

Table of Contents

No.	Fund Source	Project Sponsor <sup>1</sup>	Expenditure Plan Line Item/ Category Description	Project Name	Phase	Funds Requested	Page No.
1	Prop K	Caltrain	Caltrain Capital Improvement Program	Caltrain Business Plan	Planning	\$ 350,000	1
2	Prop K	SFMTA	Guideways - MUNI	Central Subway - RTIP Fund Exchange	Construction	\$ 13,752,000	35
3	Prop K	SFPW	Street Resurfacing and Reconstruction	Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing	Construction	\$ 2,849,000	51
4	Prop K	SFMTA	Transportation/Land Use Coordination	Bayview Community Based Transportation Plan	Planning	\$ 57,851	63
<b>Total Requested</b>						<b>\$ 17,008,851</b>	

<sup>1</sup> Acronyms: SFMTA (San Francisco Municipal Transportation Agency), SFPW (San Francisco Public Works)



**This Page Intentionally Left Blank**

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Project Name: Caltrain Business Plan

Grant Recipient: Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Prop K EP category: Caltrain Capital Improvement Program: (EP-7)

Prop K EP Line Number (Primary): 7

Current Prop K Request: \$ 350,000

Prop K Other EP Line Numbers: \_\_\_\_\_

Prop AA Category: \_\_\_\_\_

Current Prop AA Request: \$ -

Supervisorial District(s): \_\_\_\_\_

REQUEST

**Brief Project Description (type below)**

The Business Plan will define how both the Caltrain service and corridor should grow and change in the future. It includes a service vision for operating an electrified railroad as part of a blended system with High Speed Rail in the peninsula corridor, an organizational assessment identifying changes needed to support the long-range service vision, and a community interface strategy to promote development and leverage opportunities while addressing local impacts particularly at grade crossings.

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

**Detailed Scope, Project Benefits and Community Outreach (type below)**

In 2017 the Joint Powers Board (JPB) secured full funding for the Peninsula Corridor Electrification Project and issued notices to proceed to its contractors. Now that construction on this long-awaited project has begun, the JPB has the opportunity to articulate a long term vision and corresponding business plan for the future of the fast-growing Caltrain commuter rail system that connects San Francisco and Silicon Valley.

Over the last year Caltrain staff has conducted outreach to the JPB Board of Directors on the business plan concept and the Board chair formed an Ad-Hoc Committee to focus on the effort. Staff has also engaged with corridor stakeholders to discuss the future of the railroad. These interactions culminated in September 2017 with an all-day stakeholder workshop focused on the "future of Caltrain." Participants were asked to envision the future they wanted for the peninsula corridor and to consider the challenges and obstacles that might stall or prevent the realization of that vision. Following the workshop staff worked under the guidance of the Ad Hoc Committee to develop a strategy and a broad technical scope of work for the Business Plan that responds to the issues and ideas raised.

The JPB Board of Directors approved the attached strategy and scope of work for the Caltrain Business Plan in February 2018. Text below provides summary highlights.

**Caltrain Business Plan Objectives**

The Caltrain Business Plan will develop analysis and foster consensus to support major Caltrain policy decisions with a clear implementation strategy around the following key issues:

Demand: Identify the "market" and long range regional demand for rail services traversing and connecting into the Caltrain corridor from the start of electrification through 2040.

Service: Adopt a "service vision" that describes how Caltrain will grow to meet market demand. The vision will include specific targets for service and capacity growth along with a definition of the required supporting investments in fleet, systems and infrastructure.

**Project Location (type below)**

Caltrain Corridor

**Project Phase (select dropdown below)**

Planning/Conceptual Engineering (PLAN)

Map or Drawings Attached?  No

Other Items Attached?  Yes

**5YPP/STRATEGIC PLAN INFORMATION**

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan? Project Drawn From Placeholder

Is the requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan? Less than or Equal to Programmed Amount

Prop K 5YPP Amount: \_\_\_\_\_ Prop AA Strategic Plan Amount: \_\_\_\_\_

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Caltrain Business Plan

**ENVIRONMENTAL CLEARANCE**

**Environmental Type:** N/A

**PROJECT DELIVERY MILESTONES**

Enter dates below for ALL project phases, not just for the current request, based on the best information available. For PLANNING requests, please only enter the schedule information for the PLANNING phase.

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Apr-Jun	2017	Oct-Dec	2019
Environmental Studies (PA&ED)				
Right-of-Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations (i.e., paratransit)				
Open for Use				
Project Completion (means last eligible expenditure)			Jan-Mar	2020

**SCHEDULE DETAILS**

Provide dates for any COMMUNITY OUTREACH planned during the requested phase(s). Identify PROJECT COORDINATION with other projects in the area (e.g. paving, MUNI Forward) and relevant milestone dates (e.g. design needs to be done by DATE to meet paving schedule). List any timely use-of-funds deadlines (e.g. federal obligation deadline). If a project is comprised of MULTIPLE SUB-PROJECTS, provide milestones for each sub-project. For PLANNING EFFORTS, provide start/end dates for each task.

The core work of the Caltrain Business Plan will occur between 2018 and early 2019. Outreach activities in San Francisco will be coordinated and scheduled in conjunction with project partners at both the staff and Board levels and a detailed outreach plan will be prepared once initial contractors are on board. In general, outreach activities will be conducted continuously throughout the project with a heightened level of outreach occurring at the end of Task 1 and 2 (prior to the proposed adoption of a "service vision" by the Board) and at the end of the Business Plan (prior to the Board's adoption of the final Business Plan). These heightened periods of outreach are expected to occur in early fall 2018 and late 2018/ early 2019.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Caltrain Business Plan

**FUNDING PLAN - FOR CURRENT REQUEST**

Enter the funding plan for the phase(s) that are the subject of the CURRENT REQUEST. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 350,000	\$ -	\$ -	\$ 350,000
Prop AA	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

**FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)**

Enter the funding plan for all phases (planning through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 150,000	\$ 350,000	\$ -	\$ 500,000
Prop AA	\$ -	\$ -	\$ -	\$ -
SMCTA Member Funds		\$ -	\$ 500,000	\$ 500,000
VTA or Other SC County Funds	\$ 500,000	\$ -	\$ -	\$ 500,000
State Funds (HSR/CalSTA)	\$ 1,500,000	\$ -	\$ -	\$ -
Private Contributions	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
		\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ 4,150,000</b>	<b>\$ 350,000</b>	<b>\$ 500,000</b>	<b>\$ 5,000,000</b>

**COST SUMMARY**

Show total cost for ALL project phases (in year of expenditure dollars) based on best available information. Source of cost estimate (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 5,000,000	\$ 350,000		JPB staff estimate. If all funds are not secured, scope will be scaled back.
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

Construction (CON)	\$ -	\$ -	\$ -	
Operations (Paratransit)	\$ -	\$ -		
<b>Total:</b>	<b>\$ 5,000,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	

% Complete of Design:  as of   
 Expected Useful Life:  Years

**PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST** (instructions as noted below)

Use the table below to enter the proposed reimbursement schedule for the current request. Prop K and Prop AA policy assume these funds will not be reimbursed at a rate greater than their proportional share of the funding plan for the relevant phase unless justification is provided for a more aggressive reimbursement rate. If the current request is for multiple phases, please provide separate reimbursement schedules by phase. If the proposed schedule exceeds the years available, please attach a file with the requested information.

Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
Prop K	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	<b>\$ 350,000</b>
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ -</b>

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form

Project Name: Caltrain Business Plan

MAJOR LINE ITEM BUDGET

SAMPLE PROJECT BUDGET - PLANNING

BUDGET SUMMARY						
Agency	Task 1 - The Strategic Case for Caltrain	Task 2 - Developing Options	Task 3 - Developing the Business Plan	Task 4 - Funding and Implementation		Total
Consultant	\$ 600,000.00	\$ 1,600,000.00	\$ 2,000,000.00	\$ 750,000.00	\$ -	\$ 4,950,000
Other Direct Costs *		\$ 25,000.00	\$ 20,000.00	\$ 5,000.00	\$ -	\$ 50,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 600,000</b>	<b>\$ 1,625,000</b>	<b>\$ 2,020,000</b>	<b>\$ 755,000</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>

\* Other Direct Costs include mailing, reproduction costs room rental fees.



**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 3/21/2018      **Res. No.:** \_\_\_\_\_      **Res. Date:** \_\_\_\_\_

**Project Name:** Caltrain Business Plan

**Grant Recipient:** Peninsula Corridor Joint Powers Board (Caltrain)

		<b>Action</b>	<b>Amount</b>	<b>Phase</b>
<b>Funding Recommended:</b>		Prop K Allocation	\$ 350,000	Planning/Conceptual Engineering (PLAN)
		<b>Total:</b>		<b>\$ 350,000</b>

**Total Prop K Funds:** \$ 350,000      **Total Prop AA Funds:** \$ -

**Justification for multi-phase recommendations and notes for multi-sponsor recommendations:**

\_\_\_\_\_

**Fund Expiration Date:** 06/30/2020      **Eligible expenses must be incurred prior to this date.**

<b>Intended Future Action</b>	<b>Action</b>	<b>Amount</b>	<b>Fiscal Year</b>	<b>Phase</b>

Trigger: \_\_\_\_\_

**Deliverables:**

1. Quarterly progress reports detailed that quarter's progress by scope of work task, along with other requirements specified in the Standard Grant Agreement.
2. Draft (with time to review/comment) and final Service Vision (adoption anticipated early fall 2018).
3. Draft (with time to review/comment) and final Business Plan (adoption anticipated late 2018/early 2019).
4. \_\_\_\_\_

**Special Conditions:**

1. \_\_\_\_\_

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 3/21/2018      **Res. No.:** \_\_\_\_\_      **Res. Date:** \_\_\_\_\_

**Project Name:** Caltrain Business Plan

**Grant Recipient:** Peninsula Corridor Joint Powers Board (Caltrain)

**Notes:**

1. Additional project delivery support and oversight will be consistent with the anticipated Project Charter for the Business Plan: Caltrain is developing a project charter that will identify the 11 agencies (including SFCTA) that have an elevated roll in the Business Plan because they are funding the Business Plan itself, and/or are JPA members, and/or are involved in terminal planning processes. The Charter will also set up committees that include representatives from these 11 organizations to meet monthly to review and provide feedback on Business Plan progress, as well as an executive level group that will meet (anticipated quarterly), and larger "stakeholder" meetings that will include peer agencies, business and advocacy groups.
2. We anticipate bringing updates on the Caltrain Business Plan to the Board at least twice (e.g. when the draft Service Vision and draft Business Plan are released).
3. Reimbursement rate of the 3 JPB partners (SF, SM, SC) - TBD. All three partners are expected to be equal financial contributors to the Business Plan.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.00%	No Prop AA
Actual Leveraging - This Project	90.00%	No Prop AA

**SFCTA Project**

**Reviewer:** \_\_\_\_\_

**SGA PROJECT NUMBER**

**Sponsor:** Peninsula Corridor Joint Powers Board (Caltrain)

**SGA Project Number:** \_\_\_\_\_      **Name:** Caltrain Business Plan

**Phase:** Planning/Conceptual Engineering (PLAN)      **Fund Share:** TBD

**Cash Flow Distribution Schedule by Fiscal Year**

Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
	\$50,000	\$300,000				\$350,000

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 350,000

Current Prop AA Request: \$ -

Project Name: Caltrain Business Plan

Grant Recipient: Peninsula Corridor Joint Powers Board (Caltrain)

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

**Required for Allocation Request Form Submission**  
Initials of sponsor staff member verifying the above statement  
**PS**

**CONTACT INFORMATION**

**Project Manager**

**Grants Section Contact**

Name: Sebastian Petty

Peter Skinner

Title: Senior Policy Advisor

Manager, Grants and Fund Programming

Phone: 650-622-7831

650-622-7818

Email: [pettys@samtrans.com](mailto:pettys@samtrans.com)

[skinnerp@samtrans.com](mailto:skinnerp@samtrans.com)

## **Attachment 1: Caltrain “Business Strategy” Policy Principles**

The following broad principles have been developed based on stakeholder outreach conducted during Phase 1 of the Business Plan. They are proposed for Board adoption as policy principles that will be used to guide the development of the Caltrain Business Plan:

- The JPB is the owner and managing authority for the Peninsula Corridor between San Francisco and San Jose and is responsible for the delivery of the Caltrain passenger rail service operating between San Francisco and Gilroy. Under the direction of the JPB, the Caltrain organization exists to deliver the Caltrain rail service, as well as the assets, infrastructure and ancillary activities that are required to support both the delivery of the Caltrain service and the overall operation of the Peninsula Corridor.
- Today Caltrain is a commuter rail service that primarily serves weekday commuters and special event attendees. After electrification, the JPB will face choices about how best to expand and tailor the Caltrain service to support a much broader range of mobility markets. The primary task of the Business Plan is to aid in the selection of a detailed, achievable Service Vision for Caltrain that provides maximum value to its customers, increasing ridership and potentially easing congestion on roadways. The development of this Service Vision will require an understanding of the near-, medium- and long-term market for rail service in and beyond the corridor and an analysis of the different service approaches that could satisfy these demands. A “business case” approach to the analysis of service options will allow ridership and other mobility benefits to be weighed against costs and infrastructure requirements.
- The Peninsula Corridor is a regional asset that has a complex interface with the local communities it traverses. The implementation of new services and infrastructure on the corridor will create a range of community benefits, opportunities and impacts. The Business Plan can address this reality by exploring economic, policy and technical approaches that will allow the JPB to strategically and equitably manage the corridor’s interface with communities in a way that minimizes impacts, generates value, and supports the Service Vision. The JPB will forge and strengthen partnerships with local jurisdictions and partner agencies to help reach consensus on these approaches.
- Finally, the selection of a Service Vision will influence how the Caltrain organization evolves over time. Caltrain’s organizational, governance, and commercial and contracting strategies will be evaluated as part of a comprehensive structural assessment of what is needed to deliver value and support the long term success of the Service Vision.

## **Attachment 2: Business Plan Scope of Work**

**Background:** The following pages present a high level draft scope of work for the Caltrain Business Plan along with a description of outreach plans, project management structure, budget and potential funding sources. The scope and project management portions of this document are presented for review and comment and will ultimately be proposed for Board adoption. The scope has been written at a level of detail that describes the general organization, purpose and proposed outputs of individual project tasks while leaving flexibility to accommodate a range of detailed technical approaches and adaptation based on changing project needs and expert input. Subsequent to adoption, staff will return to the Board if a material deviation from the scope is anticipated or requested.

More detailed technical work scopes for individual tasks and plan components will be developed and provided to the JPB's Caltrain Business Plan Ad Hoc Committee for their review and comment throughout the Business Plan process.

This scope assumes a year-long schedule for the development of the Business Plan running through the end of 2018. This schedule is aggressive and reflects Caltrain's commitment to comprehensively address important questions and issues related to the future of the railroad in a timely manner. Caltrain may elect to extend the duration of the Business Plan process based on the evolution of the plan's technical work, resourcing needs, or stakeholder requests. Any recommendation to modify the overall schedule of the Business Plan will be undertaken in consultation with the Business Plan Ad Hoc Committee.

### **Task 1- The "Strategic Case" for Caltrain**

Rail infrastructure investments have decades-long lifespans and the Business Plan will have a long range outlook. The Plan will begin by defining the potential markets and strategic opportunities for rail service on the Peninsula Corridor through 2040 (a horizon year that is consistent with the California State Rail Plan and the Regional Transportation Plan).

The "Strategic Case" for Caltrain will present an analysis of current and projected demographic, economic development and travel pattern trends in the corridor, region and mega-region. In doing so it will frame the strategic importance of the Caltrain corridor and its role in supporting the long term growth and mobility of the region. The "Strategic Case" will also consider Caltrain's "competitors" including the ability of the Bay Area's freeway network to accommodate projected growth in travel demand as well as a discussion of how autonomous vehicles and other emerging technologies might shape Caltrain's long term market outlook and business approach.

Finally, in addition to defining the strategic importance of the corridor and reviewing local and regional market opportunities, the Strategic Case will also contextualize the long term development potential of the Caltrain corridor relative to other, comparable national and international rail corridors.

### **Task 2A - Service Business Case Analysis**

Task 2A will involve the development of multiple "scenarios" or "evolutionary paths" showing how the Caltrain service and corridor could grow between 2022 and 2040. The work will start with operational analysis to understand how many trains per hour could run on the corridor in 2040, how local and express services could be balanced, where trains could stop and how they could connect to a larger

state and megaregional rail network. This operational analysis will pay particular attention to the blending of Caltrain service with High Speed Rail service as well as the operations and infrastructure outcomes at the North Terminal (4<sup>th</sup> & King and DTX/ TTC), a potential Dumbarton rail interface at Redwood City, at the South Terminal (including San Jose Diridon Station) and in the southern portion of the corridor stretching from San Jose to Gilroy.

From there, the project team will analyze the range of ridership and benefits associated with each service scenario, the infrastructure and fleet that would be required to deliver the service (including station capacity), and the kinds of costs and impacts the service would create. Finally, the team will analyze the incremental service steps and infrastructure investments that make up different “evolutionary paths” for how Caltrain could grow over time from its current service, through electrification and into each of the ultimate 2040 scenarios contemplated. This full set of analysis will be used to develop “Business Cases” around each scenario, laying out the cumulative set of costs and benefits associated with each “evolutionary path” that Caltrain could take. **In the summer of 2018 staff will present this analysis to the Board to aid in the selection of a single (or non-exclusive combination of) service scenarios as the basis for a “Service Vision.”**

## **Task 2B – Organizational Assessment**

In parallel to Task 2A the technical team will also work on Task 2B; a structural assessment of the “Caltrain Organization.” Within the context of the Business Plan the term “Caltrain Organization” is used broadly to encompass the total set of present and future governance structures, organizations, staff and contracted entities responsible for the funding, direction and delivery of the Caltrain service as well as the construction and maintenance of the corridor’s facilities.

Within Task 2B, the technical team will map the existing Caltrain organization and identify key performance indicators and measures to help describe and quantify how the Caltrain organization functions and its effectiveness at delivering value for money spent. The plan will then include a comparative analysis of peer railways and organizations both locally, domestically and internationally, reviewing alternative approaches to how a railway can be organized. Finally, Task 2B will include a high level analysis of how organizational needs may change in tandem with the long range service scenarios under consideration in Task 2A. **This information will be presented to Caltrain’s partners and the Board in the summer of 2018 with a request that they provide feedback on the subsequent development of options for an “Organizational Strategy” that could support the delivery of the Service Vision.**

## **Task 2C – Community Interface Assessment**

Along with Tasks 2A and 2B, the technical team will also conduct an analysis of the railroad’s community interface and an assessment of equity considerations related to the development and evolution of the railroad. Much as in the preceding tasks, the focus of Task 2C will be the development of an analytical and policy framework that assists staff and stakeholders in understanding and quantifying issues related to community interface and equity considerations. This work will include a description and quantified framework for thinking about the major ways in which the railroad and its services add value to

individual communities and the region as a whole including improved environmental outcomes and impacts to land values. The project team will also document and quantify the ways in which the railroad creates externalized costs and impacts in its surrounding communities including noise and vibration and safety and traffic impacts at at-grade crossings. In documenting these benefits and impacts the project team will specifically consider equity issues focusing on the potential for different geographies or demographic groups to be affected unequally as the railroad changes and grows. Finally, the project team will consider and conduct more detailed analysis related to two major known community interface issues; the impacts of increased rail service on at-grade crossings and the potential for development and change at specific Caltrain land holdings and opportunity sites along the corridor. **This information will be presented to Caltrain’s partners, local jurisdictions and the Board in the summer of 2018 with a request that they provide feedback on the subsequent development of a “Community Interface Strategy” that could support the delivery of the Service Vision.**

### **Task 3- Developing the Business Plan**

Based on the Board’s adoption of a long range Service Vision in the summer of 2018, the project team will work to translate the Vision into a focused, long range business plan that will be presented to the Board for review and proposed adoption at the end of the year. The technical scope for the second half of the business plan is necessarily looser at this early stage in the project but will include the core elements described below.

First, the project team will conduct additional technical work and modeling to optimize, validate and add detail to the adopted Service Vision. Additional operational and infrastructure analysis will be employed to help the Board further consider the incremental options for growing the railroad over time along with the service trade-offs and investments that may be required. Further financial and ridership modeling will also be conducted to validate the costs, revenues and benefits of specific investments in the Caltrain corridor and service. This analysis will place a particular focus on the investments and strategies that can be employed to optimize the first 10-years of the electrified system’s operation. In seeking to optimize the overall “business case” for Caltrain service, the project team will also expand the range of issues considered. The team will review ancillary business strategies and options to generate revenue and add customer value and will incorporate ongoing planning work related to first- and last-mile connections and joint development (including transit-oriented development) as well fares and retailing strategies into the analysis of service benefits and financial performance.

The technical team will also develop an “organizational strategy” based on the Board’s mid-year feedback and ongoing input from Caltrain partner agencies. This strategy may include analysis and recommendations related to potential options for how the Caltrain organization could change and grow in conjunction with the evolution of Caltrain’s service and may also include recommendations related to Caltrain’s contracting and commercial approach. The strategy will be supported by appropriate legal, regulatory and financial analysis and will be framed using the organizational evaluation criteria developed in Task 2 of the Business Plan. The organizational strategy will also be designed to demonstrate how Caltrain can organize to most effectively access and use financial resources. This may include options for optimizing the organization to take full advantage of both existing and contemplated revenue and funding streams including new funding sources, value capture strategies, and private investment. Finally, the organizational strategy will describe a series of next steps, options and issues

for discussion that Caltrain may pursue in coordination with its funding partners and other regional and state agencies.

The technical team will also develop a “community interface strategy” as part of the final Business Plan. It is anticipated that this Strategy may include a detailed, quantified assessment of the secondary community impacts and benefits that will be created through the implementation of the Service Vision. It may also include a discussion of options for how Caltrain could work with partner communities to best leverage and maximize the value its service creates including recommendations related to value capture, joint development (including transit-oriented development) and use of Caltrain-owned property. The strategy may also include recommendations for how Caltrain can mitigate the impacts of increased rail service on communities and how the timing of these mitigations could relate to the build out and realization of the Service Vision. In the case of impacts at at-grade crossings, recommended mitigations could include analysis of new and innovative policy approaches designed to maximize public benefit and utilize resources equitably and efficiently. Finally, the community interface strategy may include specific options and recommendations for how Caltrain can improve and address equity outcomes, both among its customers as well as within the communities it traverses, as it implements the Service Vision.

#### **Task 4- Funding and Implementation**

The Business Plan will conclude with a detailed funding plan that shows how the recommendations and investments identified can be paid for. This funding plan will show how the agency can use self-generated revenues and leverage its assets to deliver maximum customer benefit and public value. Where new sources of outside funding may be needed, the plan will present choices and analysis of specific measures, value capture approaches or public-private partnering strategies that could be used effectively. This funding plan will be paired with a consolidated implementation plan that makes detailed, specific recommendations about actions and next steps required to advance the Service Vision and Business Plan. This implementation plan will be specifically focused on the actions Caltrain may take in the next five years and will also describe issues where partnering with local communities and Caltrain partner agencies or other government agencies may be required.

#### **Education and Outreach Plan**

The Business Plan will be a complex effort that touches on issues that are of wide interest to Caltrain’s customers as well as a range of stakeholders and publics within and beyond the Caltrain corridor. A robust program of education and outreach will accompany the technical work of the Business Plan.

The complexity of the Business Plan requires the development of thoughtful educational materials that help explain the connections between abstract technical and policy choices and the real world outcomes that Caltrain’s customers and communities care about. The project team will develop an excellent dedicated website and set of written and visual communication tools that help explain the work of the Business Plan in a format that is engaging to a wide audience and helps facilitate meaningful, informed discussion of the policy issues under consideration.



These educational tools will provide the foundation for a deep program of public and stakeholder outreach. During the Business Plan process Caltrain will engage with its customers and the public along the entire corridor through community meetings, station-based outreach, customer and community surveying, and traditional/social media. The project team will also seek to coordinate with partner meetings and community events throughout the corridor to amplify the outreach campaign's penetration to customers and the public.

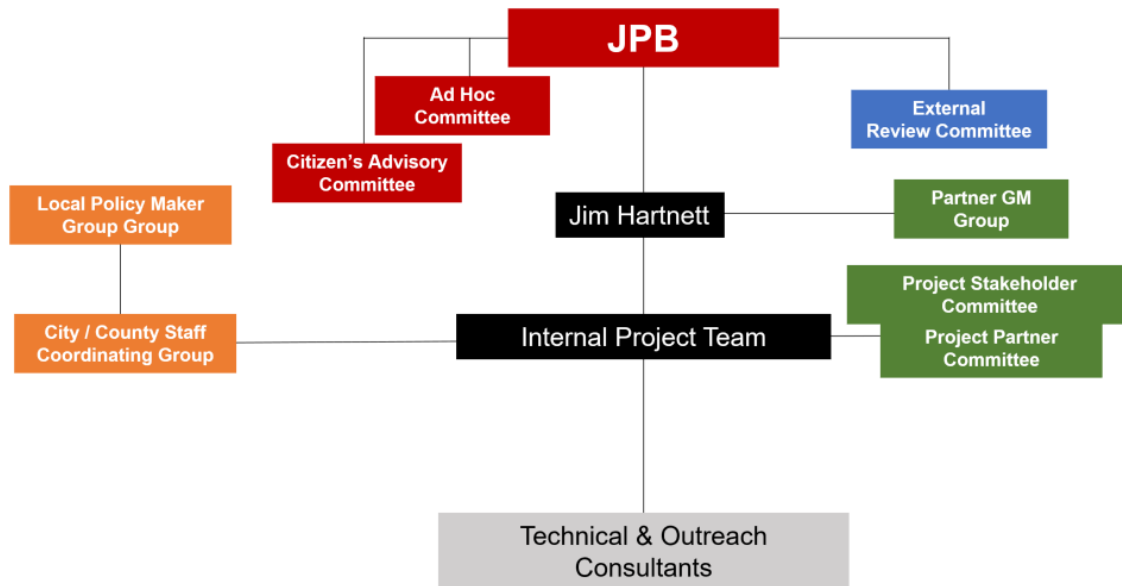
In addition to customer and broader public outreach, the project team will also engage with stakeholder staff and policy makers at the local, state and federal levels. Caltrain's City and County Staff Coordinating Group and Local Policy makers Group are named within the project structure as subsequently shown. These regular meetings will be supplemented by additional direct outreach to local jurisdiction policy makers and staff as requested or when specific technical considerations will benefit from locally focused discussion. The project team anticipates quarterly outreach to state and federal policy makers to make sure they are informed of the Business Plan's progress and have an opportunity to provide feedback and input.

Caltrain's partner agencies and staff are included within the formal project structure of the Business Plan (as subsequently described). Additionally, however, Caltrain will update its partners on a regular basis and plans to present Business Plan materials to partner agency Boards as well as County Board of Supervisors in Santa Clara, San Mateo and San Francisco at key moments in the project or as requested.

Finally, the project team will engage with corridor business groups and advocacy organizations whose mission and goals intersect with subjects and issues considered in the Business Plan. Some business and advocacy groups will be represented in the formal project structure (as shown) but the project team will also engage in sustained, direct outreach to these and other groups throughout the Business Plan process.

## Project Structure

The work of the Business Plan will be developed within the project structure shown and described below.



**Internal Structure:** Within the Caltrain organization, the Caltrain Business Plan will be managed as an integrated project structure reporting directly to Caltrain’s Executive Director Jim Hartnett.

The Internal Project Team will be led by Sebastian Petty, Senior Policy Advisor and full-time project manager. The project manager will be supported by a cross-disciplinary internal team of executives and staff representing key functions and competencies within the Caltrain organization.

**Project Partner and Stakeholder Committees:** The Project Partner Committee will meet monthly and will include staff representatives from JPA member agencies as well as all of the Business Plan’s funding entities or their designees. The Project Partner Committee will provide input on ongoing project technical work and outreach materials and will serve as liaisons to their respective organizations.

The Project Partner Committee will be a subset of a larger project stakeholder committee. This larger stakeholder group will meet approximately four times during the project and will participate in the review of technical and outreach materials. The stakeholder committee will include all Project Partner Committee members as well as representatives from the following:

- Staff from JPA member agencies (VTA, CCSF, SamTrans)
- Staff from funding partners (MTC, CHSRA, CalSTA)
- Local Jurisdiction Representatives

- Business Community Representatives
- Advocacy Group Representatives

**Partner General Manager Group:** On an approximately quarterly basis or in advance of major project milestones Jim Hartnett will convene a meeting of the General Managers of Caltrain's partner agencies (including JPB member agencies as well as MTC, CHSRA and an appropriate designee from CalSTA) to discuss project findings and review materials.

**External Review:** The "External Review Committee" will be comprised of an academic panel and/or designated industry group (such as APTA or the International Union of Railways). This committee will be charged with developing an independent, written review of Business Plan materials at least two times during the Plan process. These reviews will be provided directly to the JPB as well as to Caltrain's partner agencies and the project stakeholder group.

**Local Policy Makers Group and City/County Staff Coordinating Group:** The project team anticipates utilizing Caltrain's Local Policy Maker's Group and City / County Staff Coordinating Group as a venue for important feedback from local jurisdictions with updates to these groups occurring on a bi-monthly basis. It is proposed that each of these groups be expanded beyond their current composition of jurisdictions from San Francisco to San Jose to also include policy makers and staff from the cities of Morgan Hill and Gilroy.

**Board Involvement:** The JPB has established an Ad Hoc Committee to guide the development of the Business Plan. This Committee will meet on an approximately monthly basis for the duration of the Business Plan process and will review all major project materials and deliverables before their release to the public or introduction to the full Board.

The Board will also receive reports from Caltrain's Citizen Advisory Committee (the CAC). The CAC will receive regular project updates throughout the Business Plan process paralleling the project updates that go to the JPB.

It is proposed that the full JPB will take action on the Business Strategy, Service Vision and Business Plan as described previously. It is anticipated that the Board will receive major informational updates during the spring and fall 2018 and will also hold at least one informational half-day workshop (likely timed for early summer 2018, prior to the proposed adoption of the Service Vision).

Lastly, the project team will identify and offer ways for the JPB Board members to participate in and affect outreach activities, as appropriate.

#### **Budget Estimate and Funding Proposal:**

The Business Plan has been scoped as a large-scale, rigorous effort that must simultaneously address multiple lines of specialized technical inquiry while supporting detailed engagement with multiple stakeholder communities and the public. It will be resource intensive.

## E7-18

Staff estimates that the total cost for consultant services on the Business Plan (including technical work, outreach, independent review, project management and contingency) will be approximately \$5,000,000. The estimated cost to complete the first half of the Business Plan (including Tasks 1 and 2) is \$2,175,000.

Staff anticipates that funding for the business plan will come from a variety of potential sources including already budgeted Caltrain project development funds, JPB partner contributions, regional contributions, state funding and private contributions. It is anticipated that some contributions may come as in-kind consultant support rather than direct financial contributions. It is also anticipated that the project will be cash-flowed and that not all funding will be secured before work commences. Staff is engaged in various conversations related to funding opportunities and timing and anticipates returning to the Board with a defined funding plan in January.



# The Caltrain Business Plan

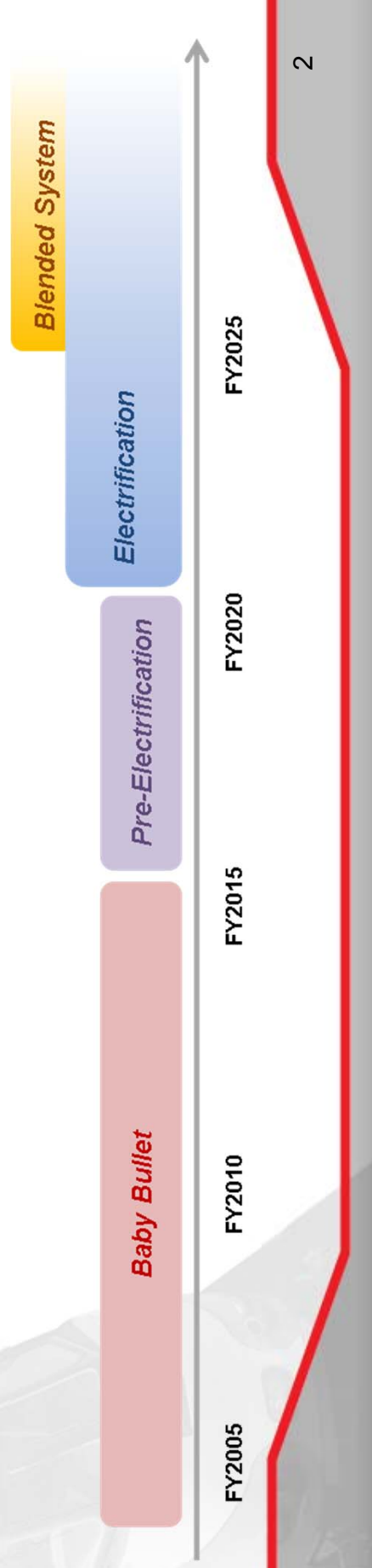
SFCTA CAC  
March 28, 2018





## Caltrain's Changing Business Context

- Since 2005:
  - Ridership increasing while service held constant
  - Declining operating subsidies and increased reliance on fare revenue
  - Constrained capital funding
  - Signature investment in modernization and commitment to blended system





# Context: Changes in Business Metrics

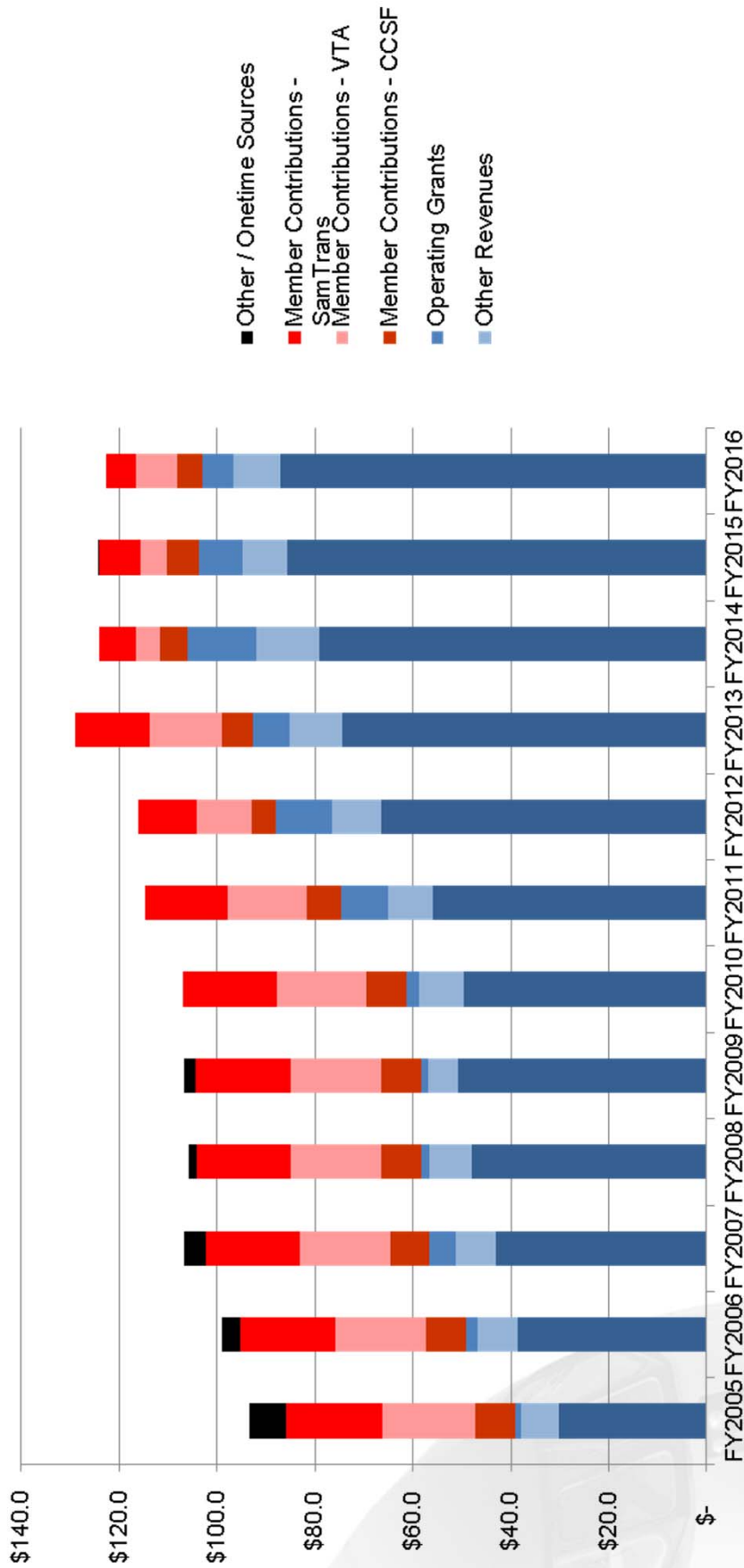


FY2005 FY2006 FY2007 FY2008 FY2009 FY2010 FY2011 FY2012 FY2013 FY2014 FY2015 FY2016

Percentage Change in Key Operating Metrics - CPI Adjusted



# Context: Operating Funding Trend



CPI Adjusted to millions of FY2016 Dollars





# Electrification - Overview

Area	Project	Service
51 miles San Francisco to San Jose (Tamien Station)	<b>Electrification:</b> <ul style="list-style-type: none"><li>Overhead Contact System (OCS)</li><li>Traction Power Facilities</li></ul> <b>Electric Trains (EMUs)</b> <ul style="list-style-type: none"><li>75 percent of fleet</li></ul>	<b>Up to 79 mph</b> <b>Service Increase</b> <ul style="list-style-type: none"><li>6 trains / hour / direction</li><li>More station stops / reduced travel time</li></ul> <ul style="list-style-type: none"><li>Restore Atherton &amp; Broadway service</li></ul> <b>Mixed-fleet service (interim period)</b> <b>Continue tenant service</b> <ul style="list-style-type: none"><li>ACE, Capital Corridor, Amtrak, Freight</li></ul>



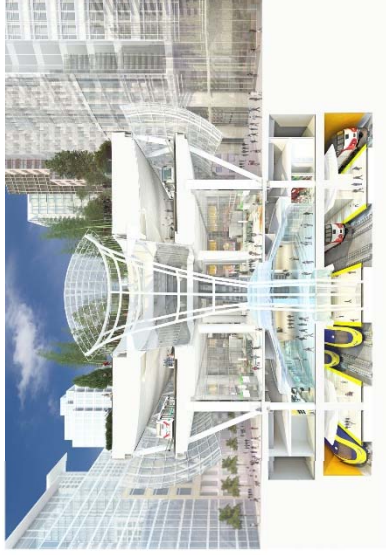
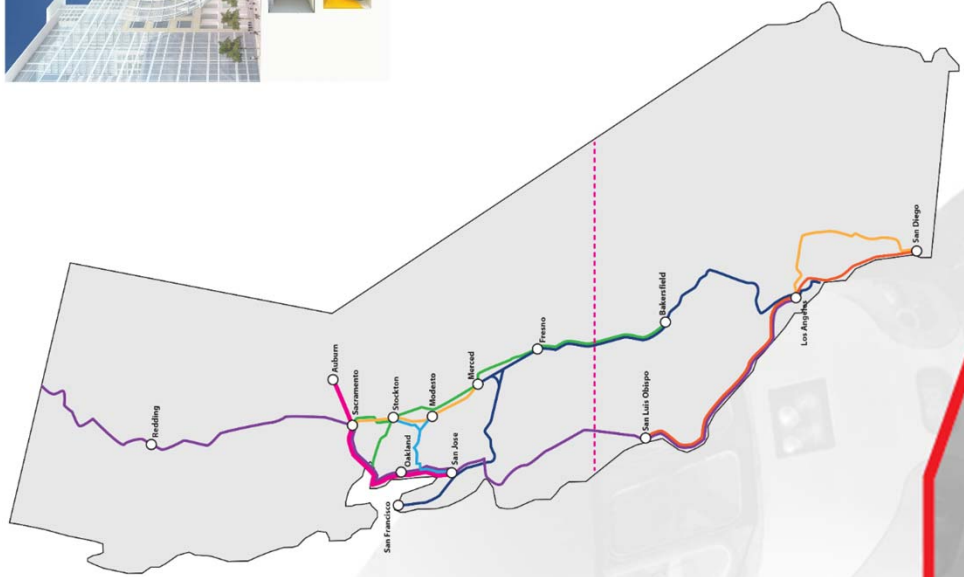


## Electrification - Financial Outlook

- Projections show that electrification will allow Caltrain to serve more riders at a lower cost per passenger
- However, Caltrain projects an ongoing annual need for \$30-\$40 million in operating subsidies:
  - Similar to FY2001-2011 (\$30 - \$40 million typical)
  - More than recent years (\$17-25 million)
- Need for capital funding also increasing as existing infrastructure and fleet ages and new systems are added
- Caltrain will be at risk if member contributions fall short or if ridership significantly declines



# Regional and State Context







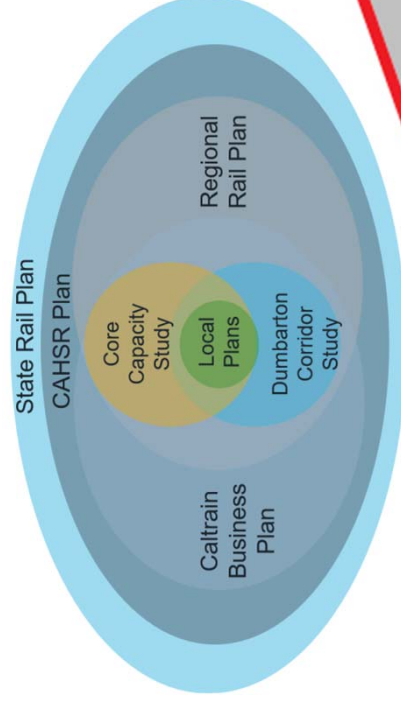
# The Caltrain Business Plan



The purpose of the Caltrain Business Plan is to maximize the value of the public investment in Electrification

The Business Plan will identify the steps and resources needed to truly modernize the railroad

The Business Plan will lay out the strategic position and importance of the Caltrain corridor and how Caltrain can maximize its effectiveness and integrate with a growing, megaregional rail system



## Process

- April 2017 - Business Plan concept introduced to JPB
- July – Update to JPB
- August – Formation of Ad Hoc Committee
- September – Stakeholder workshop
- October / November – Ongoing outreach
- December – Draft Business Strategy and Scope presented to JPB
- February- Final Scope and Strategy Adopted by JPB

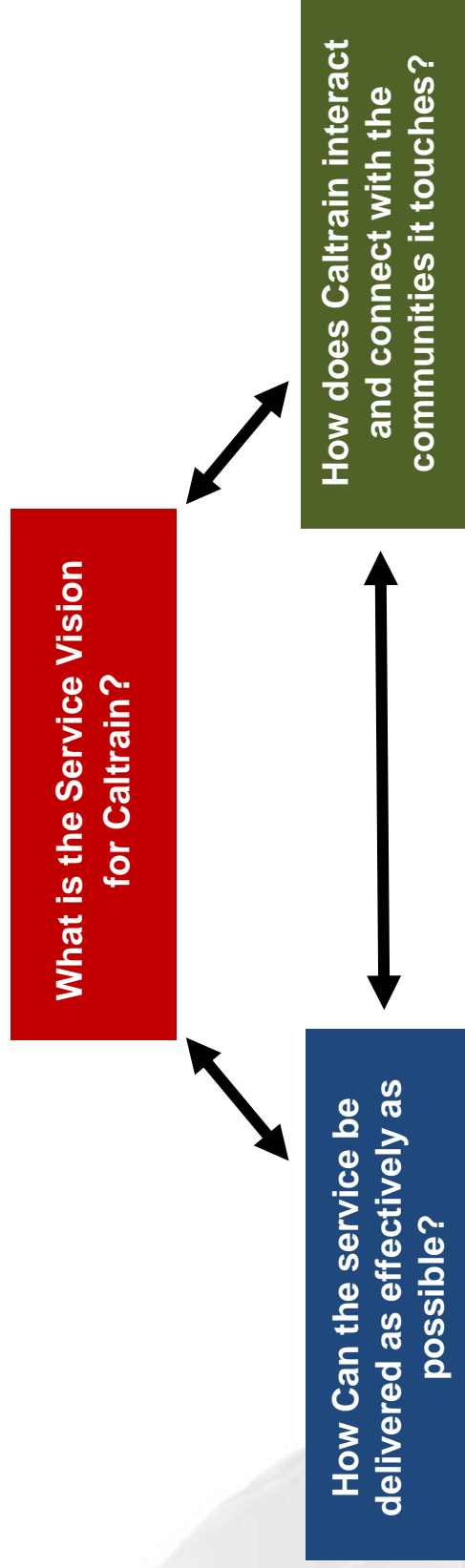


# Overview of Scope



## Key Questions

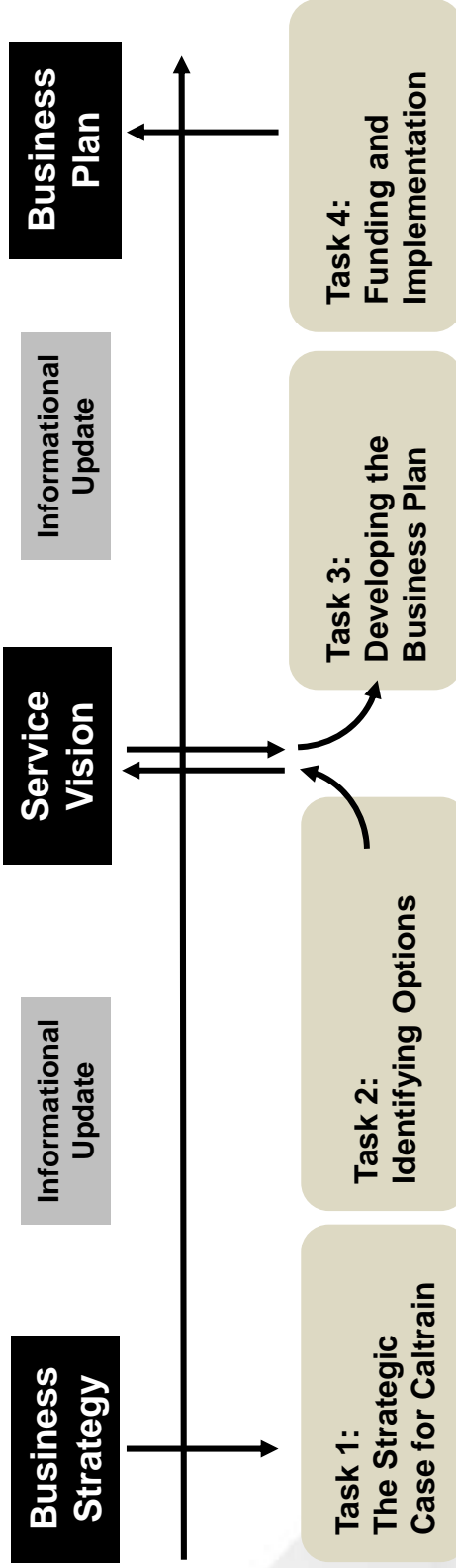
- Stakeholder outreach helped identify three “big picture” interrelated questions





# Scope of Work Overview

## Board Process

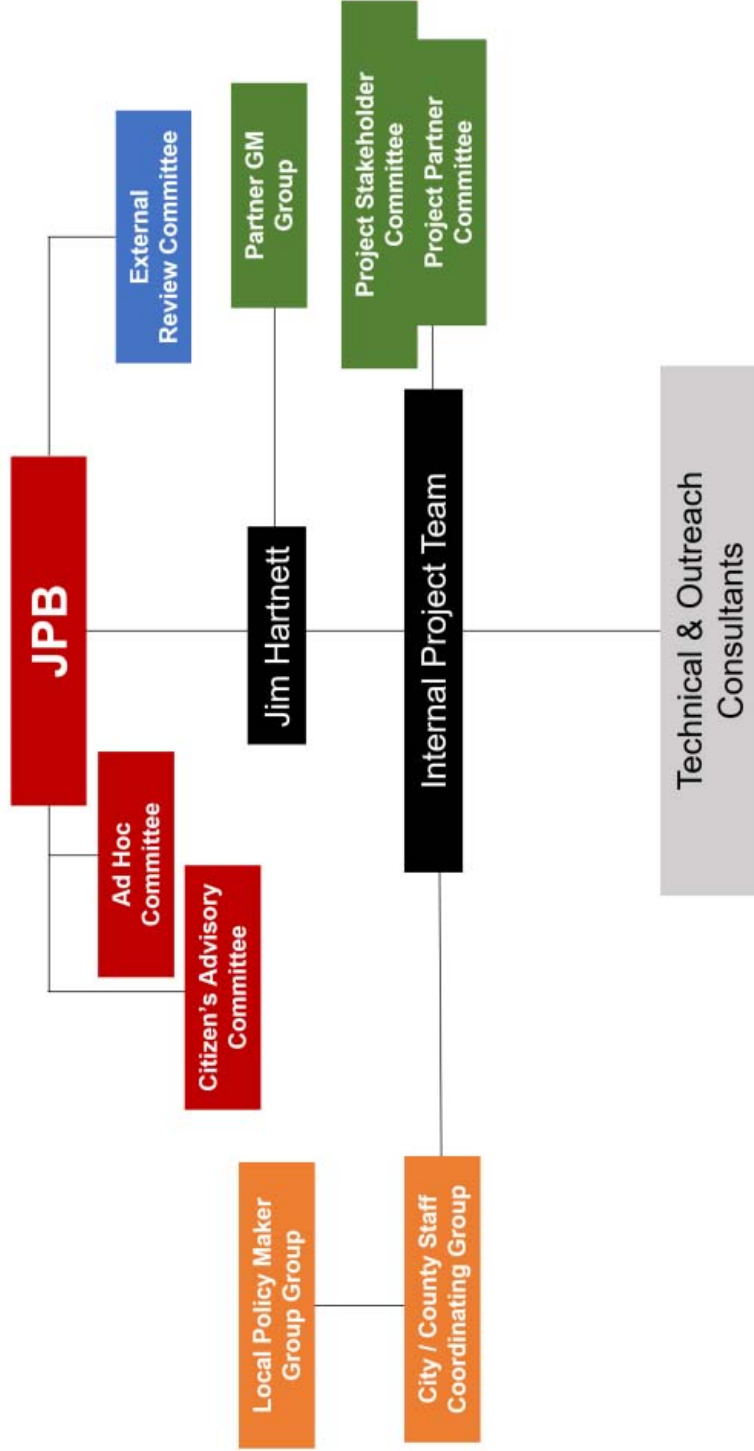


## Technical Work





# Project Structure





## Project Funding

- Large-scale technical project with total funding needs estimated at \$5 million
- Project cash flowing is assumed
- Caltrain seeking funds from multiple different sources including both direct support or in-kind technical assistance

Funding Source	Amount Sought (\$ or equivalent)
Caltrain Partners	Up to \$500,000 each (\$1.5 million total)
CHSRA	Up to \$500,000 of in-kind assistance
CalSTA (TIRCP)	\$1,000,000 or balance needed from public sources
Private Assistance	\$2,000,000 of in-kind assistance



## Project Funding

- Staff is requesting the re-allocation of \$350,000 in existing Caltrain category Prop K funds to support San Francisco's contribution to the Business Plan
- This funding will be matched by contributions from the San Mateo County TA and VTA.



**This Page Intentionally Left Blank**

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**FY of Allocation Action:** 2017/18

**Project Name:** Central Subway - RTIP Fund Exchange

**Grant Recipient:** San Francisco Municipal Transportation Agency - MUNI

**EXPENDITURE PLAN INFORMATION**

**Prop K EP category:** Guideways: (EP-22)

**Prop K EP Line Number (Primary):** 22      **Current Prop K Request:** \$ 13,752,000

**Supervisorial District(s):** District 03, District 06

**REQUEST**

**Brief Project Description (type below)**

The Central Subway Project is a 1.7-mile extension of the existing Third Street Light Rail line from 4th and King Streets to a surface station south of Bryant Street, and then underground with stations at Moscone Center, Union Square, and Chinatown.

**Detailed Scope, Project Benefits and Community Outreach (type below)**

**Project:** The Central Subway Project extends the 5.2-mile T-Third light rail line from the Caltrain terminus area north on the 4th Street/Stockton Street route to serve South of Market/Mission Bay, Union Square/Downtown and Chinatown/North Beach. It is a critical transportation improvement linking neighborhoods in the southeastern part of the City with the retail and employment centers in Downtown and Chinatown. Specific benefits of the project include:

1. Reduce travel time both for the transit rider and for other vehicles using the streets because the new subway takes buses off the street
2. Reduce overcrowding on existing bus service
3. Reduce pollution because of dedicated right of way
4. Provide more reliable service
5. Provide connections to Caltrain, BART, regional buses, and other Muni lines
6. Improve access to the heart of Chinatown and strengthen community connections between Visitacion Valley and Chinatown
7. Provide a direct connection to Moscone Center, Union Square, and Chinatown
8. Connect Mission Bay, the new UCSF campus, and Bay View Hunters Point with downtown San Francisco.

**Request:** As San Francisco's Congestion Management Agency, the Transportation Authority is responsible for programming San Francisco's county share Regional Transportation Improvement Program (RTIP) funds. The Board has long-standing RTIP priorities which designate the Central Subway as highest priority for the next \$75.5 million in RTIP funds. However, RTIP funds cannot be directly allocated to the Central Subway because all contracts have been awarded. Therefore in October 2017 the Board honored the commitment by programming \$13.752 million RTIP funds to Restoration of Light Rail Lines - Axle Counters and approving a RTIP/ Prop K fund exchange to partially fund the Central Subway's budgeted contingency. The fund exchange action concurrently amended the Prop K Strategic Plan and the Muni-Guideway 5-Year Prioritization Program (5YPP) to advance \$13.752 million and program the funds to the Central Subway RTIP Fund Exchange Project. The subject request is for allocation of the Prop K funds programmed in that Board action.

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

**Project Location (type below)**

The Central Subway Project begins at the existing station at Fourth and King Streets. The Project includes four stations: one surface station between Brannan and Bryant Streets; and three subway stations – Moscone, Union Square/Market Street (UMS), and Chinatown.

**Project Phase (select dropdown below)**

Construction (CON)

Map or Drawings Attached?  Yes

Other Items Attached?  Yes

**5YPP/STRATEGIC PLAN INFORMATION**

Type of Project in the Prop K  
5YPP/Prop AA Strategic Plan? Named Project

Is the requested amount greater  
than the amount programmed in  
the relevant 5YPP or Strategic  
Plan? Less than or Equal to Programmed Amount

Prop K 5YPP Amount: \$ 13,752,000

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Central Subway - RTIP Fund Exchange

**ENVIRONMENTAL CLEARANCE**

**Environmental Type:** EIR/EIS

**PROJECT DELIVERY MILESTONES**

Enter dates below for ALL project phases, not just for the current request, based on the best information available. For PLANNING requests, please only enter the schedule information for the PLANNING phase.

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Oct-Dec	2003	Oct-Dec	2009
Environmental Studies (PA&ED)			Oct-Dec	2008
Right-of-Way	Jul-Sep	2009	Oct-Dec	2012
Design Engineering (PS&E)	Jan-Mar	2009	Oct-Dec	2012
Advertise Construction				
Start Construction (e.g. Award Contract)	Jan-Mar	2010		
Operations (i.e., paratransit)				
Open for Use			Jan-Mar	2019
Project Completion (means last eligible expenditure)				

**SCHEDULE DETAILS**

Provide dates for any COMMUNITY OUTREACH planned during the requested phase(s). Identify PROJECT COORDINATION with other projects in the area (e.g. paving, MUNI Forward) and relevant milestone dates (e.g. design needs to be done by DATE to meet paving schedule). List any timely use-of-funds deadlines (e.g. federal obligation deadline). If a project is comprised of MULTIPLE SUB-PROJECTS, provide milestones for each sub-project. For PLANNING EFFORTS, provide start/end dates for each task.

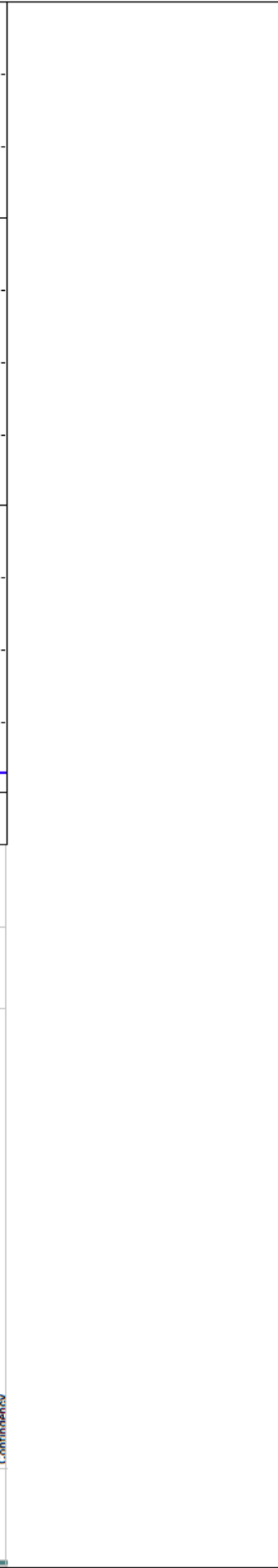
The FTA issued a Record of Decision for the Project on 11/26/08.

See attached Project Schedule, updated as of January 2018, for additional information.

**SUMMARY SCHEDULE JANUARY 2018**

Page 1 of 1

Activity ID	Activity Name	Original Duration	Start	Finish	2018				2019				2020					
					Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<b>CENTRAL SUBWAY PROJECT</b>																		
<b>Program Level Milestones</b>																		
PJ01000	Central Subway Project Start	4485	03-Jun-03 A	12-Aug-20														
MS0004A	Tunnel Excavation Complete - Project Milestone #4A	0	03-Jun-03 A	22-Nov-19														
MS00019	Baseline Finish Date: 12-26-2018	0		05-Sep-14 A														
MS00009	CSP Revenue Service Date	0		22-Nov-19*														
<b>Preliminary Engineering Phase</b>																		
	Final Design	2651	03-Jun-03 A	07-Jan-10 A														
	Light Rail Vehicles	1811	08-Jan-10 A	17-Jun-13 A														
	Real Estate	2389	15-Apr-13 A	28-Oct-19														
	Construction Phase	3130	01-Aug-08 A	26-Jan-18														
	Construction Support and Costs	2766	04-Jan-10 A	12-Aug-20														
	Construction Utility Contract #1- MOS & Portal CN-1250	3139	04-Jan-10 A	12-Aug-20														
	Construction Utility Contract #2 - UMS CN-1251	505	04-Jan-10 A	23-May-11 A														
	Construction Tunnels CN-1252	643	12-Jan-11 A	15-Oct-12 A														
	Construction CN-1300	1518	08-Jun-11 A	26-Jan-18														
	CN-1300 Milestone	1704	03-Jun-13 A	15-Nov-19														
	Construction UMS Station P-1253	1673	17-Jun-13 A	15-Nov-19														
	Construction CTS Station P-1254R	1704	17-Jun-13 A	13-Jun-19														
	Construction YBM Station P-1255	1673	17-Jun-13 A	15-Nov-19														
	Construction STS P-1256	1651	10-Jun-13 A	13-Jun-19														
	Project Start Up	1615	03-Jun-13 A	27-Aug-19														
	Unallocated Contingency	163	12-Jun-19	22-Nov-19														
	Cost Activity Unallocated Contingency (LOE) - 17,500,99,090.00 - Continuity	461	26-Jan-18	22-Nov-19														
	Cost Activity Unallocated Contingency (LOE) - 17,500,99,090.00 - Continuity	461	26-Jan-18	22-Nov-19														



SFMTA Central Subway Project  
Master Project Schedule  
Summary Schedule - January 2018

Required Revenue Service Date: 26-Dec-18  
Data Date: 26-Jan-18



**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Central Subway - RTIP Fund Exchange

**FUNDING PLAN - FOR CURRENT REQUEST**

Enter the funding plan for the phase(s) that are the subject of the CURRENT REQUEST. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 13,752,000	\$ -	\$ 13,752,000
Prop AA	<b>See attached Funding Plan for amounts from all fund sources.</b>			\$ -
				\$ -
	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	\$ -	\$ 13,752,000	\$ -	\$ 13,752,000

**COST SUMMARY**

Show total cost for ALL project phases (in year of expenditure dollars) based on best available information. Source of cost estimate (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 46,202,674	\$ -		Central Subway budget as approved February 2018; Preliminary Engineering
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ 32,246,321	\$ -		Central Subway budget as approved February 2018; ROW, Land, Existing Improvements
Design Engineering (PS&E)	\$ 273,303,017	\$ -	\$ -	Central Subway budget as approved February 2018
Construction (CON)	\$1,226,547,988	\$ 13,752,000	\$ -	Central Subway budget as approved February 2018. Includes vehicles.
Operations (Paratransit)		\$ -		
<b>Total:</b>	<b>\$1,578,300,000</b>	<b>\$ 13,752,000</b>	<b>\$ -</b>	

**See attached  
Cost Status by Category  
for details.**

% Complete of Design:  as of   
 Expected Useful Life:  Years

**PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST** (instructions as noted below)

Use the table below to enter the proposed reimbursement schedule for the current request. Prop K and Prop AA policy assume these funds will not be reimbursed at a rate greater than their proportional share of the funding plan for the relevant phase unless justification is provided for a more aggressive reimbursement rate. If the current request is for multiple phases, please provide separate reimbursement schedules by phase. If the proposed schedule exceeds the years available, please attach a file with the requested information.

Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
Prop K		\$ 13,752,000	\$ -	\$ -	\$ -	\$ 13,752,000

Central Subway Full Funding Plan  
Updated: February 2018

Source <sup>2</sup>	Type	Status	Project Phases <sup>1</sup>					Total by Status	TOTAL
			PE/ENV	PS&E	ROW	CON	CON		
5309 New Starts	Federal	Allocated	\$36,310,980	\$47,690,426	\$0	\$835,180,493	\$919,181,899	\$942,200,000	
		Programmed	\$0	\$0	\$0	\$23,018,101	\$23,018,101		
		Planned	\$0	\$0	\$0	\$0	\$0		
CMAQ <sup>3</sup>	Federal	Allocated	\$0	\$14,328,445	\$0	\$26,696,555	\$41,025,000	\$41,025,000	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$0	\$0		
Prop 1A High Speed Rail Connectivity	State	Allocated	\$0	\$0	\$0	\$61,308,000	\$61,308,000	\$61,308,000	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$0	\$0		
Prop 1B- MTC	State	Allocated	\$0	\$14,044,096	\$10,580,906	\$63,270,813	\$87,895,815	\$87,895,815	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$0	\$0		
Prop 1B-SFMTA	State	Allocated	\$0	\$1,200,000	\$24,196,508	\$194,499,677	\$219,896,185	\$219,896,185	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$0	\$0		
RIP-SF/Other <sup>3, 4, 5</sup>	State	Allocated	\$0	\$0	\$0	\$12,498,000	\$12,498,000	\$74,248,000	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$61,750,000	\$61,750,000		
TCRP	State	Allocated	\$5,000,000	\$9,000,000	\$0	\$0	\$14,000,000	\$14,000,000	
		Programmed	\$0	\$0	\$0	\$0	\$0		
		Planned	\$0	\$0	\$0	\$0	\$0		
Prop K <sup>3, 5</sup>	Local	Allocated	\$4,142,132	\$27,418,669	\$0	\$92,414,199	\$123,975,000	\$137,727,000	
		Programmed	\$0	\$0	\$0	\$13,752,000	\$13,752,000		
		Planned	\$0	\$0	\$0	\$0	\$0		
<b>Totals</b>		<b>Allocated</b>	<b>\$45,453,112</b>	<b>\$113,681,636</b>	<b>\$34,777,414</b>	<b>\$1,285,867,737</b>	<b>\$1,479,779,899</b>	<b>\$1,578,300,000</b>	
		<b>Programmed</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,770,101</b>	<b>\$36,770,101</b>		
		<b>Planned</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,750,000</b>	<b>\$61,750,000</b>		

<sup>1</sup> Acronyms used for project phases include: PE/ENV - Preliminary Engineering/Environmental Documentation, PS&E - Plans, Specifications & Estimates or Final Design, ROW - Right of Way, CON - Construction. For the purposes of this table, construction includes procurement (e.g. vehicles).

<sup>2</sup> Acronyms used in this column include: CMAQ - Congestion Mitigation and Air Quality Improvement Program, MTC - Metropolitan Transportation Commission, RIP - Regional Improvement Program, SFMTA - San Francisco Municipal Transportation Agency, and TCRP - Traffic Congestion Relief Program.

## Central Subway Full Funding Plan Updated: February 2018

- <sup>3</sup> In January 2008, the Transportation Authority working with MTC and SFMTA brokered a fund swap of \$4 million in FY 2008/09 RIP funds programmed to Central Subway for an equivalent amount of CMAQ funds for the subject project. The swap gave SFMTA quicker access to the funds than would have been possible with the delay in available RIP funds. The \$4 million in CMAQ funds count toward the Transportation Authority's RIP commitment to the project. The RIP funds helped MTC address eligibility issues for a regional project. In November 2008, the Transportation Authority approved a swap that traded \$2,025,000 in FY 2008/09 Prop K funds for an equivalent amount of CMAQ funds to help SFMTA meet timely use of funds deadlines for three separate Regional Bike and Pedestrian Program (RBPP) projects (Res. 09-25), without any negative impacts to the Central Subway Program.
- <sup>4</sup> In November 2005, through Resolution 06-30, the Transportation Authority committed to prioritizing its RIP funds to four signature Prop K projects, including Central Subway. This commitment stems from the 2001 Regional Transportation Plan. In March 2012, through Resolution 12-44, the Transportation Authority Board made Central Subway the second highest priority after Presidio Parkway (required by the State) for future RIP funding cycles until those commitments are fulfilled. The Presidio Parkway RIP commitment was fulfilled with adoption of the 2012 State Transportation Improvement Program, making Central Subway the highest priority for RIP funds. The Transportation Authority and SFMTA are working together to ensure that alternate funding is available to the project, given that the remaining RIP funds will not be available in time to meet the project's cash flow needs.
- <sup>5</sup> Resolution 2018-016 approved October 24th, 2017 approved a fund exchange of \$13.752 million in RTIP funds for Restoration of Light Rail Line - Axle Controls with equivalent amount of Prop K funds for Central Subway. See Board memo dated October 24th, 2017 for more details.

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form

FEDERAL STANDARD COST CATEGORIES	COST STATUS BY CATEGORY	BUDGET February 2018	February 2018 Costs-To-Date	Remaining Budget
SCC 010	GUIDEWAY & TRACK ELEMENTS	285,227,879	267,661,860	17,566,019
SCC 020	STATIONS, STOPS, TERMINALS, INTERMODAL	586,414,555	384,286,124	202,128,431
SCC 040	SITEWORK & SPECIAL CONDITIONS	214,938,742	203,180,598	11,758,145
SCC 050	SYSTEMS	95,341,827	30,894,358	64,447,468
SCC 060	ROW, LAND, EXISTING IMPROVEMENTS	32,246,321	30,732,020	1,514,301
SCC 070	VEHICLES	26,385,653	10,598,347	15,787,306
SCC 080.01	PRELIM ENGINEERING	46,202,674	46,202,675	(1)
SCC 080.02	FINAL DESIGN	61,318,331	61,199,308	119,023
SCC 080.03 - 080.04	PM FOR DESIGN & CONSTRUCTION	196,972,082	141,199,079	55,773,003
SCC 080.05 - 080.08	OTHER PROF SRVCS	24,246,033	11,695,738	12,550,295
SCC 090	UNALLOC CONTINGENCY	9,005,903		9,005,903
	<b>Grand Total</b>	<b>1,578,300,001</b>	<b>1,187,650,107</b>	<b>390,649,894</b>

Prop K funds will be used for SCC 80.03-80.04: Project Management for Design & Construction.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 3/22/2018      **Res. No:** xx-xxxx      **Res. Date:** xx/xx/xxx

**Project Name:** Central Subway - RTIP Fund Exchange

**Grant Recipient:** San Francisco Municipal Transportation Agency - MUNI

<b>Funding Recommended:</b>	<b>Action</b>	<b>Amount</b>	<b>Phase</b>
	Prop K Allocation	\$ 13,752,000	Construction (CON)
	<b>Total:</b>	<b>\$ 13,752,000</b>	

**Total Prop K Funds:** \$ 13,752,000                      **Total Prop AA Funds:** \$                     -

**Justification for multi-phase recommendations and notes for multi-sponsor recommendations:**

\_\_\_\_\_

**Fund Expiration Date:** 3/31/2020      **Eligible expenses must be incurred prior to this date.**

<b>Intended Future Action</b>	<b>Action</b>	<b>Amount</b>	<b>Fiscal Year</b>	<b>Phase</b>

Trigger: \_\_\_\_\_

**Deliverables:**

1. SFMTA will provide written progress reports monthly in place of quarterly progress reports. These will detail accomplishments, challenges, and expenditures to date; percent complete of construction; anticipated future work; cost reports including both consultant and agency costs; and any updates to the project schedule, budget of funding plan. SFMTA may use its internal progress reports for submittal to the Transportation Authority. See SGA for other required components of progress reports.
2. Quarterly, provide 2-3 digital photos of work in progress and or completed that past quarter. May be provided as part of monthly progress reports.

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 3/22/2018 Res. No: xx-xxxx Res. Date: xx/xx/xxx

Project Name: Central Subway - RTIP Fund Exchange

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

Special Conditions:

1. Recommended allocation is conditioned upon California Transportation Commission approval of programming \$13.752 million in RTIP funds to the Restoration of Light Rail Lines projects. Condition satisfied 3/21/2018.
2. Continued compliance with Ground Rules for Financial Management of the Central Subway Project approved through Resolution 2010-051 (attached) and with the oversight protocols currently in place.
3. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
- 4.

Notes:

- 1.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.00%	No Prop AA
Actual Leveraging - This Project	0.00%	See Above

SFCTA Project

Reviewer: CP

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - MUNI  
 SGA Project Number: 122-910xxx Name: Central Subway - RTIP Fund Exchange  
 Phase: Construction (CON) Fund Share: 100.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
Prop K		\$13,752,000				\$13,752,000

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 13,752,000

Current Prop AA Request: \$ -

Project Name: Central Subway - RTIP Fund Exchange

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

<p><b>Required for Allocation Request Form Submission</b> Initials of sponsor staff member verifying the above statement</p>
<p><b>TM</b></p>

**CONTACT INFORMATION**

**Project Manager**

**Grants Section Contact**

Name: Albert Hoe

Tim Manglicmot

Title: Acting Director, Central Subway

Acting Manager, CPM

Phone: 415.701.4289

415.646.2517

Email: [albert.hoe@sfmta.com](mailto:albert.hoe@sfmta.com)

[timothy.manglicmot@sfmta.com](mailto:timothy.manglicmot@sfmta.com)

## Attachment 1

**GROUND RULES FOR FINANCIAL MANAGEMENT  
of the  
Central Subway Project**

1. The Municipal Transportation Agency (MTA) accepts responsibility to hold project scope and costs to the total amount proposed in the baseline budget, which was informed by the risk assessment evaluation of the project completed in April 2009 by the Federal Transit Administration (FTA), the Central Subway Project Team, and the Authority.
2. MTA will implement project control procedures and processes that will allow for the effective forecasting of costs at all levels and categories, and provide monthly forecast updates to the Authority.
3. MTA will implement a formal budget transfer (i.e., shifting costs/funds between tasks, contracts and/or contingency) procedure to be used to manage the project contingency.
4. MTA will obtain concurrence from the Authority for change orders over \$100,000 and the Authority will be appointed to participate in the Configuration Management Board process for change control.
5. MTA will inform the Authority about intended budget transfers and change orders prior to their execution. Budget transfers will occur before the money is spent in the category receiving funds.
6. Budget transfers for public agency staff costs must be justified by a directly related design or construction event (e.g. extension of the construction time, redesign caused by unexpected conditions).
7. MTA understands that some budget transfers may require approval by the Authority Board to amend previously approved Prop K and/or TCRP allocations, while others may be approved administratively by Authority staff. Determination of whether budget transfers require Board approval (e.g. policy level) or may be approved administratively will be consistent with the Authority's existing Prop K amendment procedures.
8. MTA agrees to update the Authority as additional funds are allocated and/or committed (e.g. programmed) to the Central Subway project, and will comply with Prop K policies to delay the expenditure of Prop K funds to the extent possible without putting the project at risk.



San Francisco County Transportation Authority  
 Proposition K Sales Tax Program Allocation Request Form

MAPS AND DRAWINGS

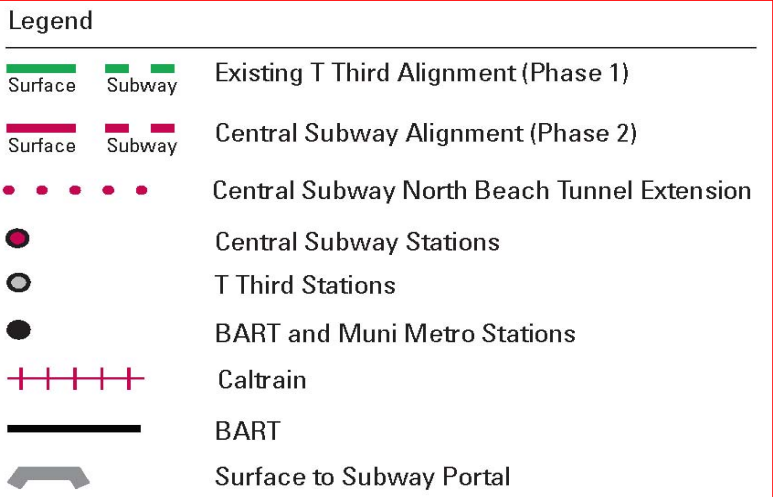


**Phases and Service Areas**  
**Phase 1 T-Third**

- 4th and King to Bayshore
- 18 T-Third surface stations

**Phase 2 Central Subway**

- 4th and King to Chinatown
- 1 surface station
- 3 subway stations



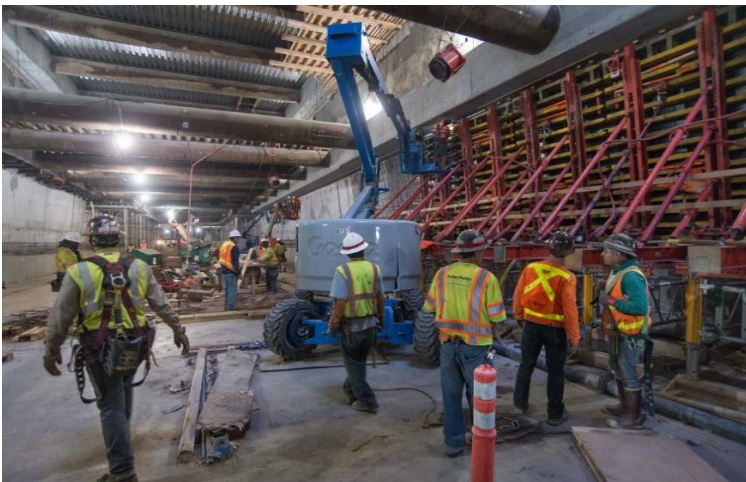
## San Francisco County Transportation Authority Proposition K Sales Tax Program Allocation Request Form



Chinatown Station: The arched station cavern and crossover cavern under Stockton Street are nearly fully excavated.



Chinatown Station: Bulldozers line up to offload material during excavation of the station cavern and headhouse.



Union Square/Market St. Station: Large concrete forms are being used against the exterior walls of the station box to create scalloped wall features.



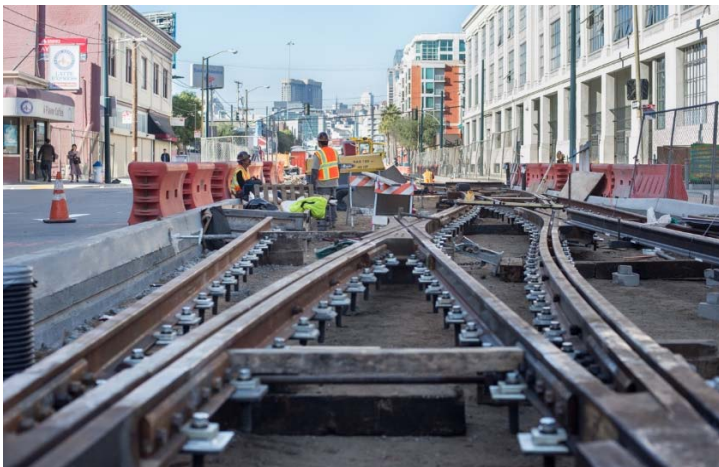
San Francisco County Transportation Authority  
Proposition K Sales Tax Program Allocation Request Form



Yerba Buena/Moscone Station: Steel framing for stairs and escalator components are being installed inside the station box under 4th Street.



Yerba Buena/Moscone Station: Interior walls and the Mezzanine-level floor slab are being constructed inside the station headhouse.



Surface work: After completing utility relocation and upgrade work, tracks are being installed along 4th St. between Townsend and Brannan.



**This Page Intentionally Left Blank**

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Project Name: Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

Grant Recipient: Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP category: Street Resurfacing and Reconstruction: (EP-34)

Prop K EP Line Number (Primary): 34 Current Prop K Request: \$ 2,849,000

Prop K Other EP Line Numbers: \_\_\_\_\_

Supervisorial District(s): District 07

REQUEST

**Brief Project Description (type below)**

Street resurfacing of 2.8 miles of residential streets (43 blocks) in the Parkmerced, Twin Peaks, and Mt Davidson Manor neighborhoods in San Francisco. The project consists of repairs to the road base, paving work, curb ramp construction, and sidewalk and curb repairs.

**Detailed Scope, Project Benefits and Community Outreach (type below)**

San Francisco Public Works (SFPW) requests Prop K funds to partially fund the construction of the Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing project. The requested Prop K funds will provide match to \$2,106,000 in SB1 Local Partnership Program funds. The proposed project will resurface forty-three (43) blocks on 2.8 miles of residential streets. The project includes demolition, pavement renovation of 43 blocks, new sidewalk construction, 76 curb ramp construction and retrofit, traffic control, and all related and incidental work within project limits.

SFPW inspects each of the City's blocks and assigns a Pavement Condition Index (PCI) score every two years. The PCI score ranges from a low of 0 to a high of 100. These scores assist SFPW with implementing the pavement management strategy of aiming to preserve streets by applying the right treatment to the right roadway at the right time. The streets included in this project have an average PCI score in the mid 40s, and San Francisco's goal is to maintain a citywide PCI score of 70.

The project will include the following street segments:

- Clairview Court between Panorama Drive to End (0.1 miles)
- Darien Way between Aptos Avenue to Kenwood Way and Upland Drive (0.4 miles)
- Dorado Terrace between Jules Avenue and Ocean Avenue to End (0.3 miles)
- Font Boulevard between Juan Bautista Circle to Lake Merced Boulevard (0.5 miles)
- Midcrest Way between Panorama Drive to End (0.2 miles)
- Oak Park Drive between Clarendon Avenue to End (0.5 miles)
- Olympia Way between Panorama Drive to Clarendon Avenue (0.2 miles)
- San Aleso Avenue between Monterey Blvd to Upland Drive (0.2 miles)
- Upland Drive between Darien Way and Kenwood Way to San Benito Way (0.4 miles)

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

Streets are selected based on PCI scores, as well as the presence of transit and bicycle routes, street clearance (i.e., coordination with utilities) and geographic equity. These segments are located in residential neighborhoods in southwest San Francisco, in the vicinity of important neighborhood destinations, such as San Francisco State University, Laguna Honda Hospital and Rehabilitation Center. The segments also include important connections to many neighborhood schools, parks, and shopping centers.

The project will have a public information officer assigned to the project to address any questions/concerns from constituents. In addition, prior to construction, 30 day and 10 day notices will be sent to all residents and property owners within project limits, notifying them of our upcoming work.

**Project Location (type below)**

Clairview Court (Panorama Dr to End), Darien Way (Aptos Ave to Kenwood Way/Upland Dr), Dorado Terrace (Jules Ave/Ocean Ave to End), Font Boulevard (Juan Bautista Cir to Lake Merced Blvd), Midcrest Way (Panorama Dr to End), Oak Park Drive (Clarendon Ave to End), Olympia Way (Panorama Dr to Clarendon Ave), San Aleso Ave (Monterey Blvd to Upland Dr), and Upland Drive (Darien Way/Kenwood Way to San Benito Way).

**Project Phase (select dropdown below)**

Construction (CON)

Map or Drawings Attached?  Yes

Other Items Attached?  No

**5YPP/STRATEGIC PLAN INFORMATION**

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?

Is the requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?

Prop K 5YPP Amount: \$ 2,794,000 Prop AA Strategic Plan Amount: \_\_\_\_\_

**Please describe and justify the necessary amendment:**

SFPW is requesting an amendment to the Street Resurfacing 5YPP to reprogram \$55,000 in deobligated funds from projects completed under budget to the subject project.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

**ENVIRONMENTAL CLEARANCE**

**Environmental Type:** Categorically Exempt

**PROJECT DELIVERY MILESTONES**

Enter dates below for ALL project phases, not just for the current request, based on the best information available. For PLANNING requests, please only enter the schedule information for the PLANNING phase.

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right-of-Way				
Design Engineering (PS&E)	Jan-Mar	2017	Jan-Mar	2018
Advertise Construction	Jan-Mar	2018		
Start Construction (e.g. Award Contract)	Jul-Sep	2018		
Operations (i.e., paratransit)				
Open for Use			Oct-Dec	2019
Project Completion (means last eligible expenditure)			Apr-Jun	2020

**SCHEDULE DETAILS**

Provide dates for any COMMUNITY OUTREACH planned during the requested phase(s). Identify PROJECT COORDINATION with other projects in the area (e.g. paving, MUNI Forward) and relevant milestone dates (e.g. design needs to be done by DATE to meet paving schedule). List any timely use-of-funds deadlines (e.g. federal obligation deadline). If a project is comprised of MULTIPLE SUB-PROJECTS, provide milestones for each sub-project. For PLANNING EFFORTS, provide start/end dates for each task.

SFPW has confirmed with developers of the Parkmerced Development project that they don't have any work planned for the blocks included in the subject project.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

**FUNDING PLAN - FOR CURRENT REQUEST**

Enter the funding plan for the phase(s) that are the subject of the CURRENT REQUEST. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 55,000	\$ 2,794,000	\$ -	\$ 2,849,000
SB1-LPP	\$ -	\$ 2,106,000	\$ -	\$ 2,106,000
General Fund	\$ -	\$ 43,284	\$ -	\$ 43,284
<b>Total:</b>	<b>\$ 55,000</b>	<b>\$ 4,943,284</b>	<b>\$ -</b>	<b>\$ 4,998,284</b>

**FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)**

Enter the funding plan for all phases (planning through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 55,000	\$ 2,794,000	\$ -	\$ 2,849,000
SB1-LPP	\$ -	\$ 2,106,000	\$ -	\$ 2,106,000
General Fund	\$ -	\$ 43,284	\$ 490,000	\$ 533,284
<b>Total:</b>	<b>\$ 55,000</b>	<b>\$ 4,943,284</b>	<b>\$ 490,000</b>	<b>\$ 5,488,284</b>

**COST SUMMARY**

Show total cost for ALL project phases (in year of expenditure dollars) based on best available information. Source of cost estimate (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ 490,000	\$ -	\$ -	Actuals and Estimated Cost to Complete
Construction (CON)	\$ 4,998,284	\$ -	\$ -	Engineer's Estimate 95% Design
Operations (Paratransit)	\$ -	\$ -		
<b>Total:</b>	<b>\$ 5,488,284</b>	<b>\$ -</b>	<b>\$ -</b>	

% Complete of Design: 95% as of 2/13/2018  
 Expected Useful Life: 20 Years



San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

Project Name: Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

MAJOR LINE ITEM BUDGET

SAMPLE PROJECT BUDGET - CONSTRUCTION

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)						
Budget Line Item	Totals	% of contract	SFPW	SFMTA	Contractor	
1. Contract						
Traffic Routing	\$ 130,000					
Temporary Traffic Striping	\$ 2,400					
Full Depth Planing Per 2" Depth Cut	\$ 387,000					
Asphalt Concrete	\$ 1,099,730					
8" Thick Concrete Base	\$ 516,000					
8" Thick Concrete Pavement	\$ 765,000					
3.5" Thick Concrete Sidewalk	\$ 150,000					
Concrete Curb	\$ 112,070					
Concrete Curb Ramp	\$ 262,500					
Concrete Parking Strip	\$ 15,000					
Pull Box Replacement	\$ 6,000					
Adjust City Owned Manhole	\$ 15,000					
Adjust City Owned Hydrant	\$ 24,000					
Reconstruct Watermain	\$ 2,400					
Mobilization For Paving Work	\$ 104,620					
Demobilization of Paving Work	\$ 69,240					
Allowance for Partnering	\$ 5,000					
Subtotal	\$ 3,665,960				\$	3,665,960
3. Construction Management/Support	\$ 835,728	23%	\$ 733,192	\$ 102,536		
4. Other Direct Costs (e.g. traffic routing support)	\$ 30,000			\$ 30,000		
5. BSM Survey Monuments	\$ 100,000		\$ 100,000			
6. Contingency	\$ 366,596	10%			\$	366,596
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 4,998,284</b>		<b>\$ 833,192</b>	<b>\$ 132,536</b>	<b>\$</b>	<b>4,032,556</b>

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 3/21/2018      **Res. No.:** \_\_\_\_\_      **Res. Date:** \_\_\_\_\_

**Project Name:** Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

**Grant Recipient:** Department of Public Works

	<b>Action</b>	<b>Amount</b>	<b>Phase</b>
<b>Funding Recommended:</b>	Prop K Allocation	\$ 2,849,000	Construction (CON)
	<b>Total:</b>	<b>\$ 2,849,000</b>	

**Total Prop K Funds:** \$ 2,849,000      **Total Prop AA Funds:** \$ -

**Fund Expiration Date:** 12/31/2020      **Eligible expenses must be incurred prior to this date.**

**Deliverables:**

- Quarterly progress reports shall provide the percent complete and anticipated Open for Use date for each street segment and the percent complete for the overall project, in addition to all other requirements described in the Standard Grant Agreement (SGA). Over the course of the project, quarterly progress reports shall include 2-3 photos each of typical before conditions, work in progress, and completed work.

**Special Conditions:**

- The recommended allocation is contingent upon an amendment to the Street Resurfacing 5YPP. See attached 5YPP amendment for details.

**Notes:**

- On February 12, 2018, at SFPW's request, Transportation Authority staff granted a waiver to Prop K Strategic Plan policies to allow SFPW to advertise at risk (i.e., prior to allocation of Prop K funds).
- SFPW is required to meet the CTC's timely-use-of-funds requirements for the LPP, including awarding the construction contract within six months of allocation of funds by the CTC.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 3/21/2018      **Res. No.:** \_\_\_\_\_      **Res. Date:** \_\_\_\_\_

**Project Name:** Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

**Grant Recipient:** Department of Public Works

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	43.00%	No Prop AA
Actual Leveraging - This Project	48.09%	No Prop AA

**SFCTA Project**    P&PD  
**Reviewer:** \_\_\_\_\_

**SGA PROJECT NUMBER**

**Sponsor:** Department of Public Works

**SGA Project Number:** 134-XXXX      **Name:** Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

**Phase:** Construction (CON)      **Fund Share:** 57.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
Prop K		\$1,899,333	\$ 949,667			<b>\$2,849,000</b>

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 2,849,000

Current Prop AA Request: \$ -

Project Name: Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing

Grant Recipient: Department of Public Works

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

<p><b>Required for Allocation Request Form Submission</b> Initials of sponsor staff member verifying the above statement</p>
<p>RA</p>

**CONTACT INFORMATION**

**Project Manager**

**Grants Section Contact**

Name: Edmund Lee

Rachel Alonso

Title: Project Manager

Transportation Finance Analyst

Phone: 415-554-8258

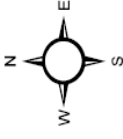
415.554.4139

Email: [edmund.lee@sfdpw.org](mailto:edmund.lee@sfdpw.org)

[rachel.alonso@sfdpw.org](mailto:rachel.alonso@sfdpw.org)

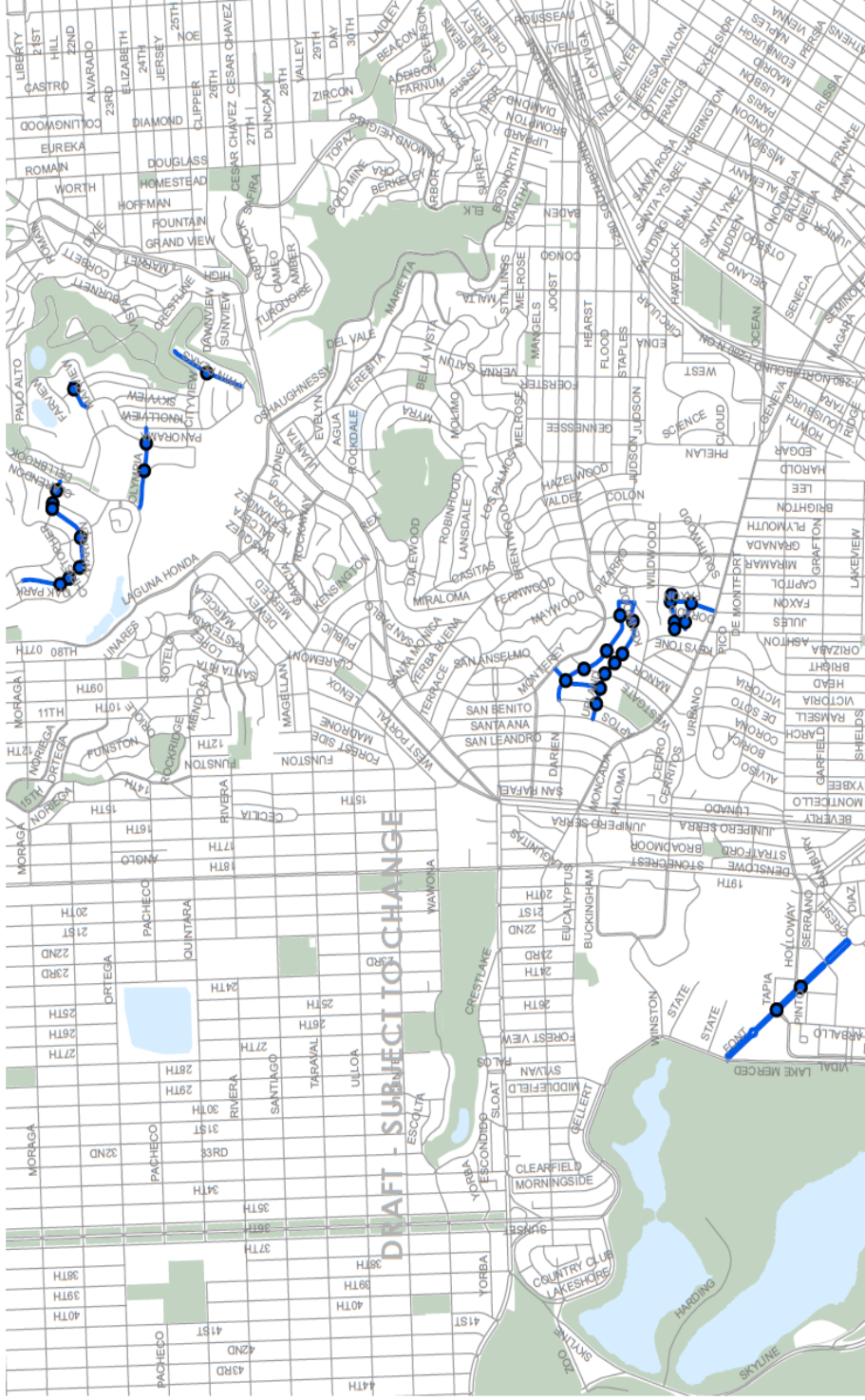
San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form  
 MAPS AND DRAWINGS

Parkmerced Twin Peaks Mt Davidson Manor Residential Street Resurfacing



Legend

- Project Block
- Project Intersection



NOTE: All Public Works Street Resurfacing Program candidates are subject to substitution and schedule changes pending available funding, visual confirmation, utility clearances and coordination with other agencies and are NOT guaranteed to be moved forward to construction. Unforeseen challenges such as increased work scope, changing priorities, cost increases or declining revenue may arise causing the Public Works Street Resurfacing Program candidates to be postponed or dropped from consideration.

Created 2018.02.12



**Prop K 5-Year Project List (FY 2014/15 - 2018/19)**  
**Street Resurfacing, Rehabilitation, and Maintenance /Street Repair and Cleaning Equipment (EPs 34-35)**  
**Programming and Allocations to Date**  
 Pending April 24, 2018 Board

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
<b>Street Resurfacing (EP 34)</b>									
SFPW	Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation <sup>1</sup>	CON	Programmed	\$0					\$0
SFPW	West Portal Ave and Quintara St Pavement Renovation	CON	Allocated	\$3,002,785					\$3,002,785
SFPW	West Portal Ave and Quintara St Pavement Renovation <sup>5</sup>	CON	Deobligated	(\$3,002,785)					(\$3,002,785)
SFPW	Ingalls St and Industrial St Pavement Renovation <sup>1</sup>	CON	Allocated		\$3,677,233				\$3,677,233
SFPW	Clayton St, Clipper St and Portola Dr Pavement Renovation <sup>2</sup>	CON	Allocated		\$5,455,263				\$5,455,263
SFPW	Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation <sup>3</sup>	CON	Allocated		\$4,785,750				\$4,785,750
SFPW	Gilman Ave and Jerrold Ave Pavement Renovation <sup>6</sup>	CON	Programmed			\$0			\$0
SFPW	Filbert and Leavenworth Streets Pavement Renovation <sup>6</sup>	CON	Allocated			\$3,479,324			\$3,479,324
SFPW	Madrid St, Morse St and Paris St Pavement Renovation <sup>8</sup>	CON	Programmed				\$0		\$0
SFPW	Fillmore St Pavement Renovation <sup>8</sup>	CON	Programmed					\$0	\$0
SFPW	Haight Street Resurfacing and Pedestrian Lighting <sup>7</sup>	CON	Allocated				\$1,248,251		\$1,248,251
SFPW	Pavement Renovation Placeholder <sup>4,7</sup>	CON	Programmed			\$0			\$0
SFPW	Parkmecced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing <sup>8,9</sup>	CON	Pending				\$2,849,000		\$2,849,000
SFPW	Alemany Blvd Pavement Renovation <sup>8</sup>	CON	Programmed					\$3,157,000	\$3,157,000
				\$0	\$13,918,246	\$3,479,324	\$4,097,251	\$3,157,000	\$24,651,821
<b>Programmed in 5YPP</b>				\$0	\$13,918,246	\$3,479,324	\$4,097,251	\$3,157,000	\$24,651,821
<b>Total Allocated and Pending in 5YPP</b>				\$3,002,785	\$13,918,246	\$3,479,324	\$4,097,251	\$0	\$24,497,606
<b>Total Deobligated in 5YPP</b>				(\$3,002,785)	\$0	\$0	\$0	\$0	(\$3,002,785)
<b>Total Unallocated in 5YPP</b>				\$0	\$0	\$0	\$0	\$3,157,000	\$3,157,000
<b>Programmed in 2014 Strategic Plan, as amended</b>				\$8,602,785	\$5,365,230	\$3,907,668	\$4,519,668	\$4,634,668	\$27,030,019
<b>Deobligated from Prior 5YPP Cycles **</b>				\$1,759,741					\$1,759,741
<b>Cumulative Remaining Programming Capacity</b>				\$10,362,526	\$1,809,510	\$2,237,854	\$2,660,271	\$4,137,939	\$4,137,939

**Prop K 5-Year Project List (FY 2014/15 - 2018/19)**  
**Street Resurfacing, Rehabilitation, and Maintenance /Street Repair and Cleaning Equipment (EPs 34-35)**  
**Programming and Allocations to Date**  
 Pending April 24, 2018 Board

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
<b>Street Repair and Cleaning Equipment (EP 35)</b>									
SFPW	Street Repair and Cleaning Equipment	PROC	Allocated	\$701,034					\$701,034
SFPW	Street Repair and Cleaning Equipment	PROC	Allocated		\$738,072				\$738,072
SFPW	Street Repair and Cleaning Equipment <sup>4</sup>	PROC	Allocated			\$1,499,408			\$1,499,408
SFPW	Street Repair and Cleaning Equipment <sup>4</sup>	PROC	Programmed				\$94,793		\$94,793
SFPW	Street Repair and Cleaning Equipment	PROC	Programmed					\$859,800	\$859,800
<b>Programmed in 5YPP</b>				\$701,034	\$738,072	\$1,499,408	\$94,793	\$859,800	\$3,893,107
<b>Total Allocated and Pending in 5YPP</b>				\$701,034	\$738,072	\$1,499,408	\$0	\$0	\$2,938,514
<b>Total Deobligated in 5YPP</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Unallocated in 5YPP</b>				\$0	\$0	\$0	\$94,793	\$859,800	\$954,593
<b>Programmed in 2014 Strategic Plan, as amended</b>				\$701,034	\$738,072	\$1,499,408	\$94,793	\$859,800	\$3,893,107
<b>Deobligated from Prior 5YPP Cycles **</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Cumulative Remaining Programming Capacity</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>ROLL-UP of EPs 34-35</b>									
<b>Total Programmed in 5YPPs</b>				\$701,034	\$14,656,318	\$4,978,732	\$4,192,044	\$4,016,800	\$28,544,928
<b>Total Allocated and Pending in 5YPP</b>				\$3,703,819	\$14,656,318	\$4,978,732	\$4,097,251	\$0	\$27,436,120
<b>Total Deobligated in 5YPP</b>				(\$3,002,785)	\$0	\$0	\$0	\$0	(\$3,002,785)
<b>Total Unallocated in 5YPP</b>				\$0	\$0	\$0	\$94,793	\$4,016,800	\$4,111,593
<b>Total Programmed in 2014 Strategic Plan, as amended</b>				\$9,303,819	\$6,103,302	\$5,407,076	\$4,614,461	\$5,494,468	\$30,923,126
<b>Total Deobligated from Prior 5YPP Cycles</b>				\$1,759,741					\$1,759,741
<b>Cumulative Remaining Programming Capacity</b>				\$10,362,526	\$1,809,510	\$2,237,854	\$2,660,271	\$4,137,939	\$4,137,939
Programmed									
Pending Allocation/Appropriation									
Board Approved Allocation/Appropriation									

**Prop K 5-Year Project List (FY 2014/15 - 2018/19)**  
**Street Resurfacing, Rehabilitation, and Maintenance /Street Repair and Cleaning Equipment (EPs 34-35)**  
**Programming and Allocations to Date**

Pending April 24, 2018 Board

Agency	Project Name	Phase(s)	Status	Fiscal Year			Total
				2014/15	2015/16	2016/17	

<sup>1</sup> 5YPP Amendment to add the Ingalls St and Industrial St Pavement Renovation project (Resolution 2016-018, Project 134-908024)

Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation: Reduced from \$5.6 million to \$0 in Fiscal Year 2014/15, with \$3,677,233 added to Ingalls St and Industrial St Pavement Renovation in Fiscal Year 2015/16 and \$1,922,767 added to cumulative remaining programming capacity. The project was funded with other sources.

Ingalls St and Industrial St Pavement Renovation: Added project with \$3,677,233 in Fiscal Year 2015/16 funds for construction.

<sup>2</sup> 5YPP Amendment to fully fund the Clayton St, Clipper St, and Portola Dr Pavement Renovation project. (Resolution 2016-047, 3/22/16)

Cumulative Remaining Programming Capacity: Reduced by \$90,033.

Clayton St, Clipper St, and Portola Dr Pavement Renovation: Increased by \$90,033 in FY 2015/16 construction funds.

<sup>3</sup> 5YPP Amendment to add the Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation project. (Resolution 2016-047, 3/22/16)

Cumulative Remaining Programming Capacity: Reduced by \$4,785,750.

Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation: Added project with \$4,785,750 in FY 2015/16 construction funds.

<sup>4</sup> Strategic Plan and 5YPP Amendment to fully fund Street Repair and Cleaning Equipment (Resolution 2016-060, 6/28/16):

Finance cost neutral Strategic Plan Amendment: advanced programming (\$722,582 from FY 2017/18) and cash flow (\$797,101 from FY 2017/18, \$513,895 from FY 2018/19) to FY 2016/17 in the Street Repair and Cleaning Equipment category.

Street Resurfacing 5YPP Amendment: Added Pavement Renovation Placeholder with \$1,110,995 in FY16/17 funds and the following cash flow: \$797,101 in FY17/18 and \$313,894 in FY18/19.

<sup>5</sup> West Portal Ave and Quintara St Pavement Renovation: Cancelled project. This project will continue on the originally presented schedule but will be funded with 2011 Streets Bond funds, due to upcoming timely-use-of-funds requirements on that source.

<sup>6</sup> 5YPP amendment to add the Filbert and Leavenworth Streets Pavement Renovation project (Resolution 2017-027, 02/28/2017):

Gilman Ave and Jerrold Ave Pavement Renovation: Reduced from \$3,907,668 to \$0. The project will be delivered through multiple projects and funded from other sources.

Filbert and Leavenworth Streets Pavement Renovation: Add project with \$3,479,324 in FY2016/17 funds.

Cumulative Remaining Programming Capacity: Increased by \$428,344.

<sup>7</sup> 5YPP Amendment to add the Haight Street Resurfacing and Pedestrian Lighting project (Resolution 2017-054, 06/27/2017):

Pavement Renovation Placeholder: Reduced from \$1,110,995 to \$0 in FY2016/17.

Cumulative Remaining Programming Capacity: Reduced by \$137,256.

Haight Street Resurfacing and Pedestrian Lighting: Add project with \$1,248,251 in FY2017/18 construction funds.

<sup>8</sup> 5YPP amendment to add the Parkmerced/Twin Peaks/Glen Park Residential Street Resurfacing and Alemany Street Resurfacing projects (Resolution 2018-028, 12/12/2017):

Madrid St., Morse St. and Paris St. Pavement Renovation: Deleted project; reduced from \$4,634,668 to \$0 in FY 2018/19. Project will be funded with non-Prop K sources.

Fillmore St Pavement Renovation: Deleted project; reduced from \$4,634,668 to \$0 in FY 2018/19. Project will be funded with General Fund monies.

Cumulative Remaining Programming Capacity: Reduced from \$989,603 to \$0.

Parkmerced/Twin Peaks/Glen Park Residential Pavement Renovation: Added project with \$2,794,000 in FY 2017/18 construction funds.

Alemany Boulevard Pavement Renovation: Added project with \$3,157,000 in FY 2018/19 construction funds.

<sup>9</sup> 5YPP amendment to fully fund the Parkmerced/Twin Peaks/Mt Davidson Manor Residential Street Resurfacing project (Resolution 2018-XXX, ):

Cumulative Remaining Programming Capacity: Reduced by \$55,000

Parkmerced/Twin Peaks/Mt Davidson Manor Residential Pavement Renovation: Increased by \$55,000 in FY 2017/18 construction funds.



San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Project Name: Bayview Community Based Transportation Plan

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

**EXPENDITURE PLAN INFORMATION**

Prop K EP category: Transportation/Land Use Coordination: (EP-44)

Prop K EP Line Number (Primary): 44      Current Prop K Request: \$ 57,851

Prop K Other EP Line Numbers: \_\_\_\_\_

Prop AA Category: \_\_\_\_\_

Current Prop AA Request: \$ -

Supervisory District(s): District 10

**REQUEST**

**Brief Project Description (type below)**

Prop K funds will leverage a Caltrans Planning Grant for the Bayview Community Based Transportation Plan (CBTP), a planning and engagement effort to identify transportation priorities which reflect the desires of the community and ensure the evolving neighborhood has improved access for all users. This process will empower residents to define their transportation needs, and select and prioritize appropriate solutions.

**Detailed Scope, Project Benefits and Community Outreach (type below)**

The detailed scope of work is attached. In order to participate in MTC's Participatory Budgeting (PB) Pilot, SFMTA has made a number of enhancements to the Bayview CBTP scope of work. If SFMTA and SFCTA comply with the requirements of MTC's PB Pilot, MTC will provide up to a predetermined amount (still TBD, but anticipated to be on the order of \$500,000) of future Lifeline funds. These funds, along with required local match funds to be provided by the SFMTA and/or the Transportation Authority, will be used to fund selected projects from the PB process.

MTC staff is still developing the PB Pilot requirements. This allocation request reflects SFMTA and SFCTA's current understanding of these requirements. We will work with MTC staff to finalize the requirements before SFCTA Board approval of the allocation request, scheduled for April 24, 2018.

**Project Location (type below)**

The study area for the Bayview CBTP is bounded by Cargo Way on the north, Toland St and Industrial St on the northwest, Hwy 101 on the west, the Bayview Hill ridgeline on the south, and the Hunters Point and Candlestick redevelopment areas on the east.

San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form

Project Phase (select dropdown below)

Planning/Conceptual Engineering (PLAN)

Map or Drawings Attached?  Yes

Other Items Attached?  Yes

**5YPP/STRATEGIC PLAN INFORMATION**

Type of Project in the Prop K  
5YPP/Prop AA Strategic Plan? Project Drawn From Placeholder

Is the requested amount greater  
than the amount programmed in  
the relevant 5YPP or Strategic  
Plan? Less than or Equal to Programmed Amount

Prop K 5YPP Amount: \$ 251,132 Prop AA  
Strategic Plan  
Amount:

## SCOPE OF WORK: Bayview Community Based Transportation Plan

### INTRODUCTION:

The Bayview Community Based Transportation Plan is a community fueled planning and engagement to led by the SFMTA with District 10 Supervisor Cohen and strong local stakeholder partnerships. It creates consensus on a transportation vision for the District by leveraging previous planning studies to understand the community's ongoing and evolving needs. The project includes the Bayview in southeastern San Francisco, adjacent to Visitacion Valley to the south, Portola to the west, and the northern Central Waterfront. The project needs assessment starts in early 2018 followed by a one year outreach process. The report development is followed by plan adoption in early 2019.

The Bayview Community Based Transportation Plan seeks to improve transportation in a historically underserved and isolated portion of San Francisco by focusing on solutions to the needs of existing residents and businesses. Within the study area, residents are disproportionately low-income, people of color, and immigrant compared to the city of San Francisco as a whole. According to 2011-2015 American Community Survey data, 25% of study area residents are African-American and 83% are people of color, compared to the citywide population of which 6% are African-American and 51% are people of color. 22% of study area residents live below the poverty level while 41% live below 200% of the poverty level. This compares to 13% and 27%, respectively, citywide. In addition, 26% of study area residents are under the age of 18 compared to 13% of residents in other San Francisco neighborhoods, and 10% over the age of 65. Furthermore, 16% are no a U.S. citizen and 14% are considered limited English speaking households. Because of these factors, portions of the study area have been designated as Communities of Concern by MTC, indicating that the population may be vulnerable to the impacts of future development. This highlights the importance of developing a transportation plan through strong collaboration, outreach, and public participation to ensure that the community's concerns and preferences are adequately addressed.

Currently, the Bayview is served by a single light-rail line and four bus routes providing frequent service of 10 minute headways. While these transit routes provide most of the neighborhood with decent access to transit, residents are less likely than other San Francisco residents to use transit due to perceived and actual unreliability of transit service. There are no regional transit stops located within the neighborhood, forcing residents to transfer to access BART or Caltrain. This project will identify ways to improve connections to local and regional transit.

In addition, the neighborhood has inadequate bicycle and pedestrian facilities and a number of overlapping freeways. While 22.6 miles of streets in the Bayview are designated bicycle routes within the city's bicycle network, just 7.6 miles of these are rated comfortable for most adults and experienced children on the Level of Traffic Stress scale. Pedestrians also tend to feel unsafe in the neighborhood, with missing crosswalks and narrow and poorly maintained sidewalks adjacent to high-speed arterial corridors. Pedestrians' and bicyclists' safety concerns are borne out by the 3.4 miles of Bayview streets which are part of San Francisco's Vision Zero network, the 12% of city streets where 70% of traffic deaths occur. This includes Third Street, the Bayview's primary commercial and transit corridor, which attracts some of the highest volumes of pedestrian activity in the neighborhood despite inadequate or absent pedestrian and bicycle facilities. Many Bayview streets also feel the impact of commercial transportation, with trucks frequently needing to access industrial and commercial areas within the Bayview and at times encroaching into residential

neighborhoods. Heavy vehicle use both exacerbates street maintenance issues and impacts air quality within the neighborhood.

As a result of poor infrastructure and transit services, the area has historically been auto-oriented, with 53% of Bayview workers driving to work alone, compared to 36% among San Francisco residents citywide. Bayview residents also have a higher rate of auto ownership than other San Francisco residents, with 80% of households having at least one vehicle compared to 70% of all San Francisco households. These statistics demonstrate in part the lack of viable transportation alternatives in this community due to underinvestment in the local transportation network. It is critical to address this underinvestment now, as the Bayview is developing rapidly: more than 13,500 new residential units are currently in the development pipeline with plans filed, building permits issued, or construction initiated. The anticipated population influx will further strain the Bayview's transportation network if new residents continue to require personal vehicles. This project will create a strong vision for the Bayview which accommodates existing and future residents' transportation needs and helps make it easier for people to take care of daily needs.

**RESPONSIBLE PARTIES:**

SFMTA will perform this work in coordination with an outreach consultant firm and up to four (4) subcontracted CBOs. The SFMTA will partner on this effort closely with the District 10 Supervisor's office. SFMTA will select an outreach consultant firm through its Outreach On-Call contract and encourage that outreach firm to subcontract with CBOs that have an established community presence, expertise in this neighborhood, and regularly work with hard-to-reach populations. The CBOs will serve this specific community and act as a conduit between the SFMTA and neighborhood residents to provide valuable input about effective, culturally competent and language appropriate communication with the communities that they serve.

**PARTICIPATORY BUDGETING:**

SFMTA will conduct a participatory budgeting (PB) process for Lifeline Services-supporting infrastructure. This process will be conducted in parallel with the larger Community Based Transportation Plan process. Lifeline projects identified through the PB process are eligible to be funded by MTC's PB pilot set-aside up to a pre-determined amount. The participatory budgeting process will consist of the following stages:

1. **Steering Committee** – A focus group convened near the start of the project will also serve as a steering committee for the participatory budgeting process. This steering committee will establish the rules for the PB process, provide feedback on event planning, outreach strategies, and communication focused on underserved segments of the Bayview community.
2. **Brainstorm Ideas** – Members of the public will brainstorm project ideas; this process will be folded into Phase 1 outreach activities.
3. **Develop Proposals** – SFMTA staff will work with members of the public to refine ideas into feasible proposals.
4. **Vote** – The steering committee will meet beforehand to establish rules for voting and the methods of outreach for engaging residents in Communities of Concern. The process will enable residents to develop and vote on project priorities. Votes will be tallied and the top-ranked projects will be included in the Funding & Implementation Plan.
5. **Fund Winning Projects** – SFMTA staff will work with MTC staff to fund selected projects from the PB process through the MTC Lifeline Grant (up to a pre-determined amount), with regular tracking and accountability on delivery to residents and steering committee members.

## OVERALL PROJECT OBJECTIVES:

### 1. Project Initiation

*Task 1, Project Initiation, will kick off the project, develop a full project charter to identify and oversee project team roles and responsibilities, develop a public outreach plan, and procure an outreach consultant and subconsultant CBOs. The outcomes of this task will ensure that the project has a solid foundation and understanding of the scope of work, and the available resources to perform the work. SFMTA plans to complete Task 1 using local funding.*

#### **Task 1.1 Project Kick-Off Meetings**

SFMTA will hold a kick-off meeting with Caltrans to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. Meeting summary will be documented.

The SFMTA will begin all project related efforts in coordination with partners, including the District 10 Supervisors Office, consultant outreach firm, and the Community Based Organization(s) at an additional meeting. Attendees will review a draft Project Charter including: project deliverables, roles and responsibilities of each team member, and a draft project schedule for comment. These topics will be finalized in Task 1.2: Project Charter. This will be an opportunity to introduce all project team members, discuss and confirm shared project commitment, and align expectations and schedules for a considerable effort. Caltrans staff will be an optional attendee and the meeting summary will be documented.

- **Responsible Party: SFMTA**

#### **Task 1.2 Project Charter**

A draft Project Charter will be developed prior to Task 1.1, Project Kick-Off Meetings. Partner agency roles and responsibilities, contribution of time and effort, agency leads, methods for reviewing and agreeing to deliverables, and expectations of the team members and their directors will all be discussed. After discussion and review at Project Kick-Off meetings, the SFMTA will finalize the Project Charter including the Project Scope of Work, the Responsibility Assignment Matrix for all project team members and deliverables (responsible, accountable, consult, inform (RACI)), the roles and responsibilities and a finalized schedule. Caltrans staff will be invited to provide feedback about the Project Charter.

- **Responsible Party: SFMTA**

#### **Task 1.3 Public Outreach Plan**

This task ensures that there is agreement between the SFMTA, consultant outreach firm, partnering CBOs, the District 10 Supervisors Office, and other key stakeholders of the level of public outreach and the techniques to receive that input. This will align expectations among agencies and stakeholders at the beginning of the project. It is anticipated that the plan will rely on existing stakeholder groups and a diversity of engagement strategies such as door-to-door and mailers for outreach. The public outreach plan will:

- Finalize scope and timeline
- Identify key stakeholders and project champions
- Identify level of public outreach (inform, consult, involve, collaborate, empower) for all stakeholders and potential participants

- Identity public outreach objectives
- Identity appropriate public outreach techniques

This task will result in an outreach plan document outlining the level of engagement for each phase of outreach to receive the right level of public input in that phase. Up to two rounds of internal & stakeholder review will be included for this document, including with the outreach consultant (and any subcontracted CBOs) brought on to the project via Task 1.4. The final Public Outreach Plan will be submitted to Caltrans as a deliverable and will directly inform all subsequent tasks related to public participation.

- **Responsible Party: SFMTA, Outreach Firm, CBO(s)**

**Task 1.4 Outreach Consultant Contract**

The project team will finalize an outreach consultant scope of work. The SFMTA intends to engage an outreach consultant through the SFMTA Outreach On-Call contract; SFMTA will encourage any contracted outreach firm to subcontract with CBOs within the Bayview community that can enhance the quality, sensitivity, and reach of outreach activities – especially with hard-to-reach populations.

The outreach firm may be encouraged to contract a CBO for the purpose of leading a participatory budgeting exercise for compliance with MTC Lifeline Infrastructure grant funds.

The contract will be completed in full accordance with City and County of San Francisco contracting rules in addition to any Caltrans contracting compliance requirements. The goal of the contract will be to provide strategic support for public outreach activities. The work will be a subset of tasks outlined in the finalized Project Charter scope of work (Task 1.2).

- **Responsible Party: SFMTA**

<b>Task</b>	<b>Deliverable</b>
1.1	<i>Kick-Off Meeting &amp; Meeting Notes</i>
1.2	<i>Project Charter</i>
1.3	<i>Public Outreach Plan</i>
1.4	<i>Procure Outreach Consultant Firm</i>

**2. Existing Conditions Documentation**

*Task 2, Existing Conditions Documentation, will provide the foundation for identifying transportation gaps in the community. The purpose is to identify transportation problems and opportunities for improvement within the framework of historical policies, investments, and discrimination. Synthesizing information generated from previous or existing efforts will ensure the reduction of duplicative and redundant work. Additional data analysis will supplement the gathering of existing data, including an in-depth equity analysis of the Bayview community. The Bayview neighborhood has been the focus of other City planning efforts; the primary purposes of this Task are to provide an equity-based contextual framework and a foundation of information to build upon in the following Tasks. Tasks 2.1 – 2.3 will be locally funded.*

### **Task 2.1 Review Past and Existing Planning Efforts**

The SFMTA will review past and current analysis and outreach regarding neighborhood transportation conditions, needs, and opportunities to improve from efforts including but not limited to the Geneva Harney BRT Feasibility, the 2010 Bayview Neighborhood Transportation Plan, the Muni Service Equity Strategy, the Public Works Bayview Transportation Improvements Project (BTIP), and the SFCTA District 10 Mobility Study. The findings from the Muni Service Equity Strategy, in particular, will help identify key issues and stakeholders to inform Task 3. The SFMTA will consult with other City agencies and departments to leverage outreach feedback. The review of past and existing planning efforts will also include an overview of the history of the Bayview community, establishing linkages between historical policy decisions and current transportation, health, equity, and economic disparities in the Bayview community.

- **Responsible Party: SFMTA**

### **Task 2.2 Demographics Analysis**

The Bayview is an under-resourced community and designated MTC Community of Concern. This Task will provide the framework for understanding the unique characteristic of this neighborhood. The SFMTA will complete a demographics analysis that utilizes U.S. Census data to compare the characteristics of the study area to San Francisco, including but not limited to population by race, gender, age, household income, poverty level, automobile ownership, and mode share. This information will be used to support findings generated in Task 2.1.

- **Responsible Party: SFMTA**

### **Task 2.3 Street Conditions**

A completed documentation of existing multimodal conditions, including existing bicycle, pedestrian, transit, and vehicle conditions along with planned improvements will provide the basis for identifying gaps in Task 3. Existing intersection count and transit ridership data will also be collected. The San Francisco High Injury Corridor network and most recent 5 year collision history will be evaluated to identify safety hot spot locations. This task deliverable will utilize existing data sets available to SFMTA staff, with field work to supplement data only in limited circumstances where a demonstrated need is present.

- **Responsible Party: SFMTA**

### **Task 2.4 Key Stakeholder Interviews: Goals and Priorities**

In collaboration with community partners, SFMTA will meet with key community stakeholders to understand current transportation barriers and priorities. These interviews will lay the groundwork for a positive public outreach plan, begin to develop a shared understanding of transportation needs as they fit into the larger social needs of the community, better understand community attitudes towards gentrification's linkages to transportation investments, capture potential distrust and develop a common understanding of transit concerns, and reduce redundant, duplicative or potentially insensitive efforts. Interviewees will be identified in collaboration with the District 10 Supervisor's office and contacts identified in Task 2.1.

Interviews will be documented in written notes. Interviewees will be offered anonymity in the use of their input throughout the plan process. A summary of interview notes (both attributed & anonymous) will be offered to partner CBOs to review for consistency with their assessment of community needs, priorities, and concerns.

- **Responsible Party: SFMTA, CBO(s)**

**Task 2.5 Focus Groups: Project Goals/Objectives & PB Steering Committee**

The SFMTA will work with one or more CBOs to convene a focus group prior to the start of broadly-based public outreach. This focus group will have two primary purposes: to develop goals & objectives for plan, and to serve as a steering committee for a participatory budgeting process. The membership of the focus group/steering committee will be determined by solicitations made during Task 2.4 interviews, with the District 10 office, with partner CBOs, and with other involved stakeholders. Prior to the start of the first focus group meeting, SFMTA will develop initial project goals & objectives that are reflective of the findings of Tasks 2.1-2.4.

The first meeting of the focus group/steering committee will take place immediately following the project kick-off in June. The focus group will review findings from Tasks 2.1-2.4 for their completeness, relevancy, and accessibility. The focus group will provide input on public outreach strategies and methods to reach hard-to-reach populations. The SFMTA will work collaboratively with the focus group to refine and revise project goals & objectives to be more reflective of community needs. Lastly, the focus group/steering committee will establish rules of the participatory budgeting component of the plan process and provide feedback on outreach methods & communication strategies.

Following the second round of public outreach workshops in Task 3.2, the focus group/steering committee will reconvene (Jan/Feb 2019). At this meeting, the focus group will determine the process for voting on projects eligible for the MTC Lifeline grant. The subsequent vote will take place during Task 3.3.

Detailed notes will be kept at all focus group/steering committee meetings, and will be subsequently shared with Caltrans.

- **Responsible Party: SFMTA, CBO(s)**

<b>Task</b>	<b>Deliverable</b>
2.1	<i>Community History, Opportunities and Issues Summary</i>
2.2	<i>Demographics Summary and Maps</i>
2.3	<i>Existing and Planning Transportation Asset Maps</i>
2.4	<i>Six (6) completed interviews with notes</i>
2.5	<i>Project Goals and priorities Summary of focus group input</i>

**3. Public Outreach**

*As planned in Task 1.3, a robust public outreach process will be designed that effectively engages the diverse district constituency, incorporating community feedback at multiple stages of the planning and conceptual design process. The Bayview serves many different types of residents, businesses and visitors. It is important to use innovative and effective techniques to improve public communication while leveraging data collected from previous efforts to minimize redundancies.*



**Task 3.1 Phase 1 Community Engagement: Transportation Improvement Opportunities**

The SFMTA, in partnership with the contracted outreach firm and any subcontracted CBOs, will conduct three meetings in Phase I Community Outreach. At each of the 3 meetings, we will seek to validate and adjust the project objectives and goals developed in Task 2.4, and engage community members over the impact of transportation investments on gentrification in the Bayview community. Meetings will also utilize the existing conditions analysis in Tasks 2.1-2.3 to conduct interactive exercises aimed at identifying priority intersections and corridors in the study area. Rather than conventional engagement which typically provides draft concepts during Phase 1 outreach to assist in receiving feedback to inform designs, this engagement involves partners in a collaborative way. The opportunities will be framed within the known projects and plans summarized in Task 2.1. Interactive surveys and materials will be used for community members to identify and recommend specific transportation enhancements to address challenges at specific locations. SFMTA will utilize the suggested package of improvements that meet the needs and gaps identified in Task 2 to inform Task 3.2. The responses gathered from the series of meetings in Task 3.1 will be mapped and consolidated to inform the intersections and corridors which reflect the highest priorities from the community.

The project team will leverage existing community gatherings during convenient times for stakeholders to effectively communicate the project goals to the neighborhood. Presentations will focus on gathering feedback on neighborhood priorities and explaining the planning process. Examples of types of community events may include gatherings at schools, senior centers, faith-based organizations, community support centers, parks and playgrounds, open streets events, street festivals, farmers markets, or similar events that provide “pop-up” outreach opportunities.

Outreach will be structured specifically to reach underserved and hard-to-reach segments of the Bayview community. Partnerships and/or sub-contractual relationships with CBOs through the outreach firm will emphasize raising up the voices of hard-to-reach groups within the Bayview. Control of each of the three outreach events in Phase 1 may be deferred in format, style, and messaging to the expertise of any given subcontracted CBO for the purpose of more effective engagement with target groups.

Task 3.1 will include participatory budgeting activities related to the MTC Lifeline grant. This will include the brainstorming stage of the participatory budgeting process where members of the public submit ideas for projects that could be funded through the MTC Lifeline grant.

- **Responsible Party: SFMTA, Outreach Firm, CBO(s)**

**Task 3.2 Phase 2 Community Engagement: Transportation Improvement Evaluation**

The SFMTA will consult with SFMTA Sustainable Streets implementation staff about feedback received in Task 3.1 and review identified complete streets transportation improvements from Task 2. The purpose of Task 3.2, the second phase of community input, will be to share a more refined set of recommended transportation improvements with the community to ensure accurate reflection of constituent interests and to focus on determining the benefits and impacts of alternate packages. Three outreach meetings will be held, and ideally with the consistent groups from Task 3.1, to solicit input on the tradeoffs and preferences on the final implementation proposal. A survey tool distributed in hard copy at the meetings will be developed to collect input on preferences and design boards developed to communicate the proposed design improvements that resulted from Task 3.1 feedback. The project team will leverage existing community gatherings

during convenient times for stakeholders to effectively communicate the project goals to the neighborhood.

Outreach will be structured specifically to reach underserved and hard-to-reach segments of the Bayview community. Partnerships and/or sub-contractual relationships with CBOs through the outreach firm will emphasize raising up the voices of hard-to-reach groups within the Bayview. Control of each of the three outreach events in Phase 1 may be deferred in format, style, and messaging to the expertise of any given subcontracted CBO for the purpose of more effective engagement with target groups.

Task 3.2 will include participatory budgeting activities related to the MTC Lifeline grant. This will include working with volunteers and stakeholder to refine brainstormed ideas and determine their project feasibility.

- **Responsible Party: SFMTA, Outreach Firm, CBO(s)**

**Task 3.3 Phase 3 Community Engagement Closeout: Project Summary**

In the final phase of community engagement, the SFMTA will attend key stakeholder meetings with attendees from Task 2.4-2.5 and Task 3 to present the final report and findings. This will serve to close out the planning phase and describe next steps for project implementation, including Agency approval process and detailed design.

Task 3.3 will include participatory budgeting activities related to the MTC Lifeline grant. This will include a voting process for ranking grant-eligible projects. The voting process will be conducted during outreach activities and in the community at-large. The steering committee will determine the rules for voting on projects for funding.

- **Responsible Party: SFMTA, Outreach Firm, CBO(s)**

<b>Task</b>	<b>Deliverable</b>
3.1	<i>Summary of community toolkit preferences and locations</i>
3.2	<i>Proposed transportation improvements and community preferences</i>
3.3	<i>Summary of final proposed improvement priority packages</i>

**4. Streetscape, Funding and Implementation Plan**

*The purpose of Task 4 will be to present the conceptual designs from Task 3 and develop a funding and implementation plan for the top priority transportation improvements as identified in Task 3.3. The SFMTA will obtain cost estimates for the preliminary design and propose a phased approach and funding plan to project implementation.*

**Task 4.1 Streetscape Plan**

The final design improvement concepts from Task 3.1 will be presented using plans, cross sections, and photos in a Streetscape Plan report section. It will summarize the issues and gaps identified during community engagement that resulted in the proposal of a prioritized set of

transportation recommendations. The designs will incorporate complete streets concepts to ensure a diverse set of transportation improvements are proposed for the Bayview.

- **Responsible Party: SFMTA**

**Task 4.2 Funding and Implementation Plan**

Cost estimates and potential funding sources for recommendations defined in Task 3.3 will provide an order of magnitude level of investment summary for the plans proposals. Funding sources will be based on the SFMTA Five Year Capital Improvement Program (CIP) which operates as an implementation plan for regional, citywide, and agency-wide goals. Based on identified community priorities and other development and projects in the pipeline, improvements will be packaged and presented in a phased approach.

The draft funding and implementation plan will include the results a participatory budgeting process for MTC Lifeline grant funds.

The draft funding & implementation plan will be circulated with all subcontracted CBOs for their review and comment prior to initiation the draft plan.

- **Responsible Party: SFMTA, CBO(s)**

Task	Deliverable
4.1	<i>Streetscape Plan</i>
4.2	<i>Cost estimates, funding sources, phased implementation scenarios</i>

**5. Draft and Final Plan Document**

*The purpose of Task 5 will be to package Tasks 2-4 into a final report. The report will be presented to the SFMTA Board for review.*

**Task 5.1 Draft Plan and Recommendations Report**

Based on public outreach and conceptual designs, the SFMTA will prepare a draft plan for public and stakeholder review, including a recommendations report outlining the different recommendation packages and preferred alternatives. Stakeholders will include the CBO, District 10 Supervisors Office, stakeholder groups generated throughout the engagement effort, and local advocacy groups. The draft will include high-quality graphics illustrating the design concepts for the improvements.

- **Responsible Party: SFMTA, outreach firm, CBO(s), Stakeholders**

**Task 5.2 SFMTA Board Presentation**

The Draft Plan and Recommendations Report from 5.1 will be reviewed internally and then presented to the SFMTA Board of Directors. Any remaining critical comments will be resolved.

- **Responsible Party: SFMTA**

### Task 5.3 Final Plan and Recommendations Report

The SFMTA will prepare a Final Plan based on feedback gathered from stakeholders and the SFMTA Board during Tasks 5.1 and 5.2. The Final Plan will include a summary of public engagement, streetscape design alternatives, as well as an implementation plan for the recommended alternatives. All alternatives will be at the level of refinement necessary to be considered for environmental assessment of the project under both State and Federal environmental guidelines. Environmental assessment is not part of the scope of this work. The project team will forward the Final Plan to Caltrans for review.

- **Responsible Party: SFMTA**

Task	Deliverable
5.1	<i>Draft Plan including recommendations report with project recommendations</i>
5.2	<i>SFMTA Board Meeting Notes</i>
5.3	<i>Final Plan document, including revisions to draft based on feedback, and implementation plan</i>

## 6. Administration

*Administration ensures that the project is moving on schedule, on budget and in compliance with all Caltrans invoicing and reporting requests. This is performed in concert with agreement to team roles and responsibilities. Administration costs will be covered through local funding and through SFMTA's approved indirect cost rate, which is included within the project budget through other tasks.*

### Task 6.1 Project Controls

This task manages contractors and team members to ensure that all tasks remain within scope, and on schedule and budget. This task includes:

- Deliverable management, ensuring that all reviewers are turning around deliverables, consolidating comments and managing team disagreements in deliverables
- Team task tracking and action item reminders
- Administrative record keeping
- Review and approval of all grant documents by the SF City Attorney's Office (CAO) before agreements are signed.

- **Responsible Party: SFMTA, City Attorney's Office**

### Task 6.2 Team Meetings

This task is for scheduling, agenda management, facilitating and note-taking for bi-weekly team meetings. In order to keep the project on schedule and budget, the full project team, including consultants, will attend a bi-weekly meeting or phone call. This meeting will address challenges, barriers, allow for coordination and provide full project updates to all team members. The team meeting will have meeting notes and action items completed within 72 hours of each meeting by the SFMTA project manager or delegate.

- **Responsible Party: SFMTA**

**Task 6.3 Invoicing**

Submit complete invoice packages to Caltrans District staff based on milestone completion – at least quarterly, but no more frequently than monthly.

- **Responsible Party: SFMTA**

**Task 6.4 Quarterly Reports**

Submit quarterly reports to Caltrans District staff providing a summary of project progress and grant/local match expenditures.

- **Responsible Party: SFMTA**

<b>Task</b>	<b>Deliverable</b>
6.1	<i>Administrative record of project</i>
6.2	<i>Meeting notes and action items for bi-weekly team meetings</i>
6.3	<i>Invoice Packages</i>
6.4	<i>Quarterly Reports</i>

Bayview Community Based Transportation Plan		
Task Number	Task Title	Deliverable
<b>1.0</b>	<b>Project Initiation</b>	
1.1	Project Kick-Off Meetings	Kick-off meeting and meeting notes
1.2	Project Charter	Project charter
1.3	Public Outreach Plan	Public Outreach Plan
1.4	Outreach Firm On-Call Contract	Outreach Firm Contract
<b>2.0</b>	<b>Existing Conditions Documentation</b>	
2.1	Review Past and Existing Planning Efforts	Community Opportunities and Issues Summary
2.2	Demographics Analysis	Demographics Summary and Maps
2.3	Street Conditions	Existing and Planning Transportation Asset Maps
2.4	Stakeholder Interviews: Goals and Priorities	Up to six (6) completed interviews with notes
2.5	Focus groups: Project goals/objectives & PB steering committee	Project Goals and priorities Focus group input
<b>3.0</b>	<b>Public Outreach</b>	
3.1	Phase 1 Community Engagement: Transportation Improvement Opportunities	Summary of community toolkit preferences and locations
3.2	Phase 2: Phase 2 Community Engagement: Transportation Improvement Evaluation	Proposed transportation improvements and community preferences
3.3	Phase 3: Community Engagement Closeout: Project Summary	Summary of final proposed improvement priority packages
<b>4.0</b>	<b>Streetscape, Funding and Implementation Plan</b>	
4.1	Streetscape Plan	Streetscape Plan
4.2	Funding and Implementation Plan	Cost estimates, funding sources, phased implementation scenarios
<b>5.0</b>	<b>Draft and Final Plan</b>	
5.1	Draft Plan and Recommendations Report	Draft Plan including recommendations report with project recommendations
5.2	SFMTA Board Presentation	SFMTA Board Meeting Notes
5.3	Final Plan and Recommendations Report	Final Plan document, including revisions to draft based on feedback, and implementation plan
<b>6.0</b>	<b>Administration</b>	
6.1	Project Controls	Administrative record of project
6.2	Team Meetings	Meeting notes and action items for bi-weekly team meetings
6.3	Invoicing	Invoice Packages
6.4	Quarterly Reports	Quarterly Reports

California Department of Transportation  
Sustainable Transportation Planning Grants  
Fiscal Year 2017-18

PROJECT TIMELINE

Task Number	Project Title	Bayview Community Based Transportation Plan			San Francisco Municipal Transportation Agency (SFMTA)				
		Fund Source			Fiscal Year				
		Responsible Party	Total Cost	Grant Amount	Local Cash Match	In-Kind Match	FY 2017/18	FY 2018/19	FY 2019/20
<b>1.0 Project Initiation</b>									
1.1	Project Kick-Off Meetings	SFMTA		\$0	\$0				
1.2	Project Charter	SFMTA		\$0	\$0				
1.3	Public Outreach Plan	SFMTA		\$0	\$0				
1.4	Procure Outreach Consultant	SFMTA		\$0	\$0				
<b>2.0 Existing Conditions Documentation</b>									
2.1	Review Past and Existing Planning Efforts	SFMTA		\$0	\$0				
2.2	Demographics Analysis	SFMTA		\$0	\$0				
2.3	Street Conditions	SFMTA		\$0	\$0				
2.4	Stakeholder Interviews: Goals and Priorities	SFMTA/CBO	\$27,500	\$24,346	\$3,154				
2.5	Focus groups: Project Goals/Objectives and PB Steering Committee	SFMTA/CBO	\$22,500	\$19,919	\$2,581				
<b>3.0 Public Outreach</b>									
3.1	Phase 1 Community Engagement: Transportation Improvement Opportunities	SFMTA/CBO	\$65,000	\$57,545	\$7,456				
3.2	Phase 2: Phase 2 Community Engagement: Transportation Improvement Evaluation	SFMTA/CBO	\$65,000	\$57,545	\$7,456				
3.3	Phase 3: Community Engagement Closeout: Project Summary	SFMTA/CBO	\$25,000	\$22,133	\$2,868				
<b>4.0 Streetscape, Funding and Implementation Plan</b>									
4.1	Streetscape Plan	SFMTA	\$15,000	\$13,280	\$1,721				
4.2	Funding and Implementation Plan	SFMTA	\$20,000	\$17,708	\$2,294				
<b>5.0 Draft and Final Plan</b>									
5.1	Draft Plan and Recommendations Report	SFMTA/CBO	\$50,000	\$44,265	\$5,735				
5.2	SFMTA Board Presentation	SFMTA	\$10,000	\$8,853	\$1,147				
5.3	Final Plan and Recommendations Report	SFMTA	\$15,000	\$13,280	\$1,721				
<b>6.0 Administration</b>									
6.1	Project Controls	SFMTA/CAO	\$3,750	\$3,320	\$430				
6.2	Team Meetings	SFMTA	\$3,750	\$3,320	\$430				
6.3	Invoicing	SFMTA	\$3,750	\$3,320	\$430				
6.4	Quarterly Reports	SFMTA	\$3,750	\$3,320	\$430				
<b>TOTALS</b>			<b>\$330,000</b>	<b>\$292,149</b>	<b>\$37,851</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Reimbursement of indirect costs is allowable upon approval of an Indirect Cost Allocation Plan for each year of project activities. Provide rate if indirect costs are included in the project budget. Approved Indirect Cost Rate: 7.00% of total salaries and mandatory fringe benefits.

Note: Each task must contain a grant amount and a local cash match amount. Local cash match must be proportionally distributed by the same percentage throughout each task. Local in-kind match needs to be indicated where in-kind services will be used. Please review the grant program section that you are applying to for details on local match requirements. The project timeline must be consistent with the scope of work.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Bayview Community Based Transportation Plan

**ENVIRONMENTAL CLEARANCE**

**Environmental Type:** TBD

**PROJECT DELIVERY MILESTONES**

Enter dates below for ALL project phases, not just for the current request, based on the best information available. For PLANNING requests, please only enter the schedule information for the PLANNING phase.

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Oct-Dec	2017	Jan-Mar	2020
Environmental Studies (PA&ED)				
Right-of-Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations (i.e., paratransit)				
Open for Use				
Project Completion (means last eligible expenditure)			Jan-Mar	2020

**SCHEDULE DETAILS**

Provide dates for any COMMUNITY OUTREACH planned during the requested phase(s). Identify PROJECT COORDINATION with other projects in the area (e.g. paving, MUNI Forward) and relevant milestone dates (e.g. design needs to be done by DATE to meet paving schedule). List any timely use-of-funds deadlines (e.g. federal obligation deadline). If a project is comprised of MULTIPLE SUB-PROJECTS, provide milestones for each sub-project. For PLANNING EFFORTS, provide start/end dates for each task.

**PHASE TASK SCHEDULES:**

- Task 1: Project Initiation: December 2017 - June 2018
- Task 2: Existing Conditions Documentation: February 2018 - July 2018
- Task 3: Public Outreach: July 2018 - July 2019
- Task 4: Streetscape, Funding & Implementation Plan: February 2019 - May 2019
- Task 5: Draft & Final Plan: July 2019 - February 2020
- Task 6: Administration: December 2017 - February 2020

**OUTREACH TASK MILESTONES**

- Community Leader Interviews: March 2018 - July 2018
- Focus Group/Steering Committee: July 2018 - August 2018; April 2019 - May 2019
- First Community Planning Workshops: July 2018 - October 2018
- Second Community Planning Workshops: October 2018 - January 2019
- Final Community Planning Workshops: May 2019 - July 2019



**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Bayview Community Based Transportation Plan

**FUNDING PLAN - FOR CURRENT REQUEST**

Enter the funding plan for the phase(s) that are the subject of the CURRENT REQUEST. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 57,851	\$ -	\$ -	\$ 57,851
Prop AA	\$ -	\$ -	\$ -	\$ -
Caltrans Planning Grant	\$ -	\$ 292,149	\$ -	\$ 292,149
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ 57,851</b>	<b>\$ 292,149</b>	<b>\$ -</b>	<b>\$ 350,000</b>

**FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)**

Enter the funding plan for all phases (planning through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown in the Cost Summary below.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$ -	\$ -	\$ -
Prop AA	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**COST SUMMARY**

Show total cost for ALL project phases (in year of expenditure dollars) based on best available information. Source of cost estimate (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 350,000	\$ 57,851		Based on similar work conducted for the Western Addition Community Based Transportation Plan
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ -	\$ -	\$ -	
Operations (Paratransit)	\$ -	\$ -		
<b>Total:</b>	<b>\$ 350,000</b>	<b>\$ 57,851</b>	<b>\$ -</b>	

% Complete of Design:  as of   
 Expected Useful Life:  Years

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST** (instructions as noted below)

Use the table below to enter the proposed reimbursement schedule for the current request. Prop K and Prop AA policy assume these funds will not be reimbursed at a rate greater than their proportional share of the funding plan for the relevant phase unless justification is provided for a more aggressive reimbursement rate. If the current request is for multiple phases, please provide separate reimbursement schedules by phase. If the proposed schedule exceeds the years available, please attach a file with the requested information.

<b>Fund Source</b>	<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>FY 2019/20</b>	<b>FY 2020/21</b>	<b>FY 2021/22+</b>	<b>Total</b>
Prop K	\$ 3,120	\$ 45,616	\$ 9,115	\$ -	\$ -	\$ 57,851
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Project Name:** Bayview Community Based Transportation Plan

**MAJOR LINE ITEM BUDGET**

<b>BUDGET SUMMARY</b>							
Agency	Task 1 - Project Initiation	Task 2 - Existing Conditions Documentation	Task 3 - Public Outreach	Task 4 - Streetscape, Funding and Implementation Plan	Task 5 - Draft and Final Plan	Task 6 - Administration	Total
SFMTA	\$ -	\$ 44,611	\$ 113,990	\$ 35,000	\$ 68,286	\$ 14,286	\$ 276,173
Consultant & Community Based Organizations	\$ -	\$ 13,062	\$ 33,000	\$ 1,500	\$ 2,500	\$ -	\$ 50,062
Other Direct Costs *	\$ -	\$ 500	\$ 3,500	\$ -	\$ 500	\$ -	\$ 4,500
Contingency	\$ -	\$ 3,587	\$ 9,350	\$ 1,900	\$ 3,714	\$ 714	\$ 19,265
<b>Total</b>	<b>\$ -</b>	<b>\$ 61,760</b>	<b>\$ 159,840</b>	<b>\$ 38,400</b>	<b>\$ 75,000</b>	<b>\$ 15,000</b>	<b>\$ 350,000</b>

\* Direct Costs include mailing, reproduction costs, room rental fees, promotion for workshop events, food & childcare at workshop events, participation incentives for underrepresented groups, and interpretation equipment rental fees.

<b>DETAILED LABOR COST ESTIMATE - BY AGENCY</b>					
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	Total
Transit Planner IV	300	\$ 71.24	2.43	\$ 173.01	\$ 51,902
Transit Planner III	730	\$ 60.94	2.43	\$ 147.99	\$ 108,035
Transit Planner II	230	\$ 52.48	2.43	\$ 127.45	\$ 29,313
Planner I	820	\$ 43.65	2.43	\$ 106.00	\$ 86,923
<b>Total</b>	<b>2,080</b>				<b>\$ 276,173</b>

Consultant & CBOs	Hours	Fully Burdened Hourly Cost	Total
Principal	22	\$ 220.00	\$ 4,840
Project Manager	98	\$ 144.13	\$ 14,125
Engagement Specialist	136	\$ 104.01	\$ 14,187
Interpreter	20	\$ 172.98	\$ 3,460
Designer	60	\$ 89.17	\$ 5,350
Street Team	135	\$ 60.00	\$ 8,100
<b>Total</b>	<b>256</b>		<b>\$ 50,062</b>

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

Last Updated: 4/2/2018 Res. No: \_\_\_\_\_ Res. Date: \_\_\_\_\_

Project Name: Bayview Community Based Transportation Plan

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

Funding Recommended:	Action	Amount	Phase
	Prop K Allocation	\$ 57,851	Planning/Conceptual Engineering (PLAN)
	<b>Total:</b>	<b>\$ 57,851</b>	

Total Prop K Funds: \$ 57,851 Total Prop AA Funds: \$ -

Justification for multi-phase recommendations and notes for multi-sponsor recommendations:

Fund Expiration Date: 09/30/2020 Eligible expenses must be incurred prior to this date.

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger:

**Deliverables:**

1. Quarterly progress reports shall provide a percent complete by task, percent complete for the overall project scope, and a listing of completed deliverables, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for details. Note: SFMTA may submit the Caltrans Planning Grant quarterly progress reports through the SFCTA grants Portal to satisfy this requirement as long as all of the same information is provided. Quarterly progress reports will also be provided to the MTC.
2. Upon completion of Task 1: Project Initiation (anticipated June 2018), provide Public Outreach Plan and list of CBOs that will be under contract for this project.
3. Upon completion of Task 2: Existing Conditions Documentation (anticipated August 2018), provide Community Opportunities and Issues Summary memo.
4. Upon completion of Task 3: Public Outreach (anticipated July 2019), provide summary of final proposed improvement priority packages.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

**Last Updated:** 4/2/2018      **Res. No.:** \_\_\_\_\_      **Res. Date:** \_\_\_\_\_

**Project Name:** Bayview Community Based Transportation Plan

**Grant Recipient:** San Francisco Municipal Transportation Agency - DPT

- |    |  |
|----|--|
| 5. | Upon Completion of Task 4: Streetscape, Funding and Implementation Plan (anticipated May 2019), provide Streetscape Plan including implementation scenarios. |
| 6. | Upon completion of Task 5, Draft and Final Plan Document (February 2020), provide Final Plan.  |

**Special Conditions:**

- |    |   |
|----|---|
| 1. | SFMTA will invite MTC and SFCTA to the kick-off meeting and major milestone meetings.   |
| 2. | SFMTA will comply with the requirements of MTC's PB Pilot Program. While these requirements are still evolving, it is anticipated that this will include SFCTA Board approval of selected projects identified through the PB process that will receive future Lifeline funding from MTC (anticipated up to \$500,000 plus local match funds). Also, it will include participation in evaluation of the PB pilot using performance measures TBD by MTC. SFCTA will work with SFMTA to modify deliverables and special conditions as needed to comply with the PB Pilot requirements. |
| 3. | The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.   |

**Notes:**

- |    |   |
|----|---|
| 1. | The Caltrans Sustainable Communities Planning grant funds for this project must be expended by February 2020  |
| 2. | SFMTA and the Transportation Authority will coordinate on outreach and communications efforts as each agency completes parallel and related studies. The Transportation Authority led District 10 Mobility Management Study [NTIP Planning] will identify strategies to improve transit services, maintain access, and mitigate congestion impacts of anticipated new development in District 10. |

Metric	Prop K	Prop AA
<b>Actual Leveraging - Current Request</b>	83.47%	No Prop AA
<b>Actual Leveraging - This Project</b>	See Above	See Above

**SFCTA Project**      P&PD  
**Reviewer:** \_\_\_\_\_

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form

**TRANSPORTATION AUTHORITY RECOMMENDATION**

**This section is to be completed by Transportation Authority Staff.**

Last Updated: 4/2/2018 Res. No: \_\_\_\_\_ Res. Date: \_\_\_\_\_

Project Name: Bayview Community Based Transportation Plan

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

**SGA PROJECT NUMBER**

Sponsor: San Francisco Municipal Transportation Agency - DPT

SGA Project Number: \_\_\_\_\_ Name: Bayview Community Based Transportation Plan

Phase: Planning/Conceptual Engineering (PLAN) Fund Share: 16.53%

**Cash Flow Distribution Schedule by Fiscal Year**

Fund Source	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22+	Total
	\$3,120	\$45,616	\$ 9,115			\$57,851

## MTC's PARTICIPATORY BUDGETING PILOT PROGRAM

The Bayview CBTP proposes a participatory budgeting process for funding infrastructure that supports lifeline transportation services for vulnerable populations. MTC is piloting a Lifeline Infrastructure grant that will make funding available to projects that are part of a Community Based Transportation Plan and were developed through a participatory budgeting process. By engaging in a participatory budgeting process, San Francisco would be eligible for potentially around \$500,000 in Lifeline Transportation Program funding to implement the recommendations of this plan.

The participatory budgeting process will pertain only to the subset of projects eligible for Lifeline Transportation Program funding. The participatory budgeting process will be run in parallel with the larger CBTP planning process, and participatory budgeting activities will be integrated as much as possible into concurrent public outreach activities for the broader plan process. MTC has confirmed that the current project approach meets MTC requirements for grant eligibility.

### What is Participatory Budgeting?

Participatory Budgeting is a process where residents directly engage with their local government to develop and recommend projects as a part of a budget process.

### What are the principles of Participatory Budgeting?

- 1. Engage and build leadership by low-income and communities of color** - Raise up the voices of residents and engage their vast local knowledge on transportation needs.
- 2. Ensure community decision-making** - Local residents get decision-making power during every step of the participatory budgeting process - including process design, project development, and project selection.
- 3. Ensure low-income and underserved residents determine priorities** - Lifeline funds should be spent on projects that address current priority needs identified by low-income and other underserved residents.
- 4. Require transparency and accountability in process & outcomes** - Information about each stage should be publicly accessible by low-income and underserved residents. This will enable community oversight.
- 5. Build relationships between residents and government** - Deepen trust and the practice of democracy through a participatory budgeting process that is inclusive, empowering, and transparent.

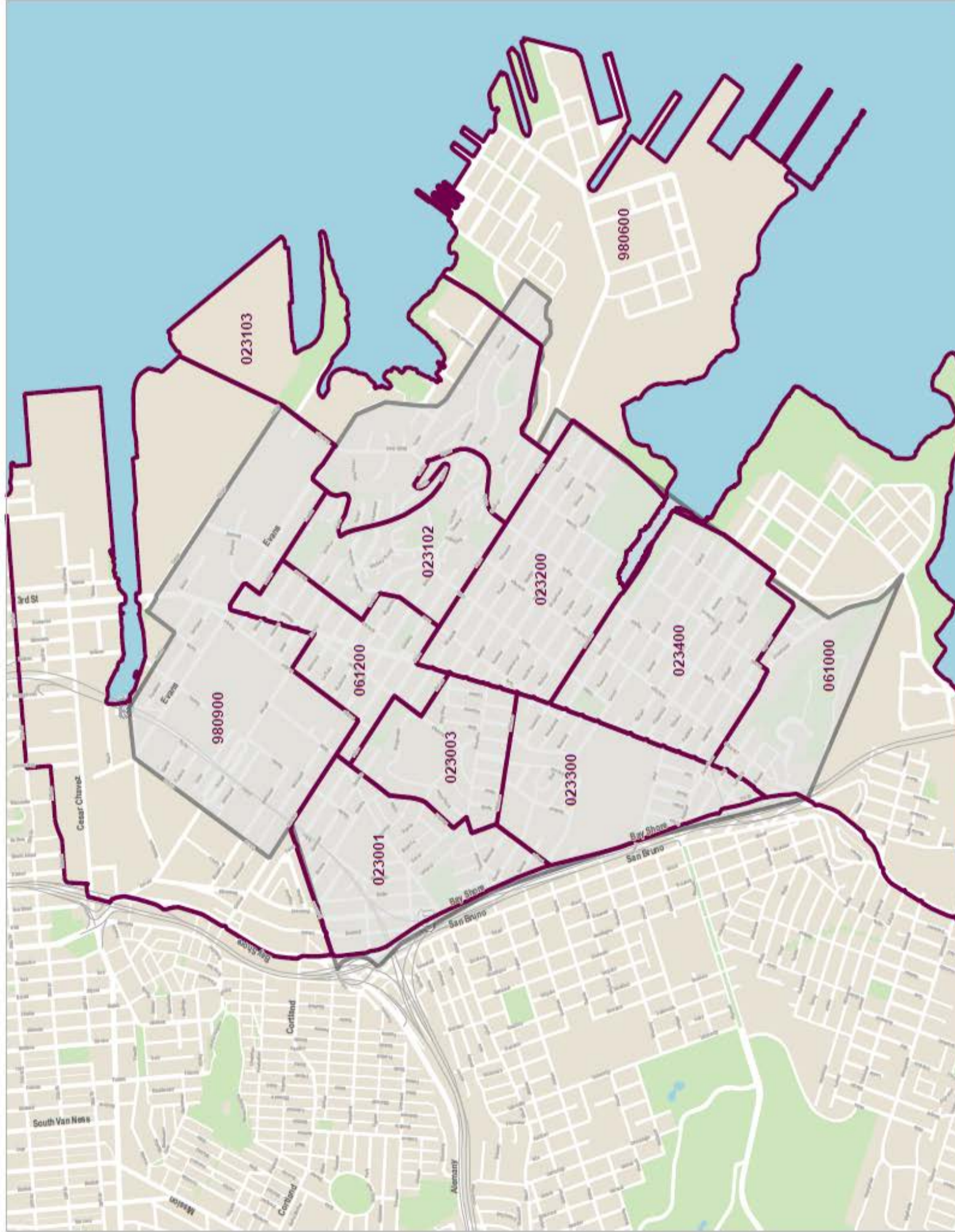
### What are the steps of Participatory Budgeting?

- 1. Design of the process** - A steering committee, made up of representatives of the community, creates the rules in partnership with SFMTA to ensure the process is inclusive. The focus group assembled in *Task 2.5* will act as Steering Committee for the participatory budgeting process.
- 2. Brainstorm Ideas** - Through meetings and online tools, residents share and discuss ideas for projects. This activity will be integrated into the first round of public outreach activities in *Task 3.1*.
- 3. Develop Proposals** - Volunteers develop the ideas into feasible proposals, which are then vetted by experts. This activity will be integrated into the second round of public outreach activities in *Tasks 3.2 and 4.1*.
- 4. Vote** - Residents vote to divide the available budget between proposals. The focus group from *Task 2.5* will reconvene following the second round of public outreach to decide voting procedures and process. Voting will take place during the third phase of public outreach in *Task 3.3*.
- 5. Fund Winning Projects** - Government implements winning projects; government and residents track and monitor implementation. Project implementation will take place outside of the timeline for the CBTP, but Lifeline Transportation Program eligible projects will be programmed into the City's CIP for implementation.



# Bayview Community Based Transportation Plan

Census Tracts  
December 2017



### LEGEND

- Census Tract
- Study Area



Scale 1:19,608

Date Saved: 9/28/2017

For reference contact: <Ariel.Ward@sfmta.com>

By downloading this map, you are agreeing to the following disclaimer: "The City and County of San Francisco ("City") provides the following data as a public record and no rights of any kind are granted to any person by the City's provision of this data. The City and County of San Francisco ("City") makes no representation regarding and does not guarantee or otherwise warrant the accuracy or completeness of this data. Anyone who uses this data for any purpose, including for any legal or financial purposes, does so at their own risk. The City and County of San Francisco ("City") is not responsible for any loss, harm, or damage resulting from the use of this data. By accessing this data, the person accessing it acknowledges that she or he has read and does so under the condition that she or he agrees to the contents and terms of this disclaimer."





**Prop K 5-Year Project List (FY 2014/15 - 2018/19)**  
**Transportation/Land Use Coordination (EP 44)**  
**Programming and Allocations to Date**

Pending April 24, 2018 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
<b>OneBayArea Grant (OBAG) Match</b>									
DPW	Chinatown Broadway Phase IV	CON	Allocated	\$701,886					\$701,886
DPW	Longfellow Elementary School Safe Routes to School	CON	Allocated	\$61,865					\$61,865
DPW	ER Taylor Elementary School Safe Routes to School	CON	Allocated	\$47,140					\$47,140
SEMTA	Mansell Corridor Improvement <sup>1</sup>	CON	Allocated	\$572,754					\$572,754
DPW	Second Street Improvement	CON	Allocated			\$1,439,584			\$1,439,584
Any Eligible	OBAG Local Match (Cycle 2) <sup>4</sup>	Any	Programmed			\$1,200,000	\$50,000		\$1,250,000
SEMTA	Persia Triangle Transit Improvements	CON	Allocated	\$200,685					\$200,685
<b>Neighborhood Transportation Improvement Planning (NTIP)/Corridor Planning</b>									
SFCTA	Managing Access to the "Crooked Street" (1000 Block of Lombard Street) [NTIP Planning]	PLAN/CER	Allocated	\$90,000					\$90,000
SFCTA	Managing Access to the "Crooked Street" (1000 Block of Lombard Street) [NTIP Planning]	PLAN/CER	Deobligated	(\$24)					(\$24)
SEMTA	Managing Access to the "Crooked Street" (1000 Block of Lombard Street) [NTIP Planning]	PLAN/ CER	Allocated	\$10,000					\$10,000
SEMTA	Western Addition Community Based Transportation Plan [NTIP Planning]	PLAN/CER	Allocated	\$240,000					\$240,000
Any Eligible	NTIP Planning	PLAN/CER	Programmed	\$0					\$0
SEMTA	Kearny Street Multimodal Implementation Plan [NTIP Planning]	PLAN/CER	Allocated		\$100,000				\$100,000
SFCTA	Alemany Interchange Improvement Study [NTIP Planning]	PLAN/CER	Allocated		\$87,400				\$87,400
SEMTA	Alemany Interchange Improvement Study [NTIP Planning]	PLAN/CER	Allocated		\$12,600				\$12,600
SEMTA	District 1 NTIP Planning [NTIP]	PLAN/CER	Allocated	\$100,000					\$100,000
SEMTA	District 1 NTIP Planning [NTIP]	PLAN/CER	Deobligated	(\$1,788)					(\$1,788)
Any Eligible	NTIP Planning	PLAN/CER	Programmed		\$100,000				\$100,000

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
SFMTA	Geneva San Jose Intersection Study [NTIP Planning]	PLAN/ CER	Allocated			\$100,000			\$100,000
SFMTA	66-Quintara Repurposing Study [NTIP Planning]	PLAN/ CER	Allocated			\$100,000			\$100,000
SFCTA	District 10 Mobility Management Study [NTIP Planning]	PLAN/ CER	Appropriated				\$100,000		\$100,000
Planning	Balboa Area TDM Study [NTIP Planning]	PLAN/ CER	Allocated		\$100,000				\$100,000
SFMTA	Pedestrian Safety in SOMA Youth and Family Zone [NTIP Planning] - Part 1	PLAN/ CER	Allocated		\$48,000				\$48,000
SFCTA	Pedestrian Safety in SOMA Youth and Family Zone [NTIP Planning] - Part 2	PLAN/ CER	Appropriated		\$52,000				\$52,000
SFMTA	NTIP Pre-Development/Program Support	PLAN/ CER	Allocated	\$75,000					\$75,000
SFCTA	NTIP Pre-Development/Program Support	PLAN/ CER	Appropriated	\$75,000					\$75,000
SFCTA	NTIP Program Support	PLAN/ CER	Allocated		\$75,000				\$75,000
SFMTA	NTIP Program Support	PLAN/ CER	Allocated		\$75,000				\$75,000
SFMTA/ SFCTA	NTIP Program Support-SFMTA	PLAN/ CER	Allocated			\$75,000			\$75,000
SFMTA/ SFCTA	NTIP Program Support- SFCTA	PLAN/ CER	Allocated			\$75,000			\$75,000
SFMTA/ SFCTA	NTIP Pre-Development/Program Support	PLAN/ CER	Programmed				\$25,000		\$25,000
SFCTA	NTIP Pre-Development/Program Support	PLAN/ CER	Allocated				\$75,000		\$75,000
SFMTA/ SFCTA	Ensuring Transit Service Equity through Community Engagement <sup>3</sup>	PLAN/ CER	Allocated		\$38,868				\$38,868
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants) <sup>3</sup>	PLAN/ CER	Programmed		\$1,132				\$1,132
SFMTA	Taylor Street Safety Project - Match	PLAN/ CER	Allocated		\$80,000				\$80,000
SFCTA	Vision Zero Ramp Intersection Study Phase II	PLAN/ CER	Allocated			\$100,000			\$100,000
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants) <sup>4</sup>	PLAN/ CER	Programmed			\$0			\$0
SFMTA	District 11 Neighborhood Greenways <sup>4</sup>	PLAN/ CER	Allocated			\$100,000			\$100,000
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants) <sup>4,5</sup>	PLAN/ CER	Programmed				\$42,149		\$42,149
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	PLAN/ CER	Programmed					\$150,000	\$150,000
SFCTA	Geneva-Harney Bus Rapid Transit <sup>2</sup>	PLAN/ CER	Allocated	\$22,878					\$22,878
SFMTA	Bayview Community Based Transportation Plan <sup>5</sup>	PLAN/ CER	Pending				\$57,851		\$57,851

Agency	Project Name	Phase	Status	Fiscal Year					Total		
				2014/15	2015/16	2016/17	2017/18	2018/19			
<b>Regional Priority Areas Planning Match</b>											
Any Eligible	Priority Development Area Planning Match	PLAN/CER	Programmed			\$400,000			\$400,000		
Any Eligible	Priority Development Area Planning Match	PLAN/CER	Programmed					\$100,000	\$100,000		
<b>Total Programmed in 5YPP</b>				\$2,195,396	\$770,000	\$3,589,584	\$350,000	\$350,000	\$7,254,980		
<b>Total Allocated and Pending in 5YPP</b>											
				\$2,197,208	\$668,868	\$1,989,584	\$232,851	\$0	\$5,088,511		
<b>Total Deobligated in 5YPP</b>				(\$1,812)	\$0	\$0	\$0	\$0	(\$1,812)		
<b>Total Unallocated in 5YPP</b>				(\$0)	\$101,132	\$1,600,000	\$117,149	\$350,000	\$2,168,281		
<b>Total Programmed in 2014 Strategic Plan</b>											
				\$2,359,639	\$2,339,584	\$1,950,000	\$250,000	\$350,000	\$7,249,223		
<b>Deobligated from Prior 5YPP Cycles **</b>				\$331,457					\$331,457		
<b>Cumulative Remaining Programming Capacity</b>				\$495,700	\$2,065,284	\$425,700	\$325,700	\$325,700	\$325,700		
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="background-color: #e0e0e0;">Programmed</td> </tr> <tr> <td style="background-color: #e0e0e0;">Pending Allocation/Appropriation</td> </tr> <tr> <td style="background-color: #e0e0e0;">Board Approved Allocation/Appropriation</td> </tr> </table>									Programmed	Pending Allocation/Appropriation	Board Approved Allocation/Appropriation
Programmed											
Pending Allocation/Appropriation											
Board Approved Allocation/Appropriation											

<sup>1</sup> Mansell Corridor Improvement: 5YPP amendment to add \$14,691 deobligated from the prior design allocation (Resolution 2014-34, 144.907042) to the construction phase.

<sup>2</sup> 5YPP Amendment to add the Geneva-Harney Bus Rapid Transit project (Resolution 2015-52, 4/28/2015).

Cumulative Remaining Programming Capacity: Reduced by \$22,878. Funds deobligated from the Balboa Park Station Area Circulation Study project, which was completed in 2014.

Geneva-Harney Bus Rapid Transit: Added project with \$22,878 in Fiscal Year 2014/15 funds for planning.

<sup>3</sup> Ensuring Transit Service Equity through Community Engagement: \$38,868 allocated from Planning Grant Match from Fiscal Year 2015/16 (Resolution 2016-023, 11/17/15)

<sup>4</sup> 5YPP Amendment to fully fund the District 11 Neighborhood Greenways Planning project in FY 16/17; \$50,000 from Planning Grant Match placeholder FY 16/17 allocated to project. O'BAG Local Match (Cycle 2): Reduced by \$50,000 in FY 16/17; increased by \$50,000 in FY 17/18.

Planning Grant Match (e.g. Caltrans Planning Grants): Increased by \$50,000 in FY 16/17; reduced by \$50,000 in FY 17/18.

<sup>5</sup> Bayview Community Based Transportation Plan: \$57,851 allocated from Planning Grant Match from Fiscal Year 2017/18 (Resolution 2018-XXX, 04/xx/18)