agency (TIMMA), a Community Change Grant in the amount of \$19,965,495 for a collection of Treasure Island transportation improvements called Treasure Island Connects (TI Connects), a program that will improve environmental conditions and closing equity gaps for residents, employees, and visitors of Treasure Island and Yerba Buena Island by expanding clean public transportation resources serving the area; and

WHEREAS, Treasure Island is a designated 'equity priority community' and the goal of the TI Connects program is to reduce the community's exposure to harmful pollutants while promoting healthy mobility options and equitable access to education, employment, and health facilities; and

WHEREAS, The TI Connects program includes six projects including priority recommendations from the Treasure Island Supplemental Transportation Study, which the San Francisco County Transportation Authority completed using its voter-approved transportation sales tax funds, in partnership with One Treasure Island (One TI), a local nonprofit community-based organization, and includes components of the Treasure Island Transportation Program included in the original plans for development of the islands; and

WHEREAS, TIMMA worked closely in coordination with One TI, San Francisco Municipal Transportation Agency (SFMTA), San Francisco Bay Area Water Emergency Transportation Authority (WETA), and the Treasure Island Development Authority (TIDA) to develop the grant scope and budget; and

WHEREAS, TIMMA is the lead applicant and grant recipient for TI Connects; One TI is a lead partner to operate the Transportation Resource Center and co-lead community engagement and workforce development components of TI Connects; SFMTA will provide enhanced Muni service including the procurement of an additional Battery Electric Bus; and WETA will implement the electric ferry charging infrastructure; and

WHEREAS, The Community Change Grant was awarded and obligated in December 2024 with a three-year period of performance starting January 1, 2025, and ending December 31, 2027, with local match funding not required; and

WHEREAS, As of January 28, 2025, the U.S. EPA has paused activities associated with this grant but TIMMA is prepared to resume project activities and execute subaward agreements as soon as the pause is lifted; and

WHEREAS, The subaward agreements will include a clause conditioning funding allocation to subawardees, subject to the availability of U.S. EPA grant funds to TIMMA; and

WHEREAS, The proposed subaward agreements with One TI, SFMTA, and WETA for transportation improvement projects on Treasure Island will be funded by the federal Community Change Grant Program Funds administered by U.S. EPA; and

WHEREAS, The first year's activities will be incorporated into the FY 2024/25 mid-year budget amendment, scheduled for Board adoption this spring with sufficient funds to be included in future budgets to cover the remaining cost of the subaward agreements; and

WHEREAS, At its February 18, 2025 meeting, the TIMMA Committee unanimously recommended approval of the staff recommendation; now, therefore, be it

RESOLVED, That contingent upon the federal administration ending its pause on the federal Community Change Grant Program funds, TIMMA hereby authorizes its Executive Director to execute the subaward agreements with One Treasure Island in an amount not to exceed \$2,382,935, the San Francisco Municipal Transportation Agency in an amount not to exceed \$4,788,248, and the San Francisco Bay Area Water Emergency Transportation Authority in an amount not to exceed \$3,200,000 for receipt of U.S. EPA Community Change Grant Program Funds for Transportation Improvement Projects on Treasure Island; and be it further

RESOLVED, That the Executive Director is authorized to negotiate agreement payment terms and non-material terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean agreement terms and conditions other than provisions related to the overall agreement amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of TIMMA to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.