San Francisco County Transportation Authority
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AGENDA

CITIZENS ADVISORY COMMITTEE
Meeting Notice

Date: 6:00 p.m., Wednesday, January 28, 2015

Location: 1455 Market Street, 22nd Floor

Members: Christopher Waddling (Vice Chair), Myla Ablog, Brian Larkin, John Larson, Santiago Lerma, Angela Minkin, Eric Rutledge, Jacqualine Sachs, Raymon Smith, Peter Tannen and Wells Whitney

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6:00 1. Committee Meeting Call to Order

6:02 2. Chair's Report – INFORMATION

6:07 3. Election of Chair and Vice Chair – ACTION

The terms of the CAC Chair and Vice-Chair expire in January of each year, as established by Section 2, Article II of the CAC By-Laws. An election is required to select the Chair and Vice Chair by a majority of the appointed CAC members. Any CAC member is eligible for either the Chair or the Vice Chair position. The elected Chair and Vice Chair immediately preside over the current meeting and the remaining 2015 meetings.

6:20 Consent Calendar

4. Approve the Minutes of the December 3, 2014 Meeting – ACTION* 5

5. State and Federal Legislative Update – INFORMATION* 13

To inform state advocacy efforts, the Transportation Authority tracks pending state legislation and presents a matrix of transportation-related bills to the Finance Committee each month. This matrix provides a summary of each bill and its status, and offers the Transportation Authority Board the opportunity to take formal positions on proposed legislation. The attached state legislative matrix was reviewed by the Finance Committee at its January 13, 2015 meeting. Staff is not recommending the any new positions this month, but is adding a bill to watch. **This is an information item.**

6. Adopt a Motion of Support for the Adoption of the Fiscal Year 2015/16 Transportation Fund for Clean Air Local Expenditure Criteria – ACTION* 19

Transportation Fund for Clean Air (TFCA) funds come from a $4 per vehicle surcharge collected by the Department of Motor Vehicles on motor vehicle registrations in the nine-county Bay Area region. A portion of the funds (40 percent) is available to each county on a return-to-source basis from the Bay Area Air Quality Management District (Air District). These funds are used to implement strategies to improve air quality by reducing motor vehicle emissions in accordance with the Air District's Clean Air Plan. As the Program Manager for the City and County of San Francisco, the Transportation Authority is required to annually adopt Local Expenditure Criteria for the programming of the local TFCA funds. Our proposed Fiscal Year 2015/16 Local Expenditure Criteria (Attachment 1) are essentially the same as those used in past cycles and are consistent with the Air District's TFCA policies for Fiscal Year 2015/16. The criteria establish a clear prioritization methodology for applicant projects, including project types ranked by local priorities, emissions reduced, program diversity, project readiness, and past project sponsor delivery. We plan to issue the

Fiscal Year 2015/16 call for projects in late February and anticipate having approximately $850,000 to program to projects. **We are seeking a motion of support for the adoption of the Fiscal Year 2015/16 TFCA Local Expenditure Criteria.**

End of Consent Calendar

6:30 7. Adopt a Motion of Support for the Allocation of $5,199,670 in Prop K Funds, with Conditions, and $636,480 in Prop AA Funds for Eight Requests, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION* 69

As summarized in Attachments 1 and 2, we have eight requests totaling $5,836,150 in Prop K and AA funds to present to the Citizens Advisory Committee. Attachment 3 summarizes our recommendations. We are requesting $750,000 in Prop K funds for traffic analysis and environmental studies required for the potential realignment of the I-280 off-ramp at Ocean Avenue and a ramp closure analysis for the possible closure of the I-280 on-ramp at Geneva Avenue near Balboa Park. These are two of the recommendations from the Balboa Park Station Area Circulation Study. The San Francisco Municipal Transportation Agency (SFMTA) has requested Prop K funds for six projects. They include construction of Balboa Park Station Area and Plaza Improvements to facilitate multi-modal access ($1,773,993); planning and design of Fall Protection Systems at seven vehicle maintenance facilities ($2,160,777); $72,000 to extend the existing Bicycle Safety Education Classes contract by nine months; planning, design, and construction of WalkFirst Rectangular Rapid Flashing Beacons at up to 11 locations ($222,900); construction of Golden Gate Road Diet from Polk to Market ($120,000) which is a near-term Vision Zero capital project; and $100,000 for the District 1 Neighborhood Transportation Improvement Program planning project to study safety and access improvements on four north-south corridors in the Richmond. Lastly, the SFMTA has requested $636,000 in Prop AA funds for Franklin and Divisadero Signal Upgrade construction. **We are seeking a motion of support for the allocation of $5,199,670 in Prop K funds, with conditions, and $636,480 in Prop AA funds for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

6:45 8. Adopt a Motion of Support for Programming of Up to $5,143,714 in Cycle 4 Lifeline Transportation Program (LTP) Funds to Two San Francisco Municipal Transportation Agency (SFMTA) Projects and Concurrence with Cycle 4 LTP Prop 1B Priorities as Submitted by SFMTA and the Bay Area Rapid Transit District – ACTION* 85

Metropolitan Transportation Commission's (MTC's) Lifeline Transportation Program (LTP) funds projects that improve mobility for low-income populations primarily by addressing gaps or barriers identified through community-based transportation plans or other substantive local planning efforts. In our role as Congestion Management Agency (CMA), the Transportation Authority prioritizes a portion of LTP funds and helps MTC with administering the overall LTP for San Francisco. Attachment 1 shows the list of San Francisco's previous LTP priorities. For Cycle 4, MTC has assigned $3.8 million in State Transit Assistance and $1.1 million in Federal Transit Administration Section 5307 Job Access and Reverse Commute funds to the Transportation Authority. An additional $216,000 in Cycle 2 LTP funds is also available for reprogramming due to the cancelation of the San Bruno Transit Preferential Streets project which will be implemented through Muni Forward. In October 2014, we released a call for projects, and by the December deadline, we received four applications from the San Francisco Municipal Transportation Agency (SFMTA) totaling $6.6 million. Consistent with MTC's guidelines and the prioritization criteria (Attachment 2), the evaluation panel reached consensus on the project rankings, and upon consultation with SFMTA, we recommend fully funding Potrero Hill Pedestrian Safety and Transit Stop Improvements and Expanding Late Night Transit Services (Attachment 3). MTC has assigned State Prop 1B funds directly to transit operators to program at their discretion with CMAs' concurrence. Attachment 4 shows a summary of LTP Prop 1B priorities, including SFMTA's Van Ness Avenue Bus Rapid Transit ($6.19 million) and the Bay Area Rapid Transit District's (BART's) Wayfinding Signage and Pit Stop Initiative ($4.6 million). **We are seeking a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two SFMTA projects and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and BART**.

7:00 9. Adopt a Motion of Support for Reprogramming of $10,227,540 in OneBayArea Grant Funds from the San Francisco Municipal Transportation Agency's Masonic Avenue Complete Streets Project to the Light Rail Vehicle Procurement Project, with Conditions – ACTION* **95**

In June 2013, the Transportation Authority programmed $10.2 million in federal funds to the San Francisco Municipal Transportation Agency's (SFMTA's) Masonic Avenue Complete Streets (Masonic Avenue) project as part of San Francisco's competitively awarded OneBayArea Grant (OBAG) program. The Masonic Avenue project will reallocate road space to calm traffic, dedicate space for bicyclists, and provide pedestrian and transit enhancements on Masonic Avenue from Fell Street to Geary Boulevard. Consistent with regional timely use of funds requirements, the SFMTA must obligate the OBAG funds by April 30, 2015. If that deadline is missed, there is a high risk that the funds will not be available to the Masonic project before October 2016 due to the uncertainty in future federal funding levels. The SFMTA will not be able to meet this deadline as the project has been delayed due to its extensive coordination with the San Francisco Public Utilities Commission and unanticipated scope additions which included a dual sewer system, Muni overhead wire relocations, and new signals on medians. The SFMTA has identified Masonic Avenue as a priority safety project, so in order to avoid further delays, it has proposed swapping the Masonic Avenue project's OBAG funds with local revenue bond funds and reprogramming the OBAG funds to its Light Rail Vehicle (LRV) Procurement, which is eligible to receive OBAG funds. To minimize risk and avoid further delays, we support the proposed swap. Given the Transportation Authority's commitment to monitor the progress of San Francisco's originally approved OBAG project list, our recommended action includes a special condition that the SFMTA continue to follow our OBAG reporting requirements for the Masonic Avenue project. **We are seeking a motion of support for reprogramming of $10,227,540 in OBAG funds from the SFMTA's Masonic Avenue project to the LRV Procurement project, with conditions**.

7:10 10. Shuttle Program Update – INFORMATION* **101**

At the October 2014 Citizens Advisory Committee meeting, Chair Glenn Davis requested an update on the San Francisco Municipal Transportation Agency's (SFMTA's) Commuter Shuttles Policy and Pilot Program. The program is an 18-month pilot that is testing a limited network of shared Muni and commuter shuttle stops. Commuter shuttle service providers must apply and pay for a permit to use the network. This pilot aims to minimize impacts of commuter shuttles while supporting their beneficial operations. The pilot addresses commuter shuttles that operate within San Francisco and between San Francisco and large employer sites in other cities. The pilot term is August 2014 through January 2016. At the CAC meeting, Carli Payne, Manager of Transportation Demand Management at the SFMTA, will present an overview of the pilot program, including program structure, overview of shuttle activity (e.g., location, stop events), and initial lessons learned in the pilot. **This is an information item.**

7:30 11. Update on Hunters Point/Candlestick Transportation Planning – INFORMATION

During December 2014, Citizens Advisory Committee member Chris Waddling requested an update on transportation planning efforts taking place around the Hunter's Point Shipyard, Candlestick Point and Executive Park developments. The Transportation Authority has and is continuing to participate in several planning efforts that would support these developments, such as the Geneva Bus Rapid Transit Study and other Bi-County Transportation Study-related efforts. At the CAC meeting, staff from the San Francisco Municipal Transportation Agency will give an update of relevant transportation projects and studies. **This is an information item.**

7:45 12. Major Capital Projects Update – I-80/Yerba Buena Island Interchange Improvement Project – INFORMATION* **111**

The Transportation Authority is working jointly with the Treasure Island Development Authority (TIDA) on the development of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project. TIDA asked the Transportation Authority, in its capacity as the Congestion Management Agency, to lead the effort to prepare and obtain approval for all required technical documentation for the I-80/YBI Interchange Improvement Project because of its expertise in funding and interacting with the California Department of Transportation (Caltrans) on design aspects of the project. The

project is funded with a combination of Federal Highway Bridge Program, State Proposition 1B Seismic Retrofit (Prop 1B) and TIDA funds. The scope of the I-80/YBI Interchange Improvement Project includes two major components: 1) The YBI Ramps Project—which includes constructing new westbound on and off ramps (on the east side of YBI) to the new Eastern Span of the San Francisco-Oakland Bay Bridge (SFOBB)—is currently in construction and scheduled for completion in August 2016; and 2) the YBI West-Side Bridges Project, which includes the seismic retrofit of the existing YBI Bridge Structures on the west side of the island, a critical component of island traffic circulation leading to and from the SFOBB. This component of the project is in the engineering phase and is scheduled to go to construction in the early 2017 time frame after the completion of the YBI Ramps project and the Caltrans SFOBB eastbound on-off ramp improvements project. **This is an information item.**

8:00 13. Introduction of New Business – INFORMATION

8:05 14. Public Comment

8:10 15. Adjournment

* Additional materials

Next Regular Meeting: February 25, 2014

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DRAFT MINUTES

CITIZENS ADVISORY COMMITTEE

December 3, 2014 MEETING

1. Committee Meeting Call to Order

The meeting was called to order by Chair Glenn Davis at 6:04 p.m. CAC members present were, Myla Ablog, Glenn Davis (Chair), Brian Larkin, John Larson, Eric Rutledge, Jacqualine Sachs, Raymon Smith, Peter Tannen, Christopher Waddling, and Wells Whitney. Transportation Authority staff members present were Drew Cooper, Amber Crabbe, Cynthia Fong, Chester Fung, Seon Joo Kim, Bob Masys, Anna LaForte, Maria Lombardo, Mike Pickford, and David Uniman.

2. Chair's Report – INFORMATION

Chair Davis reminded CAC members that election of the CAC Chair and Vice Chair take place in January. Maria Lombardo, Chief Deputy Director, announced that the Transportation Authority reached its 25th anniversary on the November election day and was planning on holding a series of celebrations throughout the upcoming year, including an appreciation gathering for past and present CAC members.

Consent Calendar

3. Approve the Minutes of the October 22, 2014 Meeting – ACTION

4. Adopt a Motion of Support for the Approval of the 2015 State and Federal Legislative Program – ACTION

5. Adopt a Motion of Support for Programming $4 million in Prop K Funds to the Quint-Jerrold Connector Road Project via a Fund Swap with an Equivalent Amount of Federal Transit Administration Funds from the Peninsula Corridor Joint Powers Board, and for Committing to Allocate the Prop K Funds for Construction of the Connector Road, with Conditions – ACTION

During public comment, Roland Lebrun pointed out that the swap was needed because the Federal Transit Administration funds could not be used for the road construction.

6. Adopt a Motion of Support to Increase the Amount of the Professional Services Contract with WMH Corporation by $5,400,000, for a Total Amount Not to Exceed $11,300,000 to Complete Preliminary Engineering, Environmental Analysis, and Design Services for the Yerba Buena Island Bridge Structures and Authorize the Executive Director to Modify Non-Material Contract Terms and Conditions – ACTION

7. Adopt a Motion of Support for Exercising the Second One-Year Option of the Memorandum of Agreement (MOA) with the Office of Economic and Workforce Development and to Increase the MOA Amount by $164,600, to a Total Amount Not to Exceed $500,000, for CityBuild Services to Promote Workforce Development for Phase II of the Presidio Parkway Project and Authorizing the Executive Director to Modify Non-

Material Agreement Terms and Conditions – ACTION

8. CAC Appointment – INFORMATION

9. Internal Accounting and Investment Report for the Three Months Ending September 30, 2014 – INFORMATION

10. Audit Report for the Fiscal Year Ended June 30, 2014 – INFORMATION

Raymon Smith moved to approve the consent calendar. Eric Rutledge seconded the motion.

The motion was approved unanimously.

End of Consent Calendar

11. Major Capital Projects Update – Caltrain Early Investment Program – INFORMATION

Luis Zurinaga, Project Management Oversight Consultant for the Transportation Authority, presented the item per the staff memorandum.

Wells Whitney asked if the Communications Based Overlay Signal System (CBOSS) and the electrified line would be useful for both Caltrain and high speed rail (HSR), and asked whether the station platform height was the only difference between the two systems as currently proposed. Mr. Zurinaga answered in the affirmative on the first two questions and for the third, responded that another potential difference between the train systems was the width of the trains. Mr. Zurinaga noted that it was critical for the California High Speed Rail Authority (CHSRA) and Caltrain to reach agreement on system compatibility.

Mr. Whitney asked about the reason for the cost increase. Mr. Zurinaga explained that at least $150 million of the cost increase could be attributed to escalation. He stated additional factors included the changing construction environment and the need to increase the project contingency.

Mr. Whitney asked who had an authority to intervene if the CHSRA and Caltrain would not reach an agreement on a compatible system. Mr. Zurinaga responded that the Secretary of the State Transportation Agency (CalSTA), Brian Kelly, was aware of the issue and tracking the discussions. Maria Lombardo, Chief Deputy Director, added that it was good news that CalSTA had recently stepped up and really should interest in this topic. She added that the public would have additional opportunities to provide input on the project at the various public meetings where Caltrain and the CHSRA presented the plans to fill the funding Caltrain gap and at upcoming hearings that have been scheduled. She listed the Peninsula Joint Powers Authority (PCJPB), San Francisco Board of Supervisors, Metropolitan Transportation Commission, Transbay Joint Powers Authority, and Transportation Authority as likely venues. She offered to bring an update back to the CAC when information became available, perhaps after some of the upcoming compatibility hearings.

Brian Larkin asked about the crux of the platform height issue between Caltrain and the CHSRA. Mr. Zurinaga explained that each agency was advocating for a system that offered the best and most cost effective options for its service, for example, considering the number of manufacturers that produced vehicles with a certain height and resultant competition for vehicle procurement contracts. Mr. Larkin stated that taxpayers would have to bear the burden of paying for an incompatible system and he spoke in strong favor of ensuring compatibility now.

Mr. Zurinaga responded each agency was in the process of analyzing the trade-offs. Ms. Lombardo noted that a condition of the recommended Prop K allocation for Caltrain's Early

Investment Program, which was part of the next agenda item, required Caltrain to provide updates at the monthly meetings of the Peninsula Corridor Working Group, made up of signatories to the regional Memorandum of Understanding, on the progress made on compatible boarding heights technical analysis being conducted jointly by Caltrain and CHSRA staff. Ms. Lombardo added that Caltrain had delayed issuing a Request for Proposals (RFP) for vehicle procurement pending the Caltrain Board taking a policy action in the March-May timeframe.

Raymon Smith asked about the cause of the delay in the project schedule, and if the delay in issuing an RFP for vehicles would further delay the overall schedule and increase the cost. Mr. Zurinaga responded that the project had been on the shelf for years until funding was available and he clarified that the new RFP schedule had been taken into consideration as part of the revised project schedule. Ms. Lombardo added that another cause of overall delay was the result of a constructability review where Caltrain had to figure out how to stage construction since it could just shut down rail service to construct the project even though that would be faster.

During public comment, Roland Lebrun stated that San Francisco did not need electrification until HSR and the Downtown Extension to the Transbay Terminal was in place.

12. Adopt a Motion of Support for the Allocation of $32,081,988 in Prop K Funds, with Conditions, and Allocation of $2,585,624 in Prop AA Funds, with Conditions, for Ten Requests, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules and Amendment of the Relevant 5-Year Prioritization Programs – ACTION

Seon Joo Kim, Senior Transportation Planner, presented the item per the staff memorandum.

Myla Ablog stated that there had been an effort to initiate pedestrian signal improvements at the intersection of Webster Street and O'Farrell Street, but that location was not included in the Prop K request for Webster Street Pedestrian Countdown Signals. Craig Raphael, Transportation Planner from the San Francisco Metropolitan Transportation Agency (SFMTA), responded that he would look into it and that SFMTA was initiating a community transportation plan in the area. Jonathan Rewers, Manager of Capital Financial Planning and Analysis for SFMTA, further explained that signal projects were prioritized based on multiple factors, including existing infrastructure and collision rates. He said that the intersection in question might be currently in the planning phase and possibly in queue for implementation after completion of the design of the signals that were subject of the current request.

Raymon Smith asked if there was a list of continental crosswalk project locations. Ms. Kim responded that such a list was on page 104 of the enclosure.

Peter Tannen asked whether the proposed cycletrack on Market Street would be constructed in both directions and whether the buses that SFMTA proposed to procure for the Van Ness BRT service would be the same as the rest of the buses. Mr. Rewers replied that the cycletrack would be for both directions. He stated that SFMTA's policy was to purchase buses that were consistent in design so that buses can be used on any route, but that the buses for the BRT service might receive branding treatment to distinguish them from regular service bus. For instance, he said that new buses had the ability to use different colors on the electronic destination signs on the front of the buses.

Peter Tannen commented regarding the Mansell Corridor project that crossing that street as a hiker or bicyclist was difficult and that this project brought worthwhile improvements to an underserved area of the city and one that doesn't have a lot of bicycle facilities.

Given the large amount of Prop K funds being requested, Mr. Eric Rutledge asked SFMTA to

elaborate on the benefits of the Muni Metro East (MME) project before the CAC is asked to approve the Prop K funding request. Mr. Rewers replied that SFMTA's Real Estate and Facilities Vision for the 21st Century had identified the need for more space to accommodate its existing and future fleet; that SFMTA would be able to deploy historic streetcars faster if they were stored at MME; and that the new facility would allow for more on-site heavy maintenance and body work that currently required light rail vehicles to be moved off-site, which was expensive and kept vehicles out of service longer.

Chris Waddling stated that residents of the Dogpatch neighborhood discussed the possibility of moving the Mission Bay Loop turnaround further down or to the MME site. Mr. Waddling observed that the MME project before the CAC never came up in the discussions with the community. He suggested that had SFMTA communicated to the public its need for the MME project, it might have supported SFMTA's position on the loop discussion and facilitated the public dialogue. Mr. Rewers acknowledged Mr. Waddling's point and replied that the Mission Bay Loop was developed as part of Central Subway to facilitate service changes and was included in the original Environmental Impact Report for the Third Street Light Rail Project. Mr. Rewers added that storage needs at the MME facility were part of the reason SFMTA did not wish to change the location of the turnaround.

Mr. Tanner commented that, as a member of the Market Street Railway, he could testify that there had been a long history of historic streetcars being stored outside, and that the canopy over the storage area would be a good development. Jacqualine Sachs stated that, as a member of the Community Advisory Group for the Third Street Light Rail, she and the group supported the Mission Bay Loop project.

Chair Davis related that, despite his initial concern about using such a large amount of Prop K funds for the MME project, Mr. Rewer's explanations clarified its appropriateness.

Wells Whitney moved to approve this item, and Jacqualine Sachs seconded the motion.

During public comment, Roland Lebrun stated that Caltrain's electrification project would be the most expensive 50 miles of electrified track in the world and said that studies from Los Angeles and the United Kingdom estimated far lower costs for their respective systems.

Ed Mason asked regarding the MME project whether there would be sufficient capacity to accommodate possible expansions of historic streetcar routes to the Fort Mason and Golden Gate Park. Mr. Rewers responded that the existing and planned facilities would be able to accommodate the currently planned maximum expansion up to 85 vehicles, but that SFMTA would face storage apacity issues to accommodate any expansion beyond the current plan.

The motion was approved unanimously.

13. **Adopt a Motion of Support for Allocating $872,859 in Prop K Funds, With Conditions, to the San Francisco Municipal Transportation Agency for Geary Bus Rapid Transit (BRT) Environmental Review and Initial Construction Phase Improvements Planning; for Authorizing the Executive Director to execute a Memorandum of Agreement with the San Francisco Planning Department for the Geary BRT Project Environmental Review Phase, in an Amount not to Exceed $139,276, and to Negotiate Agreement Payment Terms and Non-Material Agreement Terms and Conditions; and for Assigning the Professional Services Contract with Jacobs Engineering Group to CirclePoint, Increasing the Amount of the Contract by $225,000, to a Total Amount Not to Exceed $4,409,489, for Environmental Analysis Services for the Geary BRT Project Environmental Impact Report/Statement, and Authorizing the Executive Director to**

Modify Non-Material Contract Terms and Conditions – ACTION

Chester Fung, Principal Transportation Planner, presented the item per the staff memorandum.

Jacqualine Sachs asked whether the project would be light-rail-ready. Mr. Fung replied that light rail would be beneficial, and that the current BRT project would not preclude eventually getting light rail on the corridor. He noted that light rail would cost much more, likely in the billion-dollar range, and that sufficient funds were available only for BRT at the moment.

Ms. Sachs expressed concern about moving bus stops with high transfer activity, making it harder to transfer between the 38 Geary and other bus lines, and that the project needed to consider seniors and the disabled. Mr. Fung clarified that bus stops at high transfer activity locations would not be moved if that would make transfers harder, and that the bus stops would be relocated from near- to far-side only if the conditions were right for that bus stop, which was the case for lower-ridership, non-transfer locations. He noted that, in locating bus stops, the project team looked at a number of factors, including site conditions and proximity to senior centers.

Ms. Sachs asked when the light rail project would advance, noting that the Prop K expenditure plan included funds for Geary light rail but that the recent Prop K five-year prioritization programs did not include any funds to advance that project. She added that previous Geary studies, including in 1989, had recommended light rail. Mr. Fung replied that although Prop K included a BRT project and a light rail project, the light rail project was identified as a Tier 3 priority that would be pursued if the tax revenue provided sufficient amounts to fund Tier 1 and Tier 2 priorities, which had not yet been the case. He added that the previous studies had recommended further consideration of both bus and light rail improvements.

Peter Tannen asked where the transit queue-jumps would be located. Mr. Fung replied that the queue-jumps were proposed at O'Farrell Street near the Union Square area, and Geary Boulevard westbound at Masonic Avenue, locations with high right-turn volumes.

Brian Larkin asked why the City Attorney budget was much higher than the San Francisco Planning Department's budget and whether it was related to the professional services contract modifications relating to CirclePoint. Mr. Fung replied that the City Attorney budget was provided for assistance in ensuring that the environmental documentation meets California Environmental Quality Act and National Environmental Policy Act legal requirements, not related to the professional services contract. He added that attorneys cost more on an hourly basis, which was in part why the City Attorney budget was higher than for the San Francisco Planning Department.

Mr. Larkin asked about the approach to filling the project's significant funding gap. Mr. Fung replied that the project's funding plan included $44 million in Prop K funds and expected $75 million from the federal Small Starts program, leaving a funding gap. He noted that the memo identified several potential new local and regional funding sources that would be pursued after the project completed the environmental review phase. Anna LaForte, Deputy Director for Policy and Programming, potential new revenue sources could include cap and trade, a new sales tax, a vehicle license fee, and a regional toll bridge measure.

Mr. Larkin acknowledged Ms. Sachs' concerns about bus stop relocation, but expressed support for the project team's proposal to move bus stops. He asked about the proposal for Park Presidio Boulevard. Mr. Fung replied that, for the full project's Staff Recommended Alternative, the proposal was to place the bus stop in the center of Geary just east of Park Presidio Boulevard, moving it from 14th Avenue, in order to make transfers to and from the 28 19th

Avenue line easier. Mr. Larkin clarified that he wanted to know about the near-term proposal there, noting that the unloading of passengers currently did not work well with the light timing, prompting people to walk without waiting for the light to change. Mr. Fung noted that because the full project might move the bus stops to the center of the street, the near-term proposal was to minimize the work to be done there, and instead to leave the stop at its current 14th Avenue location. He added that the project team was open to considering other suggestions.

Eric Rutledge expressed support for the colorized bus lanes. He also asked how the project would approach the issue of constructing elements in the near term that would need to be demolished for the full project. Mr. Fung replied that the project team specifically considered this issue and crafted the near-term Initial Construction Phase improvements to be a subset of the full project, in order to minimize any near-term work that would need to be demolished later. He noted as examples that the colorized bus lanes and near-term bus bulbs would be constructed in the same locations they would be proposed for the full project, rather than constructing them in one place and then moving them later.

During public comment, Roland Lebrun asked how the estimate of $1 billion for light rail was arrived at, noting light rail projects in other cities that cost less on a per-mile basis. Mr. Fung noted that the recent T-Third light rail project cost was about $1 billion, providing one data point, while keeping in mind that every corridor was different.

Raymond Smith moved to approve this item, and Wells Whitney seconded the motion.

The motion was approved unanimously.

14. T-Third Phase 3 Concept Study – INFORMATION

Bob Masys, Senior Engineer, and Paul Bignardi, San Francisco Municipal Transportation Agency (SFMTA) Planner, presented the item per the staff memorandum.

Wells Whitney thanked the project team, mentioning that he was one of the advocates urging the study to take place. He stated it would be a shame to leave the hole and tunnel reaching North Beach without moving toward bringing rail service there.

Brian Larkin asked where this project falls in the Prop K program. Maria Lombardo answered that this project is not in the current Expenditure Plan, but when the Expenditure Plan becomes eligible to be modified and extended in year 20, this project could be included. The project could also be funded by a number of new and existing revenue measures, examples of which were provided in the memo.

Jacqualine Sachs asked about the genesis of the Kirkland Yard/Powell Street concept, and expressed concern about its suitability as a station site. Mr. Masys replied that the study drew from several sources, including earlier planning during Phase 2 and a more recent SPUR Charrette. He noted that the comparison of the routes was included in the report from a technical perspective so that the public and future decision-makers can be informed about the options. Ms. Sachs stated that we must prioritize our existing priority projects now if voters will be asked to extend Prop K in a few years.

Christopher Waddling expressed concern that the length of the T-line may cause the southern portion of the line to receive poor service compared to the northern portion. Mr. Masys stated that while the T-Line's central zone between Caltrain and Market Street is the area of highest ridership loads, all of the line will benefit from the high capacity and frequencies that the line will require. Mr. Bignardi noted that the zone south of Mission Bay Loop is planned to have two-car trains at peak headways between 5 and 7 minutes, which is as frequent as the highest

ridership metro lines today; this will be a large increase in capacity from present day T-Line service.

John Larson asked if there is a longer term plan to take the T-Line further west, toward the Marina, and if a one-way loop precludes that further extension. Mr. Bignardi noted that the report discusses options for further extension, and that none of the studied phase 3 alignments would preclude further extension. For example, the one-way loop could be a separate branch while a western extension joins the subway at North Beach. The desirability and details of a phase 4 would depend on the support and interests of the neighborhoods involved, but phase 3 designs could take into account further extension.

Chair Davis stated that this project will be a complex community process given the diversity of communities along the line, and encouraged constructive conversation including on topics such as raised by Mr. Waddling. Mr. Masys agreed, saying that the T-Line can serve as a spine to strengthen connections between these communities.

During public comment, Roland Lebrun stated that the study had done a lot of good work, but expressed concern about fire and life safety issues that would arise from using a one-way loop.

15. Introduction of New Business – INFORMATION

Chair Davis stated his decision not to seek reappointment to the CAC. Chris Waddling and Jacqualine Sachs expressed appreciation for Chair Davis's service on behalf of CAC members.

There was no public comment.

16. Public Comment

There was no public comment.

17. Adjournment

The meeting was adjourned at 8:10 p.m.

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San Francisco County Transportation Authority

January 2015

Bills of Interest

To view documents associated with the bill, click the bill number link. To view the bill text, click the PDF or HTML link.
Staff is recommending no new support or oppose positions this month.

Bill #	Author	Description	Status	Position	Comments
AB 2 Introduced: 12/1/2014 pdf html	Alejo D (Dist 30)	**Community revitalization authority.** Would state the intent of the Legislature to enact legislation that would authorize certain local agencies to form a community revitalization authority within a community revitalization and investment area, as defined, to carry out provisions of the Community Redevelopment Law in that area for purposes related to, among other things, infrastructure, affordable housing, and economic revitalization, and to provide for the financing of these activities by, among other things, the issuance of bonds serviced by tax increment revenues.	Assembly Print	Watch	Spot bill. The ultimate intent is for a bill that would permit the establishment of local community revitalization authorities that would finance projects using tax increment revenues.
AB 4 Introduced: 12/1/2014 pdf html	Linder R (Dist 60)	**Vehicle weight fees: transportation bond debt service.** Would, notwithstanding specified provisions or any other law, until January 1, 2020, prohibit weight fee revenues from being transferred from the State Highway Account to the Transportation Debt Service Fund, the Transportation Bond Direct Payment Account, or any other fund or account for the purpose of payment of the debt service on transportation general obligation bonds, and would also prohibit loans of weight fee revenues to the General Fund.	Assembly Print	Watch	Similar to several bills from 2014, this bill seeks to restore state truck fees to fund highway repair instead of supporting Prop. 1B bond debt service.
AB 6 Introduced: 12/1/2014 pdf html	Wilk R (Dist 38)	**Bonds: transportation: school facilities.** Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, expect as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds. These provisions would become effective only upon approval by the voters at the next statewide election.	Assembly Print	Oppose	Prohibits sale of bonds to support High-Speed Rail program. Directs unspent bond funds to retire debt from Prop 1A and would authorize use of bond proceeds for K-12 building purposes.

San Francisco County Transportation Authority

January 2015

Bill #	Author	Description	Status	Position	Comments
AB 8 Introduced: 12/1/2014 pdf html	Gatto D (Dist 43)	**Emergency services: hit-and-run incidents.** Would authorize a law enforcement agency to issue a Yellow Alert if a person has been killed or has suffered serious bodily injury due to a hit-and-run incident and the law enforcement agency has specified information concerning the suspect or the suspect's vehicle. The bill would require the Department of the California Highway Patrol to activate a Yellow Alert within the requested geographic area upon request if it concurs with the law enforcement agency that specified requirements are met.	Assembly Print	Support	This bill expands the Amber Alert system to create a new yellow alert to call attention to hit and run incidents when a person dies or suffers bodily harm.
AB 23 Introduced: 12/1/2014 pdf html	Patterson R (Dist 23)	**California Global Warming Solutions Act of 2006: market-based compliance mechanisms: exemption.** The California Global Warming Solutions Act of 2006 authorizes the State Air Resources Board to include the use of market-based compliance mechanisms. Current state board regulations require specified entities to comply with a market-based compliance mechanism beginning January 1, 2013, and require additional specified entities to comply with that market-based compliance mechanism beginning January 1, 2015. This bill would instead exempt those categories of persons or entities that did not have a compliance obligation, as defined, under a market-based compliance mechanism beginning January 1, 2013, from being subject to that market-based compliance mechanism through December 31, 2020.	Assembly Print	Oppose	This bill would postpone the effective date of the extension of Cap and Trade emission regulations from 2015 to 2020 for the transportation fuels system. The author is concerned that the public will be subject to a spike in fuel prices. However, the effect of the deferred will be to reduce Cap and Trade auction revenues.
AB 28 Introduced: 12/1/2014 pdf html	Chu D (Dist 25)	**Bicycle safety: rear lights.** Current law requires that a bicycle operated during darkness upon a highway, a sidewalk where bicycle operation is not prohibited by the local jurisdiction, or a bikeway, as defined, be equipped with a red reflector on the rear that is visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle. This bill would instead require that a bicycle operated under those circumstances be equipped with a white flashing light on the rear that is visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle, or, in lieu of the white flashing light, reflective gear worn by the bicyclist.	Assembly Print	Watch	This is a new approach to bike safety that would require reflective clothing or flashing lights in lieu of reflective lights.

San Francisco County Transportation Authority

January 2015

Bill #	Author	Description	Status	Position	Comments
AB 40 Introduced: 12/1/2014 pdf html	Ting D (Dist 19)	**Golden Gate Bridge: sidewalk fees.** Current law establishes bridge and highway districts and various regional transportation authorities and transit districts, including the Golden Gate Bridge, Highway and Transportation District, and prescribes the powers and duties of the district, including the power to fix and collect all tolls for the use of the district's property. This bill would prohibit the district from fixing or collecting any tolls or access fees for pedestrian and bicyclist use of the Golden Gate Bridge sidewalks.	Assembly Print	Watch	This measure would prohibit the Golden Gate Bridge, Highway, and Transportation District from imposing tolls or fees on pedestrian or bicyclists for use of the bridge sidewalks.
SB 1 Introduced: 12/1/2014 pdf html	Gaines R (Dist 1)	**California Global Warming Solutions Act of 2006: market-based compliance mechanisms: exemption.** The California Global Warming Solutions Act of 2006 authorizes the State Air Resources Board to include the use of market-based compliance mechanisms. Current state board regulations require specified entities to comply with a market-based compliance mechanism beginning January 1, 2013, and require additional specified entities to comply with that market-based compliance mechanism beginning January 1, 2015. This bill instead would exempt categories of persons or entities that did not have a compliance obligation, as defined, under a market-based compliance mechanism beginning January 1, 2013, from being subject to that market-based compliance mechanism.	Senate Print	Oppose	This bill would eliminate the extension of Cap and Trade emission regulations scheduled for the transportation fuels system. Differs from AB 23 as this bill permanently prohibits the Cap and Trade regulations from affecting the fuels sector.
SB 5 Introduced: 12/1/2014 pdf html	Vidak R (Dist 14)	**California Global Warming Solutions Act of 2006: market-based compliance mechanisms: exemption.** Under the California Global Warming Solutions Act of 2006, current State Air Resources Board regulations require specified entities to comply with a market-based compliance mechanism beginning January 1, 2013, and require additional specified entities to comply with that market-based compliance mechanism beginning January 1, 2015. This bill instead would exempt categories of persons or entities that did not have a compliance obligation, as defined, under a market-based compliance mechanism beginning January 1, 2013, from being subject to that market-based compliance mechanism through December 31, 2020.	Senate Print	Oppose	This bill would postpone the effective date of the extension of Cap and Trade emission regulations from 2015 to 2020 for the transportation fuels system. The author is concerned that the public will be subject to a spike in fuel prices. However, the effect of the deferred will be to reduce Cap and Trade auction revenues.

San Francisco County Transportation Authority

January 2015

Bill #	Author	Description	Status	Position	Comments
SB 8 Introduced: 12/1/2014 pdf html	Hertzberg D (Dist 18)	**Taxation.** Would state legislative findings regarding the Upward Mobility Act, key provisions of which would expand the application of the Sales and Use Tax law by imposing a tax on specified services, would enhance the state's business climate and would incentivize entrepreneurship and business creation by evaluating the Corporate Tax Law, and would examine the impacts of a lower and simpler Personal Income Tax Law.	Senate Print	Watch	Although a spot bill, this is the author's attempt to change the emphasis of California's taxation system to incorporate taxes on services.
SB 9 Introduced: 12/1/2014 pdf html	Beall D (Dist 15)	**Greenhouse Gas Reduction Fund: Transit and Intercity Rail Capital Program.** Would, under the Greenhouse Gas Reduction Fund, modify the purpose of the program to delete references to operational investments and instead provide for the funding of large, transformative capital improvements with a total cost exceeding $100,000,000. The bill would require the Transportation Agency, in prioritizing and selecting projects for funding, to consider the extent to which a project reduces greenhouse gas emissions, and would add additional factors to be considered in evaluating applications for funding. This bill contains other existing laws.	Senate Print	Watch	This bill would alter the focus for Rail and Transit Cap and Trade funds to only address large-scale transit projects that promote a direct connection to the state's High-Speed Rail System. Guidelines for expending the first $25 million in the Rail and Transit cap and trade funding category will be finalized soon; this will be followed by a competitive call for projects by the State Transportation Agency (CalSTA).
SB 16 Introduced: 12/1/2014 pdf html	Beall D (Dist 15)	**Department of Transportation (Caltrans).** Current law provides that the Caltrans has full possession and control of the state highway system. This bill would state the intent of the Legislature that the department identify savings from implementing efficiencies in its current programs and direct those resources into expanded activities for road repair and litter cleanup.	Senate Print	Watch	The author is seeking to compel Caltrans to adopt more program efficiencies and then direct the resulting savings into road repair and litter control.

Bill #	Author	Description	Status	Position	Comments
SB 39 Introduced: 12/1/2014 pdf html	Pavley D (Dist 27)	**Vehicles: high-occupancy vehicle lanes.** Current federal law, until September 30, 2017, authorizes a state to allow specified labeled vehicles to use lanes designated for high-occupancy vehicles (HOVs). This bill would increase the number of those identifiers that the DMV is authorized to issue to an unspecified amount. This bill contains other related provisions and other current laws.	Senate Print	Oppose	The bill would expand the amount of HOV lane access decals for clean vehicles. 2014 saw the number of decals permitted, increase from 40,000 to 70,000. While we are supportive of clean vehicles, this bill has the potential to add thousands of more single occupancy vehicles to Bay Area HOV lanes, many of which are already near or at capacity. We would welcome an amendment to give local jurisdictions control over whether or not to allow clean vehicles in HOV lanes.
SB 59 Introduced: 12/19/2014 pdf html	Knight R (Dist 21)	**Vehicles: high-occupancy vehicle lanes.** The bill makes technical changes to existing law which authorizes local authorities and the Department of Transportation to establish exclusive or preferential use of highway lanes for high-occupancy vehicles.	Senate Print	New – Watch	This is a spot bill that addresses the basic authority for designation of HOV Lanes. Note: The author will vacate his Senate seat when he assumes his new congressional seat this week.

Total Measures: 14

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San Francisco County Transportation Authority
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Memorandum

Date: 01.21.15

RE: Citizens Advisory Committee
January 28, 2015

To: Citizens Advisory Committee

From: Anna LaForte – Deputy Director for Policy and Programming

Subject: **ACTION** – Adopt a Motion of Support for the Adoption of the Fiscal Year 2015/16 Transportation Fund for Clean Air Local Expenditure Criteria

Summary

Transportation Fund for Clean Air (TFCA) funds come from a $4 per vehicle surcharge collected by the Department of Motor Vehicles on motor vehicle registrations in the nine-county Bay Area region. A portion of the funds (40 percent) is available to each county on a return-to-source basis from the Bay Area Air Quality Management District (Air District). These funds are used to implement strategies to improve air quality by reducing motor vehicle emissions in accordance with the Air District's Clean Air Plan. As the Program Manager for the City and County of San Francisco, the Transportation Authority is required to annually adopt Local Expenditure Criteria for the programming of the local TFCA funds. Our proposed Fiscal Year 2015/16 Local Expenditure Criteria (Attachment 1) are essentially the same as those used in past cycles and are consistent with the Air District's TFCA policies for Fiscal Year 2015/16. The criteria establish a clear prioritization methodology for applicant projects, including project types ranked by local priorities, emissions reduced, program diversity, project readiness, and past project sponsor delivery. We plan to issue the Fiscal Year 2015/16 call for projects in late February and anticipate having approximately $850,000 to program to projects. **We are seeking a motion of support for the adoption of the Fiscal Year 2015/16 TFCA Local Expenditure Criteria.**

BACKGROUND

Transportation Fund for Clean Air (TFCA) funds come from a $4 per vehicle surcharge collected by the Department of Motor Vehicles on motor vehicle registrations in the nine-county Bay Area region and are distributed by the Bay Area Air Quality Management District (Air District). These funds are used to implement strategies to improve air quality by reducing motor vehicle emissions in accordance with the Air District's Clean Air Plan.

Project sponsors can apply for TFCA funds through two separate programs: a regional program administered by the Air District, which uses 60 percent of the TFCA funds, and a local return-to-source formula program, which uses the remaining 40 percent of the funds. As the TFCA Program Manager for San Francisco, the Transportation Authority is responsible for developing a list of projects to fund with the local TFCA funds.

DISCUSSION

The purpose of this memorandum is to present our proposed Fiscal Year 2015/16 TFCA Local Expenditure Criteria and to seek a motion of support for the adoption of the criteria as presented.

TFCA regulations require that the Program Manager annually adopt Local Expenditure Criteria that will be the basis for developing a recommended project priorities list for local TFCA funds. The criteria need to be consistent with the Air District's adopted TFCA County Program Manager Fund Guidance.

Schedule: Our schedule for the Fiscal Year 2015/16 TFCA program involves Board approval of the Local Expenditure Criteria in February 2015 in order to support release of the call for projects that

same month. The proposed schedule for the upcoming call for projects is shown in Table 1 below.

Table 1. Proposed Schedule for Fiscal Year 2015/16 TFCA Call for Projects

Wednesday, January 28, 2015	Citizens Advisory Committee acts on Local Expenditure Criteria
Monday, February 10, 2015	Plans & Programs Committee recommends Local Expenditure Criteria
Tuesday, February 24, 2015	Transportation Authority Board adopts Local Expenditure Criteria Transportation Authority issues TFCA Call for Projects
Thursday, April 30, 2015	Applications due to the Transportation Authority
Wednesday, May 27, 2015	CAC acts on project priorities
Tuesday, June 16, 2015	Plans & Programs Committee recommends project priorities
Tuesday, June 23, 2015	Transportation Authority Board adopts project priorities
Estimated July/Aug 2015	Funds available to project sponsors (anticipated)

Local Expenditure Criteria: Some counties have established a complex point system for rating potential TFCA projects, while other counties have utilized a general policy with a set of priorities. As a combined City and County, San Francisco does not have multiple jurisdictions applying for funds; however, there is considerable diversity in the types of projects initiated in the county. Compared to more auto-oriented counties, the revenue that San Francisco receives from this program (approximately $740,000 in new revenues annually) is relatively small and can normally fund only a few (e.g., six to ten) projects.

Our assessment is that over time the Transportation Authority has been better served by not assigning a point system to evaluate applications. Our experience with previous application cycles shows that the projected TFCA revenues generally are sufficient to fund the majority of the projects that satisfy all of the TFCA eligibility requirements established by the Air District, including a requirement that each project must achieve a cost effectiveness ratio as established in the adopted TFCA County Program Manager Fund Guidance.

As in prior years, only applicant projects that meet all of the Air District's TFCA eligibility requirements will be prioritized for funding using the Transportation Authority's Local Expenditure Criteria. Our proposed Fiscal Year 2015/16 Local Expenditure Criteria, shown in Attachment 1, are essentially the same as those used in previous years. They include consideration of the following factors:

- Project type
- Cost effectiveness
- Project delivery
- Program diversity
- Other considerations (i.e., the project sponsor's recent track record in delivering TFCA projects).

We provided input to the Air District on the its draft TFCA Fiscal Year 2015/16 policies, working with the Transportation Authority's Technical Working Group and the other Bay Area Congestion Management Agencies (CMAs). The Air District's final TFCA Fiscal Year 2015/16 policies shown in Attachment 2 incorporate several revisions. Examples include:

- Shuttles must operate on regular routes and cannot duplicate existing transit service (with limits and exceptions based on distance to existing transit stops and frequency of service) or transit service that existed along the route within the last three years;
- Bike share projects may apply for a project period of up to five years, increased from the standard two years for TFCA projects;
- Vehicle retrofits (e.g. after-market plug-in hybrid systems) that result in reduced petroleum use are no longer eligible;
- TFCA funds may not exceed the cost difference between conventional and low/zero emissions vehicles after all rebates are factored; and
- Changes to cost-effectiveness (CE) ratio requirements for certain project types. Projects must achieve TFCA CE, on an individual project basis, equal to or less than $90,000 of TFCA funds per ton of total emissions reduced, unless a different value is specified in the policy for that project type. Different CE values include:
    - $125,000 for existing shuttles operations projects;
    - $125,000 to $500,000 for pilot shuttles operations projects depending on year of operation and whether the project is located in a Highly Impacted Community[1]; and
    - $500,000 for bikeshare projects.

We continue to work with the Air District and other CMAs to improve the TFCA program's effectiveness at achieving air quality benefits, decrease its administrative burden, and allow the CMAs more flexibility to address each county's unique air quality challenges and preferred methods of mitigating mobile source emissions.

ALTERNATIVES

1. Adopt a motion of support for the adoption of the Fiscal Year 2015/16 TFCA Local Expenditure Criteria, as requested.
2. Adopt a motion of support for the adoption of the Fiscal Year 2015/16 TFCA Local Expenditure Criteria, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

Approval of the Local Expenditure Criteria will not have any impact on the Transportation Authority's adopted Fiscal Year 2014/2015 budget, but it will allow the Transportation Authority to apply for approximately $850,000 (including estimated de-obligations) in Fiscal Year 2015/2016 local TFCA funds that can then be programmed to eligible San Francisco projects. These funds will be incorporated into the Fiscal Year 2015/2016 budget.

RECOMMENDATION

Adopt a motion of support for the adoption of the Fiscal Year 2015/16 TFCA Local Expenditure Criteria.

[1] Community Air Risk Evaluation (CARE) Program and/or a Planned or Potential Priority Development Area (PDA)

Attachments (2):

1. Draft Fiscal Year 2015/2016 TFCA Local Expenditure Criteria
2. County Program Manager Fund Expenditure Plan Guidance – Fiscal Year Ending 2016

San Francisco County Transportation Authority

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Attachment 1

Fiscal Year 2015/16 Transportation Fund for Clean Air (TFCA)

DRAFT LOCAL EXPENDITURE CRITERIA

The following are the Fiscal Year 2015/16 Local Expenditure Criteria for San Francisco's TFCA County Program Manager Funds.

ELIGIBILITY SCREENING

In order for projects to be considered for funding, they must meet the eligibility requirements established by the Air District's TFCA County Program Manager Fund Policies for Fiscal Year 2015/16. Consistent with the policies, a key factor in determining eligibility is a project's cost effectiveness (CE) ratio. The TFCA CE ratio is designed to measure the cost effectiveness of a project in reducing motor vehicle air pollutant emissions and to encourage projects that contribute funding from non-TFCA sources. TFCA funds budgeted for the project (both Regional Funds and County Program Manager Funds combined) are divided by the project's estimated emissions reduction. The estimated reduction is the weighted sum of reactive organic gases (ROG), oxides of nitrogen (NOx), and particulate matter (PM) emissions that will be reduced over the effective life of the project, as defined by the Air District's adopted TFCA County Program Manager Fund Guidance.

TFCA CE is calculated by inputting information provided by the applicant into the Air District's CE worksheets. Transportation Authority staff will be available to assist project sponsors with these calculations, and will work with Air District staff and the project sponsors as needed to verify reasonableness of input variables. The worksheets also calculate reductions in carbon dioxide (CO_2) emissions, which are not included in the Air District's official CE calculations, but which the Transportation Authority considers in its project prioritization process.

Consistent with the TFCA County Program Manager Fund Guidance, in order to be eligible for Fiscal Year 2015/16 TFCA funds, a project must meet the CE ratio for emissions (i.e., ROG, NOx, and PM) reductions as established in the adopted Guidance for each project type. Projects that do not meet this threshold cannot be considered for funding.

PROJECT PRIORITIZATION

Candidate projects that meet the CE thresholds will be prioritized for funding based on the two-step process described below:

Step 1 – TFCA funds are programmed to eligible projects, prioritized using the Transportation Authority Board-adopted Local Priorities (see next page).

Step 2 – If there are TFCA funds left unprogrammed after Step 1, the Transportation Authority will work with project sponsors to develop additional TFCA candidate projects. This may include refinement of projects that were submitted for Step 1, but were not deemed eligible, as well as new projects. This approach is in response to an Air District policy that does not allow County Program Managers to rollover any unprogrammed funds to the next year's funding cycle. If Fiscal Year 2015/16 funds are not programmed by November 2015, funds can be redirected (potentially to non-San

Francisco projects) at the Air District's discretion. New candidate projects must meet all of the TFCA eligibility requirements, and will be prioritized based on the Transportation Authority Board's adopted Local Priorities.

Local Priorities

The Transportation Authority's Local Priorities for prioritizing TFCA funds include the following factors:

Project Type – In order of priority:

1) Zero emissions non-vehicle projects including, but not limited to, bicycle and pedestrian facility improvements, capital bikeshare projects, transit priority projects, traffic calming projects, and transportation demand management projects;
2) Shuttle services that reduce vehicle miles traveled (VMT);
3) Alternative fuel vehicles and alternative fuel infrastructure; and
4) Any other eligible project.

Emissions Reduced and CE – Priority will be given to projects that achieve high CE (i.e. a low cost per ton of emissions reduced) compared to other applicant projects. The Air District's CE worksheet predicts the amount of reductions each project will achieve in ROG, NOx, PM, and CO_2 emissions. However, the Air District's calculation only includes the reductions in ROG, NOx, and PM per TFCA dollar spent on the project. The Transportation Authority will also give priority to projects that achieve high CE for CO_2 emission reductions based on data available from the Air District's CE worksheets. The reduction of transportation-related CO_2 emissions is consistent with the City and County of San Francisco's 2004 *Climate Action Plan for San Francisco*.

Project Delivery – Priority will be given to projects that are ready to proceed and have a realistic implementation schedule, budget, and funding package. Projects that cannot realistically commence in calendar year 2016 or earlier (e.g. to order or accept delivery of vehicles or equipment, begin delivery of service, award a construction contract, start the first TFCA-funded phase of the project) and be completed within a two-year period will have lower priority. Project sponsors may be advised to resubmit these projects for a future TFCA programming cycle.

Program Diversity – Promotion of innovative TFCA projects in San Francisco has resulted in increased visibility for the program and offered a good testing ground for new approaches to reducing motor vehicle emissions. Using the project type criteria established above, the Transportation Authority will continue to develop an annual program that contains a diversity of project types and approaches and serves multiple constituencies. The Transportation Authority believes that this diversity contributes significantly to public acceptance of and support for the TFCA program.

Other Considerations – Projects that are ranked high in accordance with the above local expenditure criteria may be lowered in priority or restricted from receiving TFCA funds if either of the following conditions applies or has applied during Fiscal Years 2013/14 or 2014/15:

- **Monitoring and Reporting** – Project sponsor has failed to fulfill monitoring and reporting requirements for any previously funded TFCA project.
- **Implementation of Prior Project(s)** – Project sponsor has a signed Funding Agreement for a TFCA project that has not shown sufficient progress; the project sponsor has not implemented the project by the project completion date without formally receiving a time extension from the Authority; or the project sponsor has violated the terms of the funding agreement.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

County Program Manager Fund Expenditure Plan Guidance

For

Fiscal Year Ending 2016

Transportation Fund for Clean Air

Bay Area Air Quality Management District

939 Ellis Street, San Francisco, CA 94109

December 5, 2014

Revised: December 19, 2014

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Reporting Schedule for Fiscal Year Ending (FYE) 2016

The following is the schedule of items that must be submitted by the County Program Manager to the Air District:

- ❑ **March 3, 2015 - Expenditure Plan application for fiscal year ending (FYE) 2016** - The application must include:
  - Summary Information Form, signed and dated by County Program Manager's Executive Director
  - Summary Information Addendum Form (if applicable)

- ❑ **Within 6 months of Air District Board of Director's approval of allocation, and within 3 months for projects that do not conform to all TFCA Polices**:

  For each project:
  - Project Information Form (sample can be found in Appendix G)
  - Cost-effectiveness Worksheet (instructions can found in Appendix H)

- ❑ **Every May 31** (See Page 9)
  - **Funding Status Report Form –** Include all open projects and projects closed since July 1.
  - **Final Report Form** – For projects closed July 1-December 31 (and optionally those closing later), submit both a Final Report Form and a final Cost-effectiveness Worksheet.

- ❑ **Every October 31** (See Page 9)
  - **Interim Project Report Form** – Submit this form for every open project.
  - **Funding Status Report Form –** Include all open projects and projects closed since January 1.
  - **Final Report Form –** For projects closed January 1-June 30 (and optionally those closing later), submit both a Final Report Form and a final Cost-effectiveness Worksheet.

Note: Items due on dates that fall on weekends or on State/Federal holidays are due on the next following business day.

Transportation Fund for Clean Air (TFCA)

Introduction

On-road motor vehicles, including cars, trucks, and buses, constitute the most significant source of air pollution in the Bay Area. Vehicle emissions represent the largest contributor to unhealthful levels of ozone (summertime "smog") and particulate matter.

To protect public health, the State Legislature enacted the California Clean Air Act in 1988. Pursuant to this law, the Bay Area Air Quality Management District (Air District) has adopted the *2010 Clean Air Plan (CAP)*, which describes how the region will work toward compliance with State and Federal ambient air quality standards and make progress on climate protection. To reduce emissions from motor vehicles, the *2010 CAP* includes transportation control measures (TCMs) and mobile source measures (MSMs). A TCM is defined as "any strategy to reduce vehicle trips, vehicle use, vehicle miles traveled, vehicle idling, or traffic congestion for the purpose of reducing motor vehicle emissions." MSMs encourage the retirement of older, more polluting vehicles and the introduction of newer, less polluting motor vehicle technologies.

The TFCA Program

To fund the implementation of TCMs and MSMs, the State Legislature authorized the Air District to impose a $4 surcharge on motor vehicle registration fees paid within the nine-county Bay Area. These revenues are allocated by the Air District through the Transportation Fund for Clean Air (TFCA). TFCA grants are awarded to public and private entities to implement eligible projects.

TFCA-funded projects have many benefits, including the following:

- √ Reducing air pollution, including air toxics such as benzene and diesel particulates
- √ Conserving energy and helping to reduce greenhouse gas emissions
- √ Improving water quality by decreasing contaminated runoff from roadways
- √ Improving transportation options
- √ Reducing traffic congestion

Forty percent (40%) of these funds are allocated to a designated county program manager within each of the nine counties within the Air District's jurisdiction. This allocation is referred to as the TFCA County Program Manager Fund. The remaining sixty percent (60%) of these funds are directed to Air District-sponsored programs and to Air District-administered TFCA Regional Fund.

This document provides guidance on the expenditure of the 40% of TFCA funding provided to the County Program Managers.

Eligible TFCA Project Types

TFCA legislation requires that projects meet eligibility requirements, as described in the California Health and Safety Code (HSC) Section 44241. The following is a complete list of mobile source and transportation control project types authorized under the California HSC Section 44241(b):

1. The implementation of ridesharing programs;
2. The purchase or lease of clean fuel buses for school districts and transit operators;
3. The provision of local feeder bus or shuttle service to rail and ferry stations and to airports;
4. Implementation and maintenance of local arterial traffic management, including, but not limited to, signal timing, transit signal preemption, bus stop relocation and "smart streets;"
5. Implementation of rail-bus integration and regional transit information systems;
6. Implementation of demonstration projects in telecommuting and in congestion pricing of highways, bridges, and public transit;
7. Implementation of vehicle-based projects to reduce mobile source emissions, including, but not limited to, engine repowers, engine retrofits, fleet modernization, alternative fuels, and advanced technology demonstrations;
8. Implementation of a smoking vehicles program;
9. Implementation of an automobile buy-back scrappage program operated by a governmental agency;
10. Implementation of bicycle facility improvement projects that are included in an adopted countywide bicycle plan or congestion management program; and
11. The design and construction by local public agencies of physical improvements that support development projects that achieve motor vehicle emission reductions. The projects and the physical improvements shall be identified in an approved area-specific plan, redevelopment plan, general plan, or other similar plan.

TFCA funds may not be used for:

- *Planning activities that are not directly related to the implementation of a specific project; or*
- *The purchase of personal computing equipment for an individual's home use.*

TFCA County Program Manager Fund

Roles and Responsibilities

County Program Manager—Each County Program Manager is required to:

1. Administer funding in accordance with applicable legislation, including HSC Sections 44233, 44241, and 44242, and with Air District Board-Adopted TFCA County Program Manager Fund Policies for FYE 2016 (found in Appendix D).
2. Hold one or more public meetings each year:
    a. To adopt criteria for the expenditure of the funds (criteria must include the Air District Board-Approved TFCA County Program Manager Fund Policies), and
    b. To review the expenditure of revenues received.
3. Prepare and submit Expenditure Plan Applications, Project Information Forms, Cost-effectiveness Worksheets, Funding Status Reports, Interim Project Reports, and Final Reports.
4. Provide funds only to projects that comply with the Air District Board-Approved Policies and/or have received Air District Board of Director's approval for award.
5. Encumber and expend funds within two years of the receipt of funds, unless an application for funds states that the project will take a longer period of time to implement and an extension is approved by the Air District or the County Program Manager, or unless the time is subsequently extended if the recipient requests an extension and the County Program Manager finds that significant progress has been made on the project.
6. Limit administrative costs in handing of TFCA funds to no more than five (5) percent of the funds received.
7. Allocate (program) all new TFCA funds within six months of the date of the Air District Board of Director's approval of the Expenditure Plan.
8. Provide information to the Air District and to auditors on the expenditures of TFCA funds.

Air District—The Air District is required to:

1. Hold a public hearing to:
    a. Adopt cost-effectiveness criteria that projects and programs are required to meet. Criteria shall maximize emission reductions and public health benefits; and
    b. Allocate County Program share of DMV fee revenues.
2. Provide guidance, offer technical support, and hold workshops on program requirements, including cost-effectiveness.
3. Review Expenditure Plan Applications, Cost-effectiveness Worksheets, Project Information Forms, Funding Status Reports, Interim Project Reports and Final Reports.
4. Re-distribute unallocated TFCA County Program Manager Funds.
5. Limit TFCA administrative costs to a maximum of five percent (5%).
6. Conduct audits of TFCA programs and projects.
7. Hold a public hearing in the case of any misappropriation of revenue.

Attributes of Cost-Effective Projects

- √ Project purchases or provides service using best available technology or cleanest vehicle (e.g., achieves significant petroleum reduction, utilizes vehicles that have 2010 and newer engines, is not a Family Emission Limit (FEL) engine, and/or have zero tailpipe emissions).
- √ Project is delivered or placed into service within one year and/or significantly in advance of regulatory changes (e.g., lower engine emission standards).
- √ Project requests relatively low amount of TFCA funds; Grantee provides significant matching funds.
- √ The following are additional attributes of cost-effective projects for specific project categories:
    - For shuttle/feeder bus service and ridesharing projects:
        - Project provides service to relatively large % of riders/participants that otherwise would have driven alone over a long distance.
        - Shuttle provides "first and last mile" connection between employers and transit.
        - Shuttle operates on a route (service and non-service miles) that is relatively short in distance.
    - For vehicle-based projects:
        - Vehicle has high operational use, annual mileage, and/or fuel consumption (e.g., taxis, transit fleets, utility vehicles).
    - For arterial management and smart growth projects:
        - Pre- and post-project counts demonstrate high usage and potential to affect mode or behavior shift that reduces emissions.
        - Project demonstrates a strong potential to reduce motor vehicle trips by significantly improving mobility via walking, bicycling, and improving transit.
        - Project is located along high volume transit corridors and/or is near major activity centers such as schools, transit centers, civic or retail centers.
        - Project is associated with a multi-modal transit center, supports high-density mixed-use development or communities.

Program Schedule

Program Schedule for the FYE 2016 Cycle (*County Program Manager deadlines are italicized*)

December 5, 2014	Expenditure Plan Application Guidance issued by Air District, including funding estimates
March 3, 2015	*Deadline for County Program Managers to submit Expenditure Plan application*
April 24, 2015	Proposed Expenditure Plan funding allocations reviewed by Air District Mobile Source Committee (tentative)
May 7, 2015	Expenditure Plan funding allocations considered for approval by Air District Board of Directors (tentative)
May 14, 2015	Air District provides Funding Agreements for funding allocations to County Program Managers for signature (tentative)
May 31, 2015	*Funding Status Report and Final Reports due for projects from FYE 2015 and prior years*
August 7, 2015	*Deadline: Within three months of Board approval, County Program Manager submits request for Air District approval of any projects that do not conform to TFCA policies (tentative)*
October 31, 2015	*Funding Status Report, Interim Project Reports, and Final Reports due for projects from FYE 2015 and prior years*
November 7, 2015	*Deadline: Within six months of Board approval, County Program Manager provides Cost-effectiveness Worksheets and Project Information Forms for new projects and programming (tentative)*
May 31, 2016	*Funding Status Report and Final Reports due for projects from FYE 2016 and prior years*

Expenditure Plan Application Process

By December 5, 2014, the Air District will email County Program Managers the Summary Information Form and Summary Information - Addendum Form (i.e., the Expenditure Plan application materials). These forms must be completed by the County Program Manager and returned to the Air District as indicated below. See Appendix B for examples of these forms.

Expenditure Plans are due Monday, March 3, 2015 and must be submitted in hard copy by mail or delivery service to:

Karen Schkolnick, Strategic Incentives Division
Bay Area Air Quality Management District
Strategic Incentives Division
939 Ellis Street
San Francisco, CA 94109

Materials sent to the Air District via fax will not be accepted.

Programming of Funds

County Program Managers must allocate (program) TFCA County Program Manager funds within *six months* of Air District Board approval of a County Program Manager's Expenditure Plan and submit a hard copy of: 1) the Cost-effectiveness Worksheet and 2) the Project Information Form for each new project or supplemental allocation to an existing project.

Policy #3 provides a mechanism for consideration of projects that are authorized in the TFCA legislation and meet the cost-effectiveness requirement for that project type, but are in some way inconsistent with the current-year TFCA County Program Manager Policies. To request that such a project be considered for approval by the Air District, County Program Managers must submit a Cost-effectiveness Worksheet, Project Information Form, and supporting documentation to the Air District for review no later than *three months* after Air District Board's approval of the Expenditure Plan. (See the Program Schedule section for further details.)

Project Information and Reporting Forms

The following Air District approved forms will be posted on the Air District's website at: http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/TFCA/County-Program-Manager-Fund.aspx.

- **Cost-effectiveness Worksheet (due within 6 months of Air District Board approval of Expenditure Plan, and for FYE 2015 and prior year projects, with the Final Report; see Appendix H)**

  The purpose of the Cost-effectiveness Worksheet is to calculate estimated (pre-project) and realized (post-project) emissions reduced for each project, and compare the emissions reductions to the TFCA funds invested. County Program Managers must submit a worksheet for each new project and must ensure that the TFCA cost-effectiveness is equal to or less than $90,000 in TFCA funds per ton of emissions reduced (i.e., reactive organic gases (ROG), oxides of nitrogen (NO_x) and weighted particulate matter (PM)), **unless a different value is specified for that project type** in the Policies.

  County Program Managers must submit a Cost-effectiveness Worksheet in MS Excel format for each project to the Air District pre- and post-project.

  - **For projects that provide a service** (e.g., ridesharing, shuttle, bike share projects), post-project evaluations should be completed using the Cost-Effectiveness Worksheet version from the ***year of the project's start date*** (which may be the same as the pre-application Cost-effectiveness Worksheet).
  - **For all other projects**, post-project evaluations should be completed using the ***most recent version*** of the Cost-effectiveness Worksheet for the year the project was completed.

  Instructions for completing the worksheets are found in Appendix H. If you do not use the Air District's default guidelines to determine a project's cost-effectiveness you must provide documentation and information to support alternate values and assumptions to the Air District for review and evaluation.

- **Project Information Form (due within 6 months of Air District Board approval of Expenditure Plan; see Appendix G)**

The primary purpose of the Project Information Form is to provide a description of each project funded and other applicable (including technical) information that is not captured in the Cost-effectiveness Worksheet. A copy of this form and instructions for completing it are found in Appendix G. Project Information Forms must be submitted in MS Word for each new project funded and a revised Project Information Form must be submitted whenever changes are approved by the County Program Manager that affect the information stated on this form.

- **Biannual Funding Status Report Form (due October 31 and May 31; see Appendix C)**

  This form is used to provide an update on all open and recently closed projects (closed since January 1 for the October 31 report and closed since July 1 for the May 31 report) and report any changes in status for all projects, including cancelled, completed under budget, received supplemental funding, or received a time extension during the previous six months. A copy of this form is attached in Appendix C.

- **Final Report Form (due October 31 and May 31; tentatively available August 2015)**

  A Final Report Form is due at the conclusion of every project. These forms are available for download from the TFCA County Program Manager website. The Final Report Forms are specific to each type of project. Final Report Forms are due to the Air District semi-annually as follows:

  - ***Due October 31:*** *Projects that closed Jan 1–Jun 30 (and optionally those closing later)*
  - ***Due May 31:*** *Projects that closed Jul 1–Dec 31 (and optionally those closing later)*

  Note, in previous years these report forms were titled "Project Monitoring Forms".

- **Annual Interim Project Report Form (due October 31; tentatively available August 2015)**

  For each active/open project, an Interim Project Report Form is due annually on October 31. These forms are available for download from the TFCA County Program Manager website. This report provides status information on project progress and fund usage. (Note, in previous years these report forms were titled "Project Status Reporting Forms".)

  County Program Managers may also choose to require additional reports of Grantees.

Additional Information

Workshops, Support, and Assistance

Air District staff is available to assist with TFCA project cost-effectiveness analysis, workshops for Grantees, and outreach for TFCA projects. County Program Managers are urged to consult with Air District staff when evaluating complex projects (such as bike share, vehicle, and vehicle infrastructure projects requiring the evaluation of emission reductions beyond those required by regulations) or when using cost-effectiveness assumptions other than those provided by the Air District in this Guidance. Consulting with the Air District prior to awarding funds minimizes the potential for both funding projects that are not eligible for TFCA funds and awarding more funding to a project than it is eligible for. Please contact us and let us know how we can assist you.

Air District Contact

Please direct questions to: Linda Hui, Administrative Analyst, (415) 749-4796, lhui@baaqmd.gov

Appendix A: Guidelines for Eligible TFCA Reimbursable Costs

The TFCA-enabling legislation allows vehicle registration fees collected for the program to be used for project implementation costs, as well as administrative project costs. This appendix provides guidance on differentiating and reporting these costs. The Air District will use the definitions and interpretations discussed below in the financial accounting of the TFCA program. The Air District conducts audits on TFCA-funded projects to ensure that the funds have been spent in accordance with the program guidelines and policies.

Project Implementation Costs

Project implementation costs are charges associated with implementing a TFCA-funded project including:

- Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to implementation of the TFCA project;
- Capital equipment and installation costs;
- Shuttle driver labor and equipment maintenance costs;
- Contractor labor charges related to the TFCA project;
- Travel, training, and associated personnel costs that are directly related to the implementation of the TFCA-funded project (e.g., the cost of training mechanics to service TFCA-funded natural gas clean air vehicles); and
- Indirect costs associated with implementing the project, including reasonable overhead costs incurred to provide a physical place of work (e.g., rent, utilities, office supplies), general support services (e.g., payroll, reproduction), and managerial oversight.

Administrative Project Costs

Administrative project costs are costs associated with the administration of a TFCA project, and do not include project capital or operating costs, as discussed above. Administrative project costs that are reimbursable to a Grantee are limited to a maximum of five percent (5%) of the total TFCA funds received.

Administrative project costs are limited to the following activities that have documented hourly labor and overhead costs (salaries, wages, and benefits). Hourly labor charges must be expressed on the basis of hours worked on the TFCA project.

- Costs associated with administering the TFCA Funding Agreement (e.g., responding to requests for information from Air District and processing amendments). Note that costs incurred in the preparation of a TFCA application or costs incurred prior to the execution of the Funding Agreement are not eligible for reimbursement;
- Accounting for TFCA funds; and
- Fulfilling all monitoring, reporting, and record-keeping requirements specified in the TFCA Funding Agreement, including the preparation of reports, invoices, and final reports.

Additionally, documented indirect administrative costs associated with administrating the project, including reasonable overhead costs of utilities, office supplies, reproduction and managerial oversight are also eligible.

The project implementation and administrative project costs that are approved by the County Program Manager shall be described in a Funding Agreement. The Grantee may seek reimbursement for project implementation and administrative project costs by providing proper documentation with project invoices. Documentation for these costs will show how these costs were calculated, for example, by listing the date when the hours were worked, employees' job titles, employees' hourly pay rates, tasks being charged, and total charges. Documentation of hourly charges may be provided with time sheets or any other generally accepted accounting method to allocate and document staff time.

SUMMARY INFORMATION

County Program Manager Agency Name: _____

Address: _____

PART A: NEW TFCA FUNDS

1. Estimated FYE 2016 DMV revenues (based on projected CY2014 revenues): Line 1: _____
2. Difference between prior-year estimate and actual revenue: Line 2: _____
   a. Actual FYE 2014 DMV revenues (based on CY2013): _____
   b. Estimated FYE 2014 DMV revenues (based on CY2013): _____
   ('a' minus 'b' equals Line 2.)
3. Estimated New Allocation *(Sum of Lines 1 and 2)*: Line 3: _____
4. Interest income. List interest earned on TFCA funds in calendar year 2014. Line 4: _____
5. Estimated TFCA funds budgeted for administration:[1] Line 5: _____
   (Note: This amount may not exceed 5% of Line 3.)
6. **Total new TFCA funds available in FYE 2016 for projects and administration Line 6:** _____
   (Add Lines 3 and 4. These funds are subject to the six-month allocation deadline.)

PART B: TFCA FUNDS AVAILABLE FOR REPROGRAMMING

7. **Total amount from previously funded projects available for reprogramming to other projects.** (*Enter zero (0) if none.)* **Line 7:** _____
   (Note: Reprogrammed funds originating from pre-2006 projects are not subject to the six-month allocation deadline.)

PART C: TOTAL AVAILABLE TFCA FUNDS

8. **Total Available TFCA Funds** *(Sum of Lines 6 and 7)* **Line 8:** _____
9. Estimated Total TFCA funds available for projects *(Line 8 minus Line 5)* Line 9: _____

I certify that, to the best of my knowledge, the information contained in this application is complete and accurate.

Executive Director Signature: _____ Date: _____

[1] The "Estimated TFCA funds budgeted for administration" amount is listed for informational purposes only. Per California Health and Safety Code Section 44233, County Program Managers must limit their administrative costs to no more than 5% of the actual total revenue received from the Air District.

SUMMARY INFORMATION - ADDENDUM

Complete if there are TFCA Funds available for reprogramming.

Project #	Project Sponsor/ Grantee	Project Name	$ TFCA Funds Allocated	$ TFCA Funds Expended	$ TFCA Funds Available	Code*

TOTAL TFCA FUNDS AVAILABLE FOR REPROGRAMMING $_____

(Enter this amount in Part B, Line 7 of Summary Information form)

** Enter UB (for projects that were completed under budget) and CP (for cancelled project).*

Appendix C: Funding Status Report Form

County Program Manager: _____ **Report Period:** ☐ *May 31st* ☒ *Oct. 31st*

Date: _____

CP	Cancelled Project		Update by CMA
UB	Cmpl Under Budget		From Air District Database
Column A	Funds received should be listed as a negative; a balance from closure under budget listed as a positive		
Column B	100% = All components/reports completed, approved and $ paid out 90% = All components completed; $ paid out; awaiting Final Report		

Please provide any updated information in the yellow columns. If you update other cells, please shade them yellow as well.

					A				B						
TFCA Project #	Project Title	Project Sponsor	Current TFCA Funds Awarded	Current TFCA Funds Awarded per CMA Update	Funds from CP/UB	TFCA$ Reprgm to Project# or FY	TFCA$ Paid Out To Date	TFCA$ Paid Out per CMA Update	% Cmpl	% Cmpl per CMA Update	Project Completion Date	Project Completion Date per CMA Update	Final Rpt Due to CMA per Agrmnt	Final Rpt Due Date requested by CMA	Comments

I _____(print name), certify that the information provided is complete and correct; and that if any extensions have been approved, that significant progress has been made on the project(s) for which the funds were granted, pursuant to HSC 44242(d).

_____(Signature)
County Program Manager Liaison

Appendix D: Board-Adopted TFCA County Program Manager Fund Policies for FYE 2016

Adopted November 17, 2014

The following Policies apply only to the Transportation Fund for Clean Air (TFCA) County Program Manager Fund.

BASIC ELIGIBILITY

1. **Reduction of Emissions**: Only projects that result in the reduction of motor vehicle emissions within the Air District's jurisdiction are eligible.

   Projects must conform to the provisions of the California Health and Safety Code (HSC) sections 44220 et seq. and these Air District Board of Directors adopted TFCA County Program Manager Fund Policies for FYE 2016.

   Projects must achieve surplus emission reductions, i.e., reductions that are beyond what is required through regulations, ordinances, contracts, and other legally binding obligations at the time of the execution of a grant agreement between the County Program Manager and the grantee. Projects must also achieve surplus emission reductions at the time of an amendment to a grant agreement if the amendment modifies the project scope or extends the project completion deadline.

2. **TFCA Cost-Effectiveness:** Projects must achieve TFCA cost-effectiveness, on an individual project basis, equal to or less than $90,000 of TFCA funds per ton of total emissions reduced, unless a different value is specified in the policy for that project type. (See "Eligible Project Categories" below.) Cost-effectiveness is based on the ratio of TFCA funds divided by the sum total tons of reactive organic gases (ROG), oxides of nitrogen (NOx), and weighted particulate matter 10 microns in diameter and smaller (PM10) reduced ($/ton). All TFCA-generated funds (e.g., TFCA Regional Funds, reprogrammed TFCA funds) that are awarded or applied to a project must be included in the evaluation. For projects that involve more than one independent component (e.g., more than one vehicle purchased, more than one shuttle route), each component must achieve this cost-effectiveness requirement.

   County Program Manager administrative costs are excluded from the calculation of a project's TFCA cost-effectiveness.

3. **Eligible Projects and Case-by-Case Approval**: Eligible projects are those that conform to the provisions of the HSC section 44241, Air District Board adopted policies and Air District guidance. On a case-by-case basis, County Program Managers must receive approval by the Air District for projects that are authorized by the HSC section 44241 and achieve Board-adopted TFCA cost-effectiveness but do not fully meet other Board-adopted Policies.

4. **Consistent with Existing Plans and Programs:** All projects must comply with the transportation control measures and mobile source measures included in the Air District's most recently approved plan for achieving and maintaining State and national ambient air quality standards,

which are adopted pursuant to HSC sections 40233, 40717 and 40919, and, when specified, with other adopted State, regional, and local plans and programs.

5. **Eligible Recipients:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing with the Air District (Policy #8).

   A. Public agencies are eligible to apply for all project categories.

   B. Non-public entities are only eligible to apply for new alternative-fuel (light, medium, and heavy-duty) vehicle and infrastructure projects, and advanced technology demonstrations that are permitted pursuant to HSC section 44241(b)(7).

6. **Readiness:** Projects must commence by the end of calendar year 2016. "Commence" includes any preparatory actions in connection with the project's operation or implementation. For purposes of this policy, "commence" can mean the issuance of a purchase order to secure project vehicles and equipment, commencement of shuttle/feeder bus and ridesharing service, or the delivery of the award letter for a construction contract.

7. **Maximum Two Years Operating Costs:** Projects that provide a service, such as ridesharing programs and shuttle and feeder bus projects, are eligible to apply for a period of up to two (2) years, except for bike share projects, which are eligible to apply for a period of up to five (5) years. Grant applicants that seek TFCA funds for additional years must reapply for funding in the subsequent funding cycles.

APPLICANT IN GOOD STANDING

8. **Independent Air District Audit Findings and Determinations:** Grantees who have failed either the fiscal audit or the performance audit for a prior TFCA-funded project awarded by either County Program Managers or the Air District are excluded from receiving an award of any TFCA funds for five (5) years from the date of the Air District's final audit determination in accordance with HSC section 44242, or duration determined by the Air District Air Pollution Control Officer (APCO). Existing TFCA funds already awarded to the project sponsor will not be released until all audit recommendations and remedies have been satisfactorily implemented. A failed fiscal audit means a final audit report that includes an uncorrected audit finding that confirms an ineligible expenditure of TFCA funds. A failed performance audit means that the program or project was not implemented in accordance with the applicable Funding Agreement or grant agreement.

   A failed fiscal or performance audit of the County Program Manager or its grantee may subject the County Program Manager to a reduction of future revenue in an amount equal to the amount which was inappropriately expended pursuant to the provisions of HSC section 44242(c)(3).

9. **Authorization for County Program Manager to Proceed**: Only a fully executed Funding Agreement (i.e., signed by both the Air District and the County Program Manager) constitutes the Air District's award of County Program Manager Funds. County Program Managers may only incur costs (i.e., contractually obligate itself to allocate County Program Manager Funds) after the Funding Agreement with the Air District has been executed.

10. **Insurance:** Both the County Program Manager and each grantee must maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific

projects, with required coverage amounts provided in Air District guidance and final amounts specified in the respective grant agreements.

INELIGIBLE PROJECTS

11. **Duplication:** Grant applications for projects that provide additional TFCA funding for existing TFCA-funded projects (e.g., Bicycle Facility Program projects) that do not achieve additional emission reductions are ineligible. Combining TFCA County Program Manager Funds with other TFCA-generated funds that broaden the scope of the existing project to achieve greater emission reductions is not considered project duplication.
12. **Planning Activities:** A grantee may not use any TFCA funds for planning related activities unless they are directly related to the implementation of a project or program that result in emission reductions.
13. **Employee Subsidies**: Projects that provide a direct or indirect financial transit or rideshare subsidy or shuttle/feeder bus service exclusively to the grantee's employees are not eligible.

USE OF TFCA FUNDS

14. **Cost of Developing Proposals:** Grantees may not use TFCA funds to cover the costs of developing grant applications for TFCA funds.
15. **Combined Funds:** TFCA funds may be combined with other grants (e.g., with TFCA Regional Funds or State funds) to fund a project that is eligible and meets the criteria for all funding sources, unless it is otherwise prohibited (e.g., in the project-specific policies). For the purpose of calculating the TFCA cost-effectiveness, the TFCA's portion of the project cost is the sum of TFCA County Program Manager Funds and TFCA Regional Funds.
16. **Administrative Costs:** The County Program Manager may not expend more than five percent (5%) of its County Program Manager Funds for its administrative costs. The County Program Manager's costs to prepare and execute its Funding Agreement with the Air District are eligible administrative costs. Interest earned on County Program Manager Funds shall not be included in the calculation of the administrative costs. To be eligible for reimbursement, administrative costs must be clearly identified in the expenditure plan application and in the Funding Agreement, and must be reported to the Air District.
17. **Expend Funds within Two Years:** County Program Manager Funds must be expended within two (2) years of receipt of the first transfer of funds from the Air District to the County Program Manager in the applicable fiscal year, unless a County Program Manager has made the determination based on an application for funding that the eligible project will take longer than two years to implement. Additionally, a County Program Manager may, if it finds that significant progress has been made on a project, approve no more than two one-year schedule extensions for a project. Any subsequent schedule extensions for projects can only be given on a case-by-case basis, if the Air District finds that significant progress has been made on a project, and the Funding Agreement is amended to reflect the revised schedule.
18. **Unallocated Funds:** Pursuant to HSC 44241(f), any County Program Manager Funds that are not allocated to a project within six months of the Air District Board of Directors

approval of the County Program Manager's Expenditure Plan may be allocated to eligible projects by the Air District. The Air District shall make reasonable effort to award these funds to eligible projects in the Air District within the same county from which the funds originated.

19. **Incremental Cost (for the purchase or lease of new vehicles):** For new vehicles, TFCA funds awarded may not exceed the incremental cost of a vehicle after all rebates, credits, and other incentives are applied. Such financial incentives include manufacturer and local/state/federal rebates, tax credits, and cash equivalent incentives. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle, and its new conventional vehicle counterpart that meets the most current emissions standards at the time that the project is evaluated.

20. **Reserved.**

21. **Reserved.**

ELIGIBLE PROJECT CATEGORIES

22. **Alternative Fuel Light-Duty Vehicles:**

Eligibility: For TFCA purposes, light-duty vehicles are those with a gross vehicle weight rating (GVWR) of 14,000 lbs. or lighter. Eligible alternative light-duty vehicle types and equipment eligible for funding are:

A. Purchase or lease of new hybrid-electric, electric, fuel cell, and CNG/LNG vehicles certified by the California Air Resources Board (CARB) as meeting established super ultra-low emission vehicle (SULEV), partial zero emission vehicle (PZEV), advanced technology-partial zero emission vehicle (AT-PZEV), or zero emission vehicle (ZEV) standards.
B. Purchase or lease of new electric neighborhood vehicles (NEV) as defined in the California Vehicle Code.

Gasoline and diesel (non-hybrid) vehicles are not eligible for TFCA funds. Funds are not available for non-fuel system upgrades, such as transmission and exhaust systems, and should not be included in the incremental cost of the project.

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the new vehicle and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

23. **Reserved.**

24. **Alternative Fuel Heavy-Duty Replacement Vehicles (high mileage):**

Eligibility: These projects are intended to accelerate the deployment of qualifying alternative fuel vehicles that operate within the Air District's jurisdiction. All of the following additional conditions must be met for a project to be eligible for TFCA Funds:

A. Vehicles purchased and/or leased have a GVWR greater than 14,000lbs; and

B. Are 2014 model year or newer hybrid-electric, electric, CNG/LNG, and hydrogen fuel cell vehicles certified by the CARB.

TFCA funds may not be used to pay for non-fuel system upgrades such as transmission and exhaust systems.

Scrapping Requirements: Grantees with a fleet that includes model year 1998 or older heavy-duty diesel vehicles must scrap one model year 1998 or older heavy-duty diesel vehicle for each new vehicle purchased or leased under this grant. Costs related to the scrapping of heavy-duty vehicles are not eligible for reimbursement with TFCA funds.

TFCA funds awarded may not exceed incremental cost after all other applicable manufacturer and local/state rebates, tax credits, and cash equivalent incentives are applied. Incremental cost is the difference in cost between the purchase or lease price of the vehicle and/or retrofit and its new conventional vehicle counterpart that meets, but does not exceed, current emissions standards.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

25. **Alternative Fuel Bus Replacement:**

Eligibility: For purposes of transit and school bus replacement projects, a bus is any vehicle designed, used, or maintained for carrying more than 15 persons, including the driver. A vehicle designed, used, or maintained for carrying more than 10 persons, including the driver, which is used to transport persons for compensation or profit, or is used by any nonprofit organization or group, is also a bus. A vanpool vehicle is not considered a bus. Buses are subject to the same eligibility requirements and the same scrapping requirements listed in Policy #24.

Vehicles that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund or other funding sources that claim emissions credits.

26. **Alternative Fuel Infrastructure:**

Eligibility: Eligible refueling infrastructure projects include new dispensing and charging facilities, or additional equipment or upgrades and improvements that expand access to existing alternative fuel fueling/charging sites (e.g., electric vehicle, CNG, hydrogen). This includes upgrading or modifying private fueling/charging sites or stations to allow public and/or shared fleet access. TFCA funds may be used to cover the cost of equipment and installation. TFCA funds may also be used to upgrade infrastructure projects previously funded with TFCA-generated funds as long as the equipment was

maintained and has exceeded the duration of its years of effectiveness after being placed into service.

TFCA-funded infrastructure projects must be available to and accessible by the public. Equipment and infrastructure must be designed, installed and maintained as required by the existing recognized codes and standards and approved by the local/state authority.

TFCA funds may not be used to pay for fuel, electricity, operation, and maintenance costs.

Projects that are funded by the TFCA County Program Manager Fund are not eligible for additional funding from the TFCA Regional Fund.

27. **Ridesharing Projects:** Eligible ridesharing projects provide carpool, vanpool or other rideshare services. Projects that provide a direct or indirect financial transit or rideshare subsidy are also eligible under this category.

28. **Shuttle/Feeder Bus Service:**

These projects are intended to reduce single-occupancy vehicle commute-hour trips by providing the short-distance connection between a mass transit hub and one or more commercial hub or employment centers. All of the following conditions must be met for a project to be eligible for TFCA funds:

A. The project's route must provide connections only between mass transit hubs, e.g., a rail or Bus Rapid Transit (BRT) station, ferry or bus terminal or airport, and distinct commercial or employment areas.

B. The project's schedule must coordinate with the transit schedules of the connecting mass transit services.

C. The service must be available for use by all members of the public.

D. The project may not duplicate existing local transit service or service that existed along the project's route within the last three years. "Duplication" of service means establishing a shuttle route where there is an existing transit service stop within 0.5 miles of the commercial hub or business center and that can be reached by pedestrians in 20 minutes or less. Projects that propose to increase service frequency to an area that has existing service may be considered for funding if the increased frequency would reduce the commuter's average transit wait time to thirty minutes or less.

Project applicants that were awarded FYE 2014 or FYE 2015 TFCA Funds that propose identical routes in FYE 2015 or in FYE 2016 may request an exemption from the requirements of Policy 28.D. Provided they meet the following requirements: 1) No further TFCA project funding as of January 2017; 2) Submission of a financial plan to achieve financial self-sufficiency from TFCA funds within two years by demonstrating how they will come into compliance with this requirement or by securing non-TFCA Funds. The plan must document: i) the funding source(s) that will be targeted and the bases for eligibility of such funding, ii) the amounts from each funding source for which the applicant is eligible and that will be pursued; 3) the schedule (timeline) from application to receipt of such funds; 4) the process for securing each funding source; and 5) the specific efforts taken by the applicant to be eligible for such funds, and the status of the applicants' application for securing funds.

E. Shuttle/feeder bus service applicants must be either: 1) a public transit agency or transit district that directly operates the shuttle/feeder bus service; or (2) a city, county, or any other public agency.

F. Existing projects must meet a cost-effectiveness of $125,000 per ton of emissions reduced.

G. Pilot Shuttle/Feeder Bus Service: Pilot shuttle/feeder bus service projects are defined as routes that are at least 70% unique and where no other service was provided within the past three years. In addition to meeting the conditions listed in Policy #28.A-F for shuttle/feeder bus service, pilot shuttle/feeder bus service, project applicants must also comply with the following:

i. Provide data and other evidence demonstrating the public's need for the service, including a demand assessment survey and letters of support from potential users.

ii. Provide written documentation of plans for financing the service in the future;

iii. Provide a letter from the local transit agency denying service to the project's proposed service area, which includes the basis for denial of service to the proposed areas. The applicant must demonstrate that the project applicant has attempted to coordinate service with the local service provider and has provided the results of the demand assessment survey to the local transit agency. The applicant must provide the transit service provider's evaluation of the need for the shuttle service to the proposed area.

iv. Pilot projects located in Highly Impacted Communities as defined in the Air District Community Air Risk Evaluation (CARE) Program and/or a Planned or Potential Priority Development Area (PDA) may receive a maximum of three years of TFCA Funds under the Pilot designation and must meet the following requirements:

a. During the first year of operation, projects must not exceed a cost-effectiveness of $500,000/ton,

b. By the end of the second year of operation, projects must not exceed a cost-effectiveness of $200,000/ton, and

c. By the end of the third year of operation, projects must not exceed a cost-effectiveness of $125,000/ton and meet all of the requirements of Policy #28.A-F (existing shuttles).

v. Projects located outside of CARE areas and PDAs may receive a maximum of two years of TFCA Funds under this designation and must meet the following requirements:

a. By the end of the first year of operation, projects shall meet a cost-effectiveness of $200,000/ton, and

b. By the end of the second year of operation, projects shall cost $125,000 or less per ton (cost-effectiveness rating) and shall meet all of the requirements of Policy #28. A-F (existing shuttles).

29. **Bicycle Projects:**

New bicycle facility projects that are included in an adopted countywide bicycle plan or Congestion Management Program (CMP) are eligible to receive TFCA funds. Eligible

projects are limited to the following types of bicycle facilities for public use that result in motor vehicle emission reductions:

A. New Class-1 bicycle paths;
B. New Class-2 bicycle lanes;
C. New Class-3 bicycle routes;
D. New Class-4 cycle tracks or separated bikeways;
E. New bicycle boulevards;
F. Bicycle racks, including bicycle racks on transit buses, trains, shuttle vehicles, and ferry vessels;
G. Bicycle lockers;
H. Capital costs for attended bicycle storage facilities;
I. Purchase of two-wheeled or three-wheeled vehicles (self-propelled or electric), plus mounted equipment required for the intended service and helmets; and
J. Development of a region-wide web-based bicycle trip planning system.

All bicycle facility projects must, where applicable, be consistent with design standards published in the California Highway Design Manual, or conform to the provisions of the Protected Bikeway Act of 2014.

30. **Bay Area Bike Share**

These projects make bicycles available to individuals for shared use for completing first- and last-mile trips in conjunction with regional transit and stand-alone short distance trips. To be eligible for TFCA funds, bicycle share projects must work in unison with the existing Bay Area Bike Share Project by either increasing the fleet size within the initial participating service areas or expanding the existing service area to include additional Bay Area communities. Projects must have a completed and approved environmental plan and a suitability study demonstrating the viability of bicycle sharing. Projects must meet a cost-effectiveness of $500,000/ton. Projects may be awarded TFCA funds to pay for up to five years of operations.

31. **Arterial Management:**

Arterial management grant applications must identify a specific arterial segment and define what improvement(s) will be made to affect traffic flow on the identified arterial segment. Projects that provide routine maintenance (e.g., responding to citizen complaints about malfunctioning signal equipment) are not eligible to receive TFCA funds. Incident management projects on arterials are eligible to receive TFCA funds. Transit improvement projects include, but are not limited to, bus rapid transit and transit priority projects. For signal timing projects, TFCA funds may only be used for local arterial management projects where the affected arterial has an average daily traffic volume of 20,000 motor vehicles or more, or an average peak hour traffic volume of 2,000 motor vehicles or more (counting volume in both directions). Each arterial segment must meet the cost-effectiveness requirement in Policy #2.

32. **Smart Growth/Traffic Calming:**

Physical improvements that support development projects and/or calm traffic, resulting in motor vehicle emission reductions, are eligible for TFCA funds, subject to the following conditions:

A. The development project and the physical improvements must be identified in an approved area-specific plan, redevelopment plan, general plan, bicycle plan, pedestrian plan, traffic-calming plan, or other similar plan; and

B. The project must implement one or more transportation control measures (TCMs) in the most recently adopted Air District plan for State and national ambient air quality standards. Pedestrian projects are eligible to receive TFCA funds.

C. The project must have a completed and approved environmental plan.

Traffic calming projects are limited to physical improvements that reduce vehicular speed by design and improve safety conditions for pedestrians, bicyclists or transit riders in residential retail, and employment areas.

Appendix E: Glossary of Terms

The following is a glossary of terms found in the TFCA County Program Policies:

Final audit determination - The determination by the Air District of a County Program Manager or grantee's TFCA program or project, following completion of all procedural steps set forth in HSC section 44242(a) – (c).

Funding Agreement - The agreement executed by and between the Air District and the County Program Manager for the allocation of County Program Manager Funds for the respective fiscal year.

Grant Agreement - The agreement executed by and between the County Program Manager and a grantee.

Grantee - Recipient of an award of TFCA Funds from the County Program Manager to carry out a TFCA project and who executes a grant agreement with the County Program Manager to implement that project. A grantee is also known as a project sponsor.

TFCA funds - Grantee's allocation of funds, or grant, pursuant to an executed grant agreement awarded pursuant to the County Program Manager Fund Funding Agreement.

TFCA-generated funds - The Transportation Fund for Clean Air (TFCA) program funds generated by the $4 surcharge on motor vehicle registration fees that are allocated through the Regional Fund and the County Program Manager Fund.

Appendix F: Insurance Guidelines

This appendix provides guidance on the insurance coverage and documentation typically required for TFCA County Program Manager Fund projects. Note that the Air District reserves the right to specify different types or levels of insurance in the Funding Agreement.

The typical Funding Agreement requires that each Grantee provide documentation showing that they meet the following requirements for each of their projects. The County Program Manager is not required to meet these requirements itself, unless it is acting as a Grantee.

1. **Liability Insurance:**

   Corporations and Public Entities - a limit of not less than $1,000,000 per occurrence. Such insurance shall be of the type usual and customary to the business of the Grantee, and to the operation of the vehicles, engines or equipment operated by the Project Sponsor.

   Single Vehicle Owners - a limit of not less than $750,000 per occurrence. Such insurance shall be of the type usual and customary to the business of the Grantee, and to the operation of the vehicles, engines or equipment operated by the Grantee.

2. **Property Insurance:**

   New Equipment Purchases - an amount of not less than the insurable value of Grantee's vehicles, engines or equipment funded under this Agreement, and covering all risks of loss, damage or destruction of such vehicles, engines or equipment.

   Retrofit Projects - 2003 model year vehicles or engines or newer in an amount of not less than the insurable value of Grantee's vehicles, engines or equipment funded under this Agreement, and covering all risks of loss, damage or destruction of such vehicles, engines or equipment.

3. **Workers Compensation Insurance:**

   Construction projects – including but not limited to bike/pedestrian paths, bike lanes, smart growth and vehicle infrastructure, as required by California law and employers insurance with a limit not less than $1 million.

4. **Acceptability Of Insurers:**

   Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII. The Air District may, at its sole discretion, waive or alter this requirement or accept self-insurance in lieu of any required policy of insurance.

The following table lists the type of insurance coverage generally required for each project type. The requirements may differ in specific cases. County Program Managers should contact the Air District liaison with questions, especially about unusual projects.

Project Category	Insurance Required
• Vehicle Purchase and Lease • Engine Retrofits	Automobile Liability Automobile Physical Damage
• Operation of shuttle services and vanpools	Automobile Liability Automobile Physical Damage Commercial General Liability Workers Compensation (for shuttle services only)
Construction of the following: • Bike/pedestrian path or overpass • Bike lane • Cycle tracks/separated bikeways • Smart growth/traffic calming projects • Vehicle infrastructure	Automobile Liability Commercial General Liability Workers Compensation
• Arterial Management/Signal timing • Bicycle lockers and racks • Transit Marketing programs • Ridesharing projects • Bike Share projects	Commercial General Liability
• Transit pass subsidy or commute incentives • Guaranteed Ride Home Program	None

Appendix G: Sample Project Information Form

A. Project Number: 16XX01
Use consecutive numbers for projects funded, with year, county code, and number, e.g., 16MAR01, 16MAR02 for Marin County. Zero (e.g., 16MAR00) is reserved for County Program Manager TFCA funds allocated for administration costs.

B. Project Title: _____
Provide a concise, descriptive title for the project (e.g., "Elm Ave. Signal Interconnect" or "Purchase Ten Gasoline-Electric Hybrid Light-Duty Vehicles").

A. TFCA County Program Manager Funds Allocated: $_____

B. TFCA Regional Funds Awarded (if applicable):$_____

C. Total TFCA Funds Allocated (sum of C and D):$_____

D. Total Project Cost: $_____
Indicate the TFCA dollars allocated (C, D and E) and total project cost (D). Data from Line E (Total TFCA Funds) should be used to calculate C-E.

E. Project Description:

Grantee will use TFCA funds to _____. *Include information sufficient to evaluate the eligibility and cost-effectiveness of the project. Ex. of the information needed include but are not limited to: what will be accomplished by whom, how many pieces of equipment are involved, how frequently it is used, the location, the length of roadway segments, the size of target population, etc. Background information should be brief. For shuttle/feeder bus projects, indicate the hours of operation, frequency of service, and rail station and employment areas served.*

F. Final Report Content: Final Report form and final Cost Effectiveness Worksheet
Reference the appropriate Final Report form that will be completed and submitted after project completion. See http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/TFCA/County-Program-Manager-Fund.aspx for a listing of the following forms:

- *Form for Ridesharing, Shuttles, Transit Information, Rail/Bus Integration, Smart Growth, and Traffic Calming Projects. (Includes Transit Bus Signal Priority.)*
- *Form for Clean Air Vehicle and Infrastructure Projects*
- *Form for Bicycle Projects*
- *Form for Arterial Management Projects*

G. Attach a completed Cost-effectiveness Worksheet and any other information used to evaluate the proposed project. *For example, for vehicle projects, include the California Air Resources Board Executive Orders for all engines and diesel emission control systems. Note, Cost-effectiveness Worksheets are not needed for TFCA County Program Managers' own administrative costs.*

H. Comments (if any):
Add any relevant clarifying information in this section.

Appendix H: Instructions for Cost-effectiveness Worksheets

Cost-effectiveness Worksheets are used to calculate project emission reductions and TFCA cost-effectiveness (TFCA $ / ton of emission reductions). County Program Managers must submit Cost-effectiveness Worksheets for each new project and each project receiving additional TFCA funds, along with Project Information Forms, no later than six months after Air District Board approval of the County Program Manager's Expenditure Plan. County Program Managers must also submit Worksheets with Final Report Forms. The most recent Worksheet should be used at time of Final Report to most accurately reflect the emissions reduced.

The Air District provides Microsoft Excel worksheets by e-mail. Worksheets must be completed for all project types with the exception of TFCA County Program Manager administrative costs.

Project Type	**Worksheet Name**
Ridesharing, Shuttles, Bicycle, Bike Share , Smart Growth, and Traffic Calming Projects	Trip Reduction FYE 16
Arterial Management: Signal Timing	Arterial Management FYE 16
Transit Bus Signal Priority (also for Transit Rail Vehicles)	Trip Reduction FYE 16
Alternative-Fuel Light-Duty and Light Heavy-Duty Vehicles or Infrastructure	LD & LHD Vehicle FYE 16
Alternative-Fuel Low-Mileage Utility Trucks – Idling Service	Heavy-Duty Vehicle FYE 16
Alternative-Fuel Heavy-Duty Vehicles, Buses, or Infrastructure	Heavy-Duty Vehicle FYE 16

Make entries in the yellow-shaded areas only in the worksheets. Begin each new filename with the application number (e.g., 16MAR04) as described below. Each worksheet contains separate tabs for: Instructions (no user input), General Information, Calculations, Notes and Assumptions, and Emission Factors (no user input).

County Program Managers must provide all relevant assumptions used to determine the project's cost-effectiveness in the Notes & Assumptions tab. If a County Program Manager seeks to use different default values or methodologies, it is advisable that they consult with the Air District before project approval, in order to avoid the potential for funding projects that are not eligible for TFCA funds.

The Air District encourages County Program Managers to assign the shortest duration possible for the # Years of Effectiveness value for a project to meet the cost-effectiveness requirement. This practice will help to minimize both the Grantee and County Program Manager's administrative burdens.

Instructions Specific to Each Project Type

Ridesharing and Shuttle Projects

Two key components in calculating cost-effectiveness is the number of vehicle trips eliminated per day and the trip length. **The number of vehicle trips eliminate is the number of trips by participants that would have driven as a single occupant vehicle if not for the service; *it is not the same as the total number of riders or participants***. A frequently used proxy is the number of survey respondents who report that they would have

driven alone if not for the service provided. For calculating the length of trip, it is appropriate to use only the length of the vehicle trip avoided by riders that otherwise would have driven alone.

In addition, **each shuttle route must meet the cost-effectiveness criteria** (Policy # 28). If a project consists of more than one route, one worksheet should be submitted with all routes listed, and a separate worksheet must be prepared showing the cost-effectiveness of each route (i.e., as determined by that route's ridership, funding allocation, etc.).

Transit Signal Priority

For the length of trip, a good survey practice is to determine the length of automobile trip avoided by just those riders that otherwise would have driven, rather than by all riders.

Arterial Management Projects

Please note that each segment must meet the cost-effectiveness requirement (Policy #31). If there are multiple segments being considered for funding, one worksheet should be submitted with all segments listed, and a separate worksheet should be submitted showing the cost-effectiveness for each segment.

For a signal timing project to qualify for four (4) years of effectiveness, the signals must be retimed after two (2) years.

Smart Growth, Traffic Calming

Projects must reduce vehicle trips by increasing pedestrian/bicycle travel and transit use. Projects that only involve slowing automobile traffic briefly (e.g., via speed bumps) tend to not be cost-effective, as the acceleration following deceleration increases emissions.

Vehicle and Fueling Infrastructure Projects

The investment in each individual vehicle must be shown to be cost-effective (Policy #2). The worksheet calculates the cost-effectiveness of each vehicle separately, so only one worksheet is required when more than one vehicle is being considered for funding.

TFCA Policies require that all projects including those subject to emission reduction regulations, contracts, or other legally binding obligations achieve ***surplus*** emission reductions—that is, reductions that go beyond what is required. **Therefore, vehicles with engines certified as Family Emission Limit (FEL) engines are not eligible for funding because the engine is certified for participation in an averaging, banking, and trading program in which emission benefits are already claimed by the manufacturer.**

Because TFCA funds may only be used to fund early-compliance emissions reductions, and because of the various fleet rule requirements, calculating cost-effectiveness for vehicle grant projects can be complex, and it is recommended that it be done only by someone familiar with all applicable regulations and certifications. Additionally, electric vehicle infrastructure generally does not qualify for more than $2,000 per charging spot, and County Program Managers should consult with the Air District on such projects, as the evaluation methodologies are evolving. Also, any questions should be raised to Air District staff well before project approval deadlines in order to assure project eligibility.

The cost-effectiveness of fueling infrastructure is based on the vehicles that will use the funded facility. For these projects, County Program Managers must exercise care that emission reductions from the associated vehicles are only credited towards a TFCA

infrastructure project, and are not double counted in any other Air District grant program, either at the present time or for future vehicles that will use the facility during its effective life.

The total mileage a vehicle can travel may be limited by regulation, and the product of Years of Effectiveness and Average Annual Miles cannot exceed that mileage (e.g., some cities limit the lifetime miles a taxicab can travel).

Heavy-duty vehicle and infrastructure projects: The California Air Resources Board (CARB) Carl Moyer Program Guidelines document is the source for the formulas and factors used in the Heavy-Duty Vehicle worksheet. The full documentation is available at http://www.arb.ca.gov/msprog/moyer/guidelines/current.htm. Note that there are some differences between the TFCA and Moyer programs; consult Air District staff with any questions. At a minimum, a funded vehicle must have an engine complying with the model year 2010 and later emission standards. Vehicles that are funded by the TFCA shall not be co-funded with other funding sources that claim emissions credits. At this time, vehicles that are funded by the CARB (e.g., Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project [HVIP]), Carl Moyer, or other Air District grant programs are not eligible for additional funding from TFCA.

Documentation and Recordkeeping: Beginning in FYE 2012, Project files must be maintained by County Program Managers and Grantees for a minimum of *five years* following completion of the Final Report, versus three years as before. Project files must contain all related documentation including copies of CARB executive orders, quotes, mileage logs, fuel usage (if cost-effectiveness is based on fuel use), photographs of engines and frames that were required to be scrapped, and financial records, in order to document the funding of eligible and cost-effective projects.

Guidance on inputs for the worksheets follows.

Instructions Tab

Provides instructions applicable to the relevant project type(s).

General Information Tab

Project Number, which has three parts:

1st – fiscal year in which project will be funded (e.g., 16 for FYE 2016).

2nd – County Program Manager; use the following abbreviations:

ALA – Alameda	**CC** - Contra Costa	**MAR** – Marin
NAP – Napa	**SF** - San Francisco	**SM** - San Mateo
SC - Santa Clara	**SOL** – Solano	**SON** – Sonoma

3rd – two-digit number identifying project; 00 is reserved for County Program Manager administrative costs.

Example: 16MAR04 = fiscal year ending **2016**, **Mar**in, Project #**04**.

Project Title: *Short and descriptive* title of project, matching that on the Project Information Form.

Project Type Code: Insert one and only one of the following codes for the corresponding project type. If a project has multiple parts, use the code for the main component. Note that not all listed project types may be allowed in the current funding cycle**.**

Code	Project Type	Code	Project Type
0	Administrative costs	**6c**	Shuttle services – NG powered
1a	NG buses (transit or shuttle buses)	**6d**	Shuttle services – EV powered
1b	EV buses	**6e**	Shuttle services – Fuel cell powered
1c	Hybrid buses	**6f**	Shuttle services – Hybrid vehicle
1d	Fuel cell buses	**6g**	Shuttle services – Other fuel type
1e	Buses – Alternative fuel	**6h**	Shuttle services w/TFCA purchased retrofit
2a	NG school buses	**6i**	Shuttle services – fleet uses various fuel types
2b	EV school buses	**7a**	Class 1 bicycle paths
2c	Hybrid school buses	**7b**	Class 2 bicycle lanes
2d	Fuel cell school buses	**7c**	Class 3 bicycle routes, bicycle boulevards
2e	School buses – Alternative fuel	**7d**	Bicycle lockers and cages
3a	Other heavy-duty – NG (street sweepers, garbage trucks)	**7e**	Bicycle racks
3b	Other heavy-duty – EV	**7f**	Bicycle racks on buses
3c	Other heavy-duty – Hybrid	**7g**	Attended bicycle parking (“bike station”)
3d	Other heavy-duty – Fuel cell	**7h**	Other type of bicycle project (e.g., bicycle loop detectors)
3e	Other heavy-duty - Alternative fuel (High Mileage)	**7i**	Bike share
3f	Other heavy-duty - Alternative fuel (Low Mileage)	**7j**	Class 4 cycle tracks or separated bikeways
4a	Light-duty vehicles – NG	**8a**	Signal timing (Regular projects to speed traffic)
4b	Light-duty vehicles – EV	**8b**	Arterial Management – transit vehicle priority
4c	Light-duty vehicles – Hybrid	**8c**	Bus Stop Relocation
4d	Light-duty vehicles – Fuel cell	**8d**	Traffic roundabout
4e	Light-duty vehicles – Other clean fuel	**9a**	Smart growth – traffic calming
5a	Implement TROs (pre-1996 projects only)	**9b**	Smart growth – pedestrian improvements
5b	Regional Rideshare Program	**9c**	Smart growth – other types
5c	Incentive programs (for any alternative mode)	**10a**	Rail-bus integration
5d	Guaranteed Ride Home programs	**10b**	Transit information / marketing
5e	Ridesharing – Vanpools (if cash incentive only, use 5c)	**11a**	Telecommuting demonstration
5f	Ridesharing – School carpool match	**11b**	Congestion pricing demonstration
5g	Other ridesharing / trip reduction projects	**11c**	Other demonstration project
5h	Trip reduction bicycle projects (e.g., police on bikes)	**12a**	Natural gas infrastructure
6a	Shuttle services – diesel powered	**12b**	Electric vehicle infrastructure
6b	Shuttle services – gasoline powered	**12c**	Alternative fuel infrastructure

County: Use the same abbreviations as used in Project Number.

Worksheet Calculated by: Name of person completing the worksheet.

Date of Submission: Date submitted to the County Program Manager.

Grantee Org.: Organization responsible for the project.

Contact Name: Name of individual responsible for implementing the project. Include all contact information requested (email, phone, address).

Project Start Date Project must meet Readiness Policy (Policy #6).

Completion Date & Final Report to CMA: County Program Managers must expend funds within two years of receipt, unless an application states that the project will take a longer period of time and is approved by the County Program Manager or the Air District.

Calculations Tab

Because the worksheets have many interrelated formulas and references, users must not add or delete rows or columns, or change any formulas, without consulting with the Air District. Several cells have input choices or information built in, as pull-down menus or comments in Excel. Pull-down menus are accessed by clicking on the cell. Comments are indicated by a small triangle in the upper right corner of a cell, and are made visible by resting the cursor over the cell.

Cost Effectiveness Inputs

 # Years Effectiveness: See inputs table below. The best practice is to use shortest value possible.

Total Project Cost: Total cost of project including TFCA funding, sponsor funding, and funds contributed by other entities. Only include goods and services of which TFCA funding is an integral part.

TFCA Cost: TFCA 40% County Program Manager Funds and the 60% Regional Funds (if any), listed separately.

Emission Reduction Calculations

Instructions and default values for each project type are provided in the table below. Default values for years of effectiveness are provided for the various project types. There are no defaults for Smart Growth projects, due to the wide variability in these projects.

Notes & Assumptions Tab

Provide an explanation of all assumptions used. If you do not use the Air District's guidelines and default values to determine cost-effectiveness, you must document and explain your inputs and assumptions after receiving written approval from the Air District.

Emission Factors Tab

This tab contains references for the Calculations tab. **No changes shall be made to this tab.**

Additional Information for Heavy-duty Vehicle Projects

CARB has adopted a number of standards and fleet rules that limit funding opportunities for on-road heavy-duty vehicles. See the below list of CARB rules that affect on-road heavy-duty fleets, followed by a reference sample CARB Executive Order. For assistance in determining whether a potential project is affected, contact Air District staff or consult Carl Moyer Implementation Charts at: http://www.arb.ca.gov/msprog/moyer/guidelines/supplemental-docs.htm

Summary of On-Road Heavy-Duty Fleet Rules

Vehicle Type	Subject to CARB Fleet Rule?
Urban buses	Fleet Rule for Transit Agencies
Transit Fleet Vehicles	Fleet Rule for Transit Agencies
Solid Waste Collection Vehicles, excluding transfer trucks	Solid Waste Collection Vehicle Regulation
Municipal Vehicles and Utility Vehicles	Fleet Rule for Public Agencies and Utilities
Port and Drayage Trucks	Port Truck Regulation
All other On-road heavy-duty vehicles	On-road Rule

Emission Reduction Inputs

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
Ridesharing / Trip Reduction Project Type = 5a-h, 8b, 9a-c, 11a, or 11b Worksheet = Trip Reduction FYE 16 Note: For ridesharing the default maximum number of vehicle trips reduced per day is 1% of target population.	**Ridesharing**	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, up to 2 years
	• # Trips/Day (1-way) eliminated [% of target population (# employees)]	• Enter in Step 1-Column A, 1% of target population
	• Days/Yr	• Enter in Step 1-Column B, 240 days (max.)
	• Trip Length (1-way)	• Step 1-Column C, Default = 16 miles (1-way commute distance from MTC's Commute Profile)
	• # New Trips/Day (1-way) to access transit	• Step 2-Column A, Default = 50% of # Trips/Day Eliminated (Step 1-Column A)
	• Days/Yr	• Enter in Step 2-Column B, same # as Step 1-Column B
	• Trip Length (1-way)	• Enter in Step 2-Column C, Default = 3 miles
	School-Based Ridesharing	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, up to 2 yrs
	• # Trips/Day (1-way) eliminated [% of target population (total # students)]	• Step 1-Column A, No Default
	• Days/Yr	• Enter in Step 1-Column B, 180 days (max.)
	• Trip Length (1-way)	• Step 1-Column C, 1-3 miles
	Transit Incentive Campaigns	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, up to 2 yrs
	• # Trips/Day (1-way) eliminated [% of target population]. Use survey data if available.	• Step 1-Column A, No default
	• Days/Yr	• Enter in Step 1-Column B, 90 days (max.) if # Trips/Day based on % of target population. If # Trips/Day based on participants, 240 days (max).
	• Trip Length (1-way), based on routes accessed	• Step 1-Column C, No Default
	• # New Trips/Day (1-way) to access transit	• Step 2-Column A, 50% of # Trips/Day Eliminated (Step 1-Column A)
	• Days/Yr (new trips)	• Enter in Step 2-Column B - same as # days used in Step 1
	• Trip Length (1-way) for new trips	• Step 2-Column C, Default = 3 miles
	Guaranteed Ride Home Programs	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, up to 2 years
	• # Trips/Day (1-way) eliminated	• Enter in Step 1-Column A, 0.2% of target population.

	• Days/Yr • Trip Length (1-way)	• Enter in Step 1-Column B, 240 days (Max.) • Step 1-Column C, Default = 16 miles
	Transit Vehicle Signal Prioritization • # Years Effectiveness • # Trips/Day (1-way) eliminated • Days/Yr • Trip Length (1-way)	• Enter in Cost Effectiveness Inputs, 2 yrs • Step 1-Column A, No Default • Enter in Step 1-Column B, 240 days (max) • Step 1-Column C, No Default • Step 2-Column A, 50% of # Trips/Day Eliminated (Step 1-Column A) • Step 2-Column B, same as Step 1-Column B • Enter in Step 2-Column C, 3 miles

Emission Reduction Inputs

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
Bicycle Projects Project Type = 7a-j Worksheet = Trip Reduction FYE 16 Methodology to estimate number of trips reduced for bike paths, lanes, & routes based on: - the type of facility (Class 1, 2, or 3) - the length of the project segment - the traffic volume (ADT) on the facility. For Class 1 projects, use the ADT on the most appropriate parallel road. For gap closure projects (where project will close a gap between two existing segments of bikeway), use the length for the total facility. Note: the maximum number of vehicle trips reduced per day is 240. The Air District generally assumes that no bike project will reduce more than 240 vehicle trips per day.	**Bicycle Projects (Paths, Lanes, Routes)** • # Years Effectiveness Class 1 bike path (or bike bridge) Class 2 bike lane Class 3 bike route Class 4 cycle tracks or separated bikeways • # Trips/Day (1-way) eliminated (depends on length of project segment and ADT on project segment) Class 1 & Class 2 & Class 4 ADT ≤ 12,000 vehicles per day Class 1 & Class 2 & Class ADT > 12,000 and ≤ 24,000 Class 1 & Class & Class 4 ADT > 24,000 and ≤ 30,000 Maximum is 30,000. Class 3 bike route or bicycle boulevard	• Enter in Cost Effectiveness Inputs: Not to exceed 20 years for Class 1 projects (trails/paths) Not to exceed 15 years for Class 2, Class 3 and Class 4 projects • Enter in Step 1-Column A: Length ≤ 1 mile = 0.4% ADT Length >1 and ≤ 2 miles = 0.6% ADT Length >2 miles = 0.8% ADT Length ≤ 1 mile = 0.3% ADT Length > 1 and ≤ 2 miles = 0.45% ADT Length > 2 miles = 0.6% ADT Length ≤ 1 mile = 0.25% ADT Length > 1 and ≤ 2 miles = 0.35% ADT Length > 2 miles = 0.45% ADT Route ≤ 1 mile = 0.1% ADT Route > 1 and ≤ 2 miles = 0.15% ADT

The Air District normally uses an average trip length of 3 miles (one-way) for bicycle projects.	• Days/Yr • Trip Length (1-way)	Route > 2 miles = 0.25% ADT • Enter in Step 1-Column B, 240 days • Enter in Step 1-Column C, 3 miles. (Not same as segment length.)

	Bicycle Lockers & Racks	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, 10 yrs
	• # Trips/Day (1-way) eliminated	• Enter in Step 1-Column A: Capacity of lockers x 1 trip/day Capacity of cages x 0.75 trips per day Capacity of racks x 0.5 trips per day
	• Days/Yr	• Enter in Step 1-Column B, 240 days
	• Trip Length (1-way)	• Enter in Step 1-Column C, 3 miles
	Bay Area Bike Share	
	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs, max. 5 yrs
	• # Trips/Day (1-way) eliminated	• Enter in Step 1-Column A: Number of bikes X 2 trips per day X 20% (actual vehicle trips replaced based on Shaheen research dated June 2012)
	Weekdays	
	• Days/Yr	• Enter in Step 1-Column B, 260 days
	• Trip Length (1-way)	• Enter in Step 1-Column C, 16 miles
	Weekends	
	• Days/Yr	• Enter in Step 1-Column B, 105 days
	• Trip Length (1-way)	• Enter in Step 1-Column C, 3 miles

Emission Reduction Inputs

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
Shuttles / Rail-Bus Integration / Transit Info Project Type =6a-i, 10a, or 10b Worksheet = Trip Reduction FYE 16	**<u>Shuttle/Feeder Bus, Rail-Bus Integration, and Transit Information Systems</u>**	
	• # Years Effectiveness	• Cost Effectiveness Inputs, up to 2 years
	# Trips/Day (1-way) eliminated trips. Trips only from riders who previously would have driven.	• Step 1-Column A, For on-going service, use survey results For new service, use 50% of daily seating capacity of vehicle * 67% (% single-occupancy vehicles (SOV) from MTC Commuter Profile)
	• Days/Yr eliminated trips	• 1-Column B, Enter number of operating days. Default =240 days/yr.
	• Trip Length (1-way) eliminated trips. Average trip length that will be eliminated due to shuttle passengers taking train/ferry in conjunction with the shuttle.	• Enter in Step 1-Column C, a survey-based distance, or, if no survey, 16 miles for shuttles and 35 miles for vanpools
Step 2 calculates emissions from new trips generated.	• # Trips/Day (1-way) new trips to access transit	• Step 2-Column A, Use survey data or, if none, a default is 50% of # Trips/Day Eliminated (Step 1-Column A)
	• Days/Yr new trips	• Enter in Step 2-Column B, same # as in Step 1-Column B.
	• Trip Length (1-way) new trips. Average trip length of shuttle passengers that drive from home to the BART/Caltrain station.	• Enter in Step 2-Column C, a survey-based distance, or, if no survey, default is 3 miles for home-to-rail trips.
When possible, emissions from shuttle vehicles should be based on the vehicle engine Executive Order. County Program Manager should consult with Air District staff for guidance. *For vans and shuttle vehicles 14,000 lbs. and lighter, use Step 3A.*	• # Vehicles, Model Year: Number of vehicles with same model year	• Step 3A - Column A, no default.
	• Emission Std.: Emission Standard from list provided.	• 3A - Column B, no default.
	• Vehicle GVW: Weight Class from list provided.	• 3A Column C, no default.
	• ROG, NO_x, Exhaust PM_{10}, and Total PM_{10} Factors: enter factor from appropriate table	• 3A Column D through G, no default

	provided on Emission Factors tab—ARB Table 2 for vehicles model year 2004 and after, or ARB Table 7 for model years 1995-2003.	
	• CO_2 Factor: enter factor from CO_2 Table for Light- and Light Heavy-Duty Shuttles, on Emission Factors tab.	• 3A Column H, no default.
	• Total annual VMT = [length of shuttle/van trip (one-way)] X [# one-way trips per day] X [# days of service per year]. For all vehicles listed in Step 3A.	• 3A Column I, no default.
For buses, use Step 3B. *If a vehicle does not match the factors provided, County Program Manager should consult with Air District staff.*	• ROG, NO_x, Exhaust PM_{10}, Other PM_{10} and CO_2 Factors: enter factor from Emissions for Buses Table provided on Emission Factors tab.	• Step 3B: Columns D through H, no default. Note that Step 3B uses Other PM_{10}, not Total PM_{10}.
	• Total annual VMT = [length of shuttle/van trip (one-way)] X [# one-way trips per day] X [# days of service per year]. For all vehicles listed in Step 3B.	• 3B Column I, no default.

Emission Reduction Inputs

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
	Arterial Management	
Arterial Management Project Type = 8a Worksheet = Arterial Management FYE 16	• # Years Effectiveness	• Enter in Cost Effectiveness Inputs: For signal timing/synchronization, 2 yrs or, with retiming required at 2 yrs, 4 yrs. Each project should include either 2- or 4-year segments, not both.
	• Name of Arterial	• Column A: Name of the arterial and the direction of travel.
	• Segment Length (miles)	• Enter under Column B the length of arterial over which speeds will be increased.
	• Days/Yr.	• Enter under Column C the number of days per year over which the project would affect traffic. Default is 240 days.
	• Time Period	• Enter under Column D the time period over which the traffic volumes and speed will change (e.g., 4-7 PM). Include all the hours in a period that will benefit, not just the peak hour.
	• Traffic Volume	• Enter under Column E the traffic volume before the project for the corresponding Time Period and direction of travel that will make

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
		the stated speed change.
	• Traffic Speed without the Project	• Enter under Column F the average traffic speed along the length of the arterial before implementation of the project.
	• Travel Speed with Project	• Enter under Column G the average estimated traffic speed along the length of the arterial after implementation of the project. *Note: Maximum increase in speed is 25%.*
[Smart Growth]	**Smart Growth / Traffic Calming**	No default assumptions for "smart growth" or traffic calming projects are available. Provide detailed explanations of any assumptions and calculations in the Notes and Assumptions tab.

Emission Reduction Inputs

Alt-fuel Heavy-Duty Vehicles and Infrastructure
Project Types = 1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2e, 3a, 3b, 3c, 3d, 3e, 3f, 12a, 12b, 12c
Worksheet = Heavy Duty Vehicle FYE 16

Input Data Needed	Default Assumptions
○ Cost Effectiveness Inputs, # Years Effectiveness. Use separate workbook and Project # for each set of vehicles with different # Years Effectiveness or with different fuel types.	• 3 years is recommended - Not to exceed 7 years.
○ Column B, Unit #: A unique identifier. List each vehicle on a separate row.	○ Column B: No default
• Columns C through E, Baseline Emission Rate: NO_x, ROG, PM factors: See Moyer Table D-2a/b or D-6, based on your vehicle type, weight, and engine model year.	• Columns C through E: For FYE 2016 alt-fuel heavy-duty vehicle projects, including urban buses, the baseline default is the Model Year 2010 emission standards.
• Column F, Annual Fuel Use: Base on average fuel use over 2 years, and document with 2 years of records.	• Column F: No default.
• Column G, Fuel Consumption Factor: Moyer Table D-24	• Column G: Most on-road engines are below 750 horsepower, thus the default value is 18.5.
• Column H, Conversion Factor (g/mi to g/bhp-hr): Input a value only if Baseline Emission Rates (Columns C – E) are in g/mi and Fuel Basis is being used. Notice: enter data in this column or Column J, not both. Use Moyer Table D-28.	• Column H: No default.
• Column I, Annual VMT: Base on average VMT over 2 years, and document with 2 years of mileage records.	• Column I: No default.
• Column J, Conversion Factor (g/bhp-hr to g/mi): Input a value only if Baseline Emission Rates (Columns C – E) are in g/bhp-hr. Notice: enter data in this column **or** Column H, not both. Use	• Column J: No default.

Input Data Needed	Default Assumptions
Moyer Table D-28.	
• Column K, Percent operation in Air District: Only the operation within the Bay Area Air Quality Management District can be counted. Boundaries available from the Air District.	• Column K: No default.
• Columns L through N, New Emission Rate: NO_x, ROG, and PM: Use Executive Order values. Note: FEL engines are not eligible for TFCA funding. CARB certifies engines and provides the engine manufacturers with an Executive Order (EO) for each certified engine family. An example of an EO is shown at the end of this attachment. The EO includes general information about the certified engine such as engine family, displacement, horsepower rating(s), intended service class, and emission control systems. It also shows the applicable certification emission standards as well as the average emission levels measured during the actual certification test procedure. For the purpose of the TFCA Program, the certification emission **standards** are used to calculate emission reductions. The certification emission standards are shown in the row titled "(DIRECT) STD" under the respective "FTP" column headings for each pollutant. For instance, the Cummins 8.3 liter natural gas engine illustrated in the sample was certified to a combined oxides of nitrogen plus non-methane hydrocarbon (NOx+NMHC) emission standard of 1.8 g/bhp-hr, a carbon monoxide (CO) emission standard of 15.5 g/bhp-hr, and a particulate matter (PM) emission standard of 0.03 g/bhp-hr. In the case where an EO shows emission values in the rows labeled "AVERAGE STD" and/or "FEL", the engine is certified for participation in an averaging, banking, and trading (AB&T) program. AB&T engines (i.e., all FEL-certified engines) **are not eligible** to participate in the TFCA Program for new vehicle purchase projects since emission benefits from an engine certified to an FEL level are not surplus emissions.	• Columns L through N: For FYE 2016 heavy-duty vehicle projects, including urban buses, the new vehicle must be certified to *exceed* the Model Year 2010 standard of 0.2 g/bhp-hr of NO_x and 0.01 g/bhp-hr of PM, which are the default values. Some exceptions apply.
• Column O, Replacement Vehicle Cost: Must be supported by a quote for the new alt-fuel vehicle that exceeds standards.	• Column O: No Default.
• Column P, Must be supported by a quote for a new equivalent model vehicle that meets standards (for FYE 2016, the Model Year 2010 Standards).	• Column P: No Default.
• Column Q, Fuel Savings.	• Column Q: Default value is 0%. For new hybrid vehicles, on a case-by-case basis, the Air District may approve another value, based on documented fuel savings relative to a non-hybrid vehicle.
• Column R, Fuel Consumption Factor: Use Moyer Table D-24.	• Column R: Most on-road engines are below 750 horsepower.
• Column S, Conversion Factor (g/mi to g/bhp-hr): Enter a value only if New Emission Rates (Columns L – N) are in g/mi and Fuel Basis is being used. Notice: enter data in this column **or** Column T, not both. Use Moyer Table D-28.	• Column S: No default.

Input Data Needed	Default Assumptions
• Column T, Conversion Factor (g/bhp-hr to g/mi): Enter a value **only if** New Baseline Emission Rates (Columns L – N) are in g/bhp-hr. Notice: enter data in this column or Column S, not both. Use Moyer Table D-28.	• Column T: No default.
• Column Y, # Years Effectiveness: Same as in Cost Effectiveness Inputs.	• Column Y: 3 years is recommended - 7 yrs max.
• Column Z, Incremental Cost: The cost of the proposed vehicle minus the baseline vehicle.	• Column Z: Automatically calculated.
• Columns AB – AG, Emission Reductions. All reductions must be surplus to any regulatory, contractual, or other legally binding requirement. Note that if ROG values are not available for both the baseline and the proposed engine, ensure value is zero (0) for ROG, as no ROG emission reductions can be claimed.	• Columns AB – AG. Calculated automatically. Enter zero (0) if a reduction cannot be claimed.
• Column AM, TFCA Funding Amount: Amount of total TFCA funding. The column total must equal Total TFCA Cost from Cost-Effectiveness Inputs at top of worksheet.	• Column AM: Cannot exceed Incremental Cost.
• Column AP, Actual Weighted CE w/o CRF--Miles Basis ($/ton). Cost-effectiveness based on emissions including weighted PM. **Must meet Policy Requirements.**	• Column AP: Calculated automatically.
• Column AQ, Actual Weighted Contract CE w/o CRF--Fuel Basis ($/ton). Cost-effectiveness based on emissions including weighted PM. **Must meet Policy Requirements.** Emissions and cost-effectiveness calculations **can only be based on fuel usage for the following vehicles:** • Utility vehicles in idling service • Street sweepers • Solid waste collection vehicles. All other vehicles must use mileage basis. If using fuel-based calculations, usage must be based on two years of historical fuel usage documentation (e.g., fuel logs or purchase receipts).	• Column AQ: Calculated automatically.
• Column AS, Baseline CO_2 Factor Based on Mileage: Enter value from CO_2 Emission Factors Table for your fuel and vehicle type (e.g., Medium Heavy Duty Diesel is 1527 g/mi).	• Column AS: No default.
• Column AT, Proposed Engine CO_2 Factor Based on Mileage: Enter value from CO_2 Emission Factors Table for your fuel and vehicle type (e.g., Medium Heavy Duty CNG 1098 g/mi).	• Column AT: No default.
• Column AV, Baseline CO_2 Factor Based on Fuel Use: Enter value from CO_2 Emission Factors Table for your fuel type (e.g., Diesel is 10079 g/mi).	• Column AV: 10079 g/mi.
• Column AW, Proposed Engine CO_2 Factor Based on Fuel Use: Enter value from CO_2 Emission Factors Table for your fuel type (e.g., CNG is 7244 g/mi).	• Column AW: No default.

Project Type/Worksheet Name	Input Data Needed	Default Assumptions
Alt-fuel Vehicles and Infrastructure: Light-Duty and Light Heavy-Duty Project Types = 4a, 4b, 4c, 4d, 4e, 12a, 12b, 12c Worksheet = LD & LHD Vehicle FYE 16	• # Years Effectiveness	• Not to exceed 5 years.
	• Unit # / ID	• List each vehicle separately.
	• Incremental Cost	• For new vehicles, must be based on two quotes—one for the new alt-fuel vehicle, and one for a new conventionally-fueled equivalent model that meets current emission standards.
	• Current Standard and New Vehicle Standard	• Enter in Columns E and F the standard that a vehicle is certified to, as shown on the CARB Executive Order.
	• Cost-Effectiveness	• Column U, automatically calculated. Each vehicle must meet the Policy requirements for cost-effectiveness.

Sample CARB Executive Order for Heavy-Duty On-Road Engines

California Environmental Protection Agency AIR RESOURCES BOARD	CUMMINS INC.	EXECUTIVE ORDER A-021-0571-1 New On-Road Heavy-Duty Engines Page 1 of 2 Pages

Pursuant to the authority vested in the Air Resources Board by Health and Safety Code Division 26, Part 5, Chapter 2; and pursuant to the authority vested in the undersigned by Health and Safety Code Sections 39515 and 39516 and Executive Order G-02-003;

IT IS ORDERED AND RESOLVED: The engine and emission control systems produced by the manufacturer are certified as described below for use in on-road motor vehicles with a manufacturer's GVWR over 14,000 pounds. Production engines shall be in all material respects the same as those for which certification is granted.

MODEL YEAR	ENGINE FAMILY	ENGINE SIZES (L)	FUEL TYPE [1]	STANDARDS & TEST PROCEDURE	INTENDED SERVICE CLASS [2]	ECS & SPECIAL FEATURES [3]	DIAGNOSTIC [6]
2012	CCEXH0729XAD	11.9	Diesel	Diesel	UB	DDI, TC, CAC, ECM, EGR, OC, SCR-U, PTOX	EMD

PRIMARY ENGINE'S IDLE EMISSIONS CONTROL [5]	ADDITIONAL IDLE EMISSIONS CONTROL [5]
Exempt	N/A

ENGINE (L)	ENGINE MODELS / CODES (rated power, in hp)
11.9	ISX11.9 385 / 3865;FR20350 (379), ISX12 385 / 3865;FR20350 (379)

* =not applicable; **GVWR**=gross vehicle weight rating; **13 CCR xyz**=Title 13, California Code of Regulations, Section xyz; **40 CFR 86.abc**=Title 40, Code of Federal Regulations, Section 86.abc; **L**=liter; **hp**=horsepower; **kw**=kilowatt; **hr**=hour;

[1] **CNG/LNG**=compressed/liquefied natural gas; **LPG**=liquefied petroleum gas; **E85**=85% ethanol fuel; **MF**=multi fuel a.k.a. **BF**=bi fuel; **DF**=dual fuel; **FF**=flexible fuel;

[2] **L/M/H HDD**=light/medium/heavy heavy-duty diesel; **UB**=urban bus; **HDO**=heavy duty Otto;

[3] **ECS**=emission control system; **TWC/OC**=three-way/oxidizing catalyst; **NAC**=NOx adsorption catalyst; **SCR-U / SCR-N**=selective catalytic reduction – urea / – ammonia; **WU (prefix)** =warm-up catalyst; **DPF**=diesel particulate filter; **PTOX**=periodic trap oxidizer; **HO2S/O2S**=heated/oxygen sensor; **HAFS/AFS**=heated/air-fuel-ratio sensor (a.k.a., universal or linear oxygen sensor); **TBI**=throttle body fuel injection; **SFI/MFI**=sequential/multi port fuel injection; **DGI**=direct gasoline injection; **GCARB**=gaseous carburetor; **IDI/DDI**=indirect/direct diesel injection; **TC/SC**=turbo/super charger; **CAC**=charge air cooler; **EGR / EGR-C**=exhaust gas recirculation / cooled EGR; **PAIR/AIR**=pulsed/secondary air injection; **SPL**=smoke puff limiter; **ECM/PCM**=engine/powertrain control module; **EM**=engine modification; **2 (prefix)**=parallel; **(2) (suffix)**=in series; **AMOX**=ammonia oxidation catalyst

[5] **ESS**=engine shutdown system (per 13 CCR 1956.8(a)(6)(A)(1); **30g**=30 g/hr NOx (per 13 CCR 1956.8(a)(6)(C); **APS** =internal combustion auxiliary power system; **ALT**=alternative method (per 13 CCR 1956.8(a)(6)(D); **Exempt**=exempted per 13 CCR 1956.8(a)(6)(B) or for CNG/LNG fuel systems; **N/A**=not applicable (e.g., Otto engines and vehicles);

[6] **EMD**=engine manufacturer diagnostic system (13 CCR 1971); **OBD**=on-board diagnostic system (13 CCR 1971.1);

Following are: 1) the FTP exhaust emission standards, or family emission limit(s) as applicable, under 13 CCR 1956.8; 2) the EURO and NTE limits under the applicable California exhaust emission standards and test procedures for heavy-duty diesel engines and vehicles (Test Procedures); and 3) the corresponding certification levels, for this engine family. "Diesel" CO, EURO and NTE certification compliance may have been demonstrated by the manufacturer as provided under the applicable Test Procedures in lieu of testing. (For flexible- and dual-fueled engines, the CERT values in brackets [ ] are those when tested on conventional test fuel. For multi-fueled engines, the STD and CERT values for default operation permitted in 13 CCR 1956.8 are in parentheses.).

in g/bhp-hr	NMHC		NOx		NMHC+NOx		CO		PM		HCHO	
	FTP	EURO	FTP	EURO	FTP	EURO	FTP	EURO	FTP	EURO	FTP	EURO
STD	0.14	0.14	0.20	0.20	*	*	15.5	15.5	0.01	0.01	*	*
FEL	*	*	*	*	*	*	*	*	*	*	*	*
CERT	0.04	0.01	0.12	0.09	*	*	1.1	0.00	0.004	0.002	*	*
NTE	0.21		0.30		*		19.4		0.02		*	

[4] **g/bhp-hr**=grams per brake horsepower-hour; **FTP**=Federal Test Procedure; **EURO**=Euro III European Steady-State Cycle, including **RMCSET**=ram mode cycle supplemental emissions testing; **NTE**=Not-to-Exceed; **STD**=standard or emission test cap; **FEL**=family emission limit; **CERT**=certification level; **NMHC/HC**=non-methane/hydrocarbon; **NOx**=oxides of nitrogen; **CO**=carbon monoxide; **PM**=particulate matter; **HCHO**=formaldehyde; **(Rev.: 2007-02-26)**

BE IT FURTHER RESOLVED: Certification to the FEL(s) listed above, as applicable, is subject to the following terms, limitations and conditions. The FEL(s) is the emission level declared by the manufacturer and serves in lieu of an emission standard for certification purposes in any averaging, banking, or trading (ABT) programs. It will be used for determining compliance of any engine in this family and compliance with such ABT programs.

BE IT FURTHER RESOLVED: For the listed engine models the manufacturer has submitted the materials to demonstrate certification compliance with 13 CCR 1965 (emission control labels), 13 CCR 1971 (engine manufacturer diagnostic) and 13 CCR 2035 et seq. (emission control warranty).

Engines certified under this Executive Order must conform to all applicable California emission regulations.

The Bureau of Automotive Repair will be notified by copy of this Executive Order.

This Executive Order hereby supersedes Executive Order A-021-057 dated December 7, 2011.

Executed at El Monte, California on this 17 day of April 2012.

Annette Hebert, Chief
Mobile Source Operations Division

San Francisco County Transportation Authority
1455 Market Street, 22nd Floor
San Francisco, California 94103
415.522.4800 FAX 415.522.4829
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Memorandum

Date: 01.23.15

RE: Citizens Advisory Committee
January 28, 2015

To: Citizens Advisory Committee

From: Anna LaForte – Deputy Director for Policy and Programming

Subject: **ACTION** – Adopt a Motion of Support for the Allocation of $5,199,670 in Prop K Funds, with Conditions, and $636,480 in Prop AA Funds for Eight Requests, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules

Summary

As summarized in Attachments 1 and 2, we have eight requests totaling $5,836,150 in Prop K and AA funds to present to the Citizens Advisory Committee. Attachment 3 summarizes our recommendations. We are requesting $750,000 in Prop K funds for traffic analysis and environmental studies required for the potential realignment of the I-280 off-ramp at Ocean Avenue and a ramp closure analysis for the possible closure of the I-280 on-ramp at Geneva Avenue near Balboa Park. These are two of the recommendations from the Balboa Park Station Area Circulation Study. The San Francisco Municipal Transportation Agency (SFMTA) has requested Prop K funds for six projects. They include construction of Balboa Park Station Area and Plaza Improvements to facilitate multi-modal access ($1,773,993); planning and design of Fall Protection Systems at seven vehicle maintenance facilities ($2,160,777); $72,000 to extend the existing Bicycle Safety Education Classes contract by nine months; planning, design, and construction of WalkFirst Rectangular Rapid Flashing Beacons at up to 11 locations ($222,900); construction of Golden Gate Road Diet from Polk to Market ($120,000) which is a near-term Vision Zero capital project; and $100,000 for the District 1 Neighborhood Transportation Improvement Program planning project to study safety and access improvements on four north-south corridors in the Richmond. Lastly, the SFMTA has requested $636,000 in Prop AA funds for Franklin and Divisadero Signal Upgrade construction. **We are seeking a motion of support for the allocation of $5,199,670 in Prop K funds, with conditions, and $636,480 in Prop AA funds for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

BACKGROUND

We have received eight requests for a combined total of $5,199,670 in Prop K funds and $636,480 in Prop AA funds to present to the Citizens Advisory Committee (CAC) at the January 28, 2015 meeting, for potential Board approval on February 24, 2015. As shown in Attachment 1, the requests come from the following Prop K and Prop AA categories:

- Prop K Balboa Park BART/MUNI Station Access
- Prop K Rehabilitate/Upgrade Existing Facilities – MUNI
- Prop K Signals and Signs
- Prop K Bicycle Circulation/Safety
- Prop K Pedestrian Circulation/Safety
- Prop K Transportation/Land Use Coordination
- Prop AA Pedestrian Safety

Transportation Authority Board adoption of a 5-Year Prioritization Program (5YPP) for Prop K and Prop AA programmatic categories is a prerequisite for allocation of funds from these categories.

DISCUSSION

The purpose of this memorandum is to present eight Prop K ($5,199,670) and Prop AA ($636,480) requests to the CAC and to seek a motion of support to allocate the funds as requested. Attachment 1 summarizes the eight requests, including information on proposed leveraging (i.e. stretching Prop K dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 provides a brief description of each project. A detailed scope, schedule, budget and funding plan for each project are included in the enclosed Allocation Request Forms.

Staff Recommendation: Attachment 3 summarizes the staff recommendations for the requests, highlighting special conditions, 5YPP amendments and other items of interest. Transportation Authority staff and project sponsors will attend the CAC meeting to provide brief presentations on some of the specific requests and to respond to any questions that the CAC may have.

ALTERNATIVES

1. Adopt a motion of support for the allocation of $5,199,670 in Prop K funds, with conditions, and $636,480 in Prop AA funds for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules, as requested.
2. Adopt a motion of support for the allocation of $5,199,670 in Prop K funds, with conditions, and $636,480 in Prop AA funds for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

This action would allocate $5,199,670 in Fiscal Year 2014/15 Prop K funds, with conditions, and $636,480 in Fiscal Year 2014/15 Prop AA funds for eight requests. The allocations would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Forms.

The Prop K Capital Budget (Attachment 4) shows the recommended cash flow distribution schedules for the subject requests. Attachment 5 contains a cash-flow-based summary table including the Prop K Fiscal Year 2014/15 allocations to date and the subject Prop K requests.

The Prop AA Fiscal Year 2014/15 Capital Budget (Attachment 6) shows the recommended cash flow distribution schedules for the subject Prop AA allocation requests, and Attachment 7 contains a cash-flow-based summary table of the Fiscal Year 2014/15 allocations to date, including the subject Prop AA requests.

Sufficient funds are included in the adopted Fiscal Year 2014/15 budget to accommodate the recommendation actions. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distribution for those respective fiscal years.

RECOMMENDATION

Adopt a motion of support for the allocation of $5,199,670 in Prop K funds, with conditions, and $636,480 in Prop AA funds for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedule.

Attachments (7):

1. Summary of Applications Received
2. Project Descriptions
3. Staff Recommendations
4. Prop K Capital Budget 2014/15
5. Prop K 2014/15 Fiscal Year Cash Flow Distribution – Summary Table
6. Prop AA Capital Budget 2014/15
7. Prop AA 2014/15 Fiscal Year Cash Flow Distribution – Summary Table

Enclosure:

1. Prop K/Prop AA Allocation Request Forms (8)

Attachment 1: Summary of Applications Received

Source	EP Line No./ Category [1]	Project Sponsor [2]	Project Name	Current Prop K Request	Current Prop AA Request	Total Cost for Requested Phase(s)	Prop K Leveraging: Expected Leveraging by EP Line [3]	Prop K Leveraging: Actual Leveraging by Project Phase(s) [4]	Phase(s) Requested	District
Prop K	13	SFCTA	I-280 Interchange Improvements at Balboa Park	$ 750,000	$ -	$ 1,100,000	72%	0% for current phase; leveraging all phases TBD	Environmental Studies	7, 11
Prop K	13	SFMTA	Balboa Park Station Area and Plaza Improvements	$ 1,773,993	$ -	$ 6,407,000	72%	72%	Construction	7, 11
Prop K	20M	SFMTA	Fall Protection Systems	$ 2,160,777	$ -	$ 2,160,777	90%	0% for current phase; 87% for all phases	Planning, Design	2, 7, 8, 10, 11
Prop AA	Ped	SFMTA	Franklin and Divisadero Signal Upgrade	$ -	$ 636,480	$ 4,502,080	NA	NA	Construction	2, 5
Prop K	39	SFMTA	Bicycle Safety Education Classes	$ 72,000	$ -	$ 377,000	28%	0%	Construction	Citywide
Prop K	40	SFMTA	WalkFirst Rectangular Rapid Flashing Beacons	$ 222,900	$ -	$ 297,100	25%	25%	Planning, Design, Construction	1, 2, 3, 4, 9, 10, 11
Prop K	40	SFMTA	Golden Gate Avenue Road Diet [Vision Zero]	$ 120,000	$ -	$ 120,000	25%	0% current phase; 20% for all phases	Construction	6
Prop K	44	SFMTA	District 1 NTIP [NTIP Planning]	$ 100,000	$ -	$ 100,000	40%	0%	Planning	1
			TOTAL	**$ 5,199,670**	**$ 636,480**	**$ 15,063,957**	**72%**	**45%**		

Footnotes

[1] "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2014 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2012 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit).

[2] Acronyms include SFMTA (San Francisco Municipal Transportation Agency) and SFCTA (San Francisco County Transportation Authority).

[3] "Expected Leveraging By EP Line" is calculated by dividing the total non-Prop K funds expected to be available for a given Prop K Expenditure Plan line item (e.g. Pedestrian Circulation and Safety) by the total expected funding for that Prop K Expenditure Plan line item over the 30-year Expenditure Plan period. For example, expected leveraging of 90% indicates that on average non-Prop K funds should cover 90% of the total costs for all projects in that category, and Prop K should cover only 10%.

[4] "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K funds in the funding plan by the total cost for the requested phase or phases. If the percentage in the "Actual Leveraging" column is lower than in the "Expected Leveraging" column, the request (indicated by yellow highlighting) is leveraging fewer non-Prop K dollars than assumed in the Expenditure Plan. A project that is well leveraged overall may have lower-than-expected leveraging for an individual or partial phase.

Attachment 2: Brief Project Descriptions [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
13	SFCTA	I-280 Interchange Improvements at Balboa Park	$ 750,000	$ -	Prop K funds will be used for traffic analysis and environmental work required for the proposed realignment of the I-280 off-ramp at Ocean Avenue to make it a "T" intersection with a new signal at Ocean. The scope also includes a ramp closure analysis for the possible closure of the I-280 on-ramp at Geneva Avenue. If the closure analysis receives federal, state, and local approvals, the project would develop an implementation plan for the closure project. A public involvement plan will be developed for the project, and the Balboa Park Community Advisory Committee will provide input at key points. The Transportation Authority will lead the project, coordinating with SFMTA, SF Public Works, BART and the SFPUC. The ramp closure analysis will be completed by fall 2015, with the overall scope completed by September 2016.
13	SFMTA	Balboa Park Station Area and Plaza Improvements	$ 1,773,993	$ -	Funds will be used to construct a suite of multi-modal access improvements in the Balboa Park station area. Scope elements were identified in the 2012 Balboa Park Station Capacity Study and the Balboa Park Station Access and Safety project, with the Balboa Park Community Advisory Committee providing input during planning and design. Improvements will include sidewalk widening and street reconfiguration on Geneva Avenue, pedestrian-scale lighting, wayfinding signs, flashing beacons at the Ocean Avenue off-ramp, curb ramps, train control improvements, utility relocation to facilitate future reconstruction by BART of the entrance plaza on Ocean Avenue, a pedestrian signal, and street resurfacing and related improvements on Geneva Avenue. Construction will be complete by June 2016 and will be coordinated with SFMTA's Green Light Rail Center Track Replacement and BART's Eastside Connections projects.
20M	SFMTA	Fall Protection Systems	$ 2,160,777	$ -	Prop K will be used for planning and design of 25 worker fall protection systems at seven SFMTA vehicle maintenance facilities. Design work will be done by SFMTA and SF Public Works engineering staff. Prop K is the sole fund source for the initial phases, but will leverage other funds such as Prop B Streets Bond or general obligation bond funds for the construction phase, estimated at $14 million. Design will be complete by June 2016 and construction will be complete by December 2017 subject to funding availability.

Attachment 2: Brief Project Descriptions [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
Ped	SFMTA	Franklin and Divisadero Signal Upgrade	$ -	$ 636,480	Funds will be used to upgrade the signal infrastructure at 29 intersections on the Franklin Street corridor and 3 intersections on the Divisadero Street corridor. Ten of these intersections are WalkFirst locations. Upgrades include new or upgraded wiring, Pedestrian Countdown Signals (PCS), Accessible Pedestrian Signals (APS) pushbuttons, larger signal heads, poles and mast-arms, signal controllers at the three locations. Design was funded by Prop K and Prop AA. SFMTA will begin construction in September 2015 and all project elements will be open for use by December 2016. See the list of intersections on page 15 of the enclosed allocation request form.
39	SFMTA	Bicycle Safety Education Classes	$ 72,000	$ -	The SFMTA will use Prop K funds for a nine-month extension to an existing three-year bike safety education contract. The extension (from February 2015 through November 2015) will provide continuity in classes (adding 39 more classes) and also allow time for an evaluation of bike safety education and potential improvements to the program in advance of a new contract. Outreach and promotion for the classes will target underserved communities within San Francisco including promotion in Chinese, Spanish and English, and groups historically underrepresented in the cycling community such as ethnic minorities and women.

Attachment 2: Brief Project Descriptions [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
40	SFMTA	WalkFirst Rectangular Rapid Flashing Beacons	$ 222,900	$ -	Funds will be used to install 22 rectangular rapid flashing beacons (RRFBs) with solar panels and activation push buttons at up to 11 unsignalized crossing locations on WalkFirst high injury corridors to support Vision Zero. In comparison to other such crossing-related signal devices, like yellow flashing beacons or in-pavement flashers, RRFBs have been found to be approximately five times more effective in motorist compliance yielding to pedestrians. SFMTA anticipates that all beacons will be open for use by December 2016. See page 2 of the enclosed allocation request form for the list of locations.
40	SFMTA	Golden Gate Avenue Road Diet [Vision Zero]	$ 120,000	$ -	Prop K sales tax funds will be used to convert Golden Gate between Market and Polk Street from three lanes to two lanes and implement improvements to increase the visibility of pedestrians and slow traffic speeds. Improvements are likely to include lane edge lines, painted safety zones to improve visibility at crosswalks while encouraging slower turning speeds by motorists, continental crosswalks, and signal timing to calm vehicle traffic. This is one of the Near-Term Vision Zero capital projects. Improvements will be prioritized and designed in the first half of 2015 with funds from the District 6 Supervisor's Office budget. A community outreach meeting will be held in late winter or early spring 2015 to gather feedback on the proposed project before starting final design. Construction is scheduled to begin in the fourth quarter of Fiscal Year 2014/15 and the project should be open for use by January 2016.

Attachment 2: Brief Project Descriptions [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
44	SFMTA	District 1 NTIP [NTIP Planning]	$ 100,000	$ -	The requested funds will enable the SFMTA to plan and develop conceptual designs for two efforts: A) The SFMTA will study safety and access to and from Golden Gate Park (including potential improvements at Fulton) for bicyclists on four north-south corridors in the Richmond (i.e., 8th, 15th, 23rd, and 34th Avenues). The SFMTA will advance the top two corridors or sets of locations to detailed design. Other needs that emerge will be prioritized for future investment. B) The SFMTA proposes to engage the community and present options for safety improvements for people walking and on bikes on Arguello, resulting in a prioritized list of spot improvements including access to Rossi Playground. Outreach may include up to 3 community walks or bike rides and up to 3 community open houses. The SFMTA anticipates completion of the project in early 2016.
		TOTAL	**$ 5,199,670**	**$ 636,480**	

[1] See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Recommendation
13	SFCTA	I-280 Interchange Improvements at Balboa Park	$ 750,000	$ -	
13	SFMTA	Balboa Park Station Area and Plaza Improvements	$ 1,773,993	$ -	
20M	SFMTA	Fall Protection Systems	$ 2,160,777	$ -	**5-Year Prioritization Program (5YPP) Amendment:** Our recommendation is contingent upon a concurrent amendment to the Facilities-Muni 5YPP to reprogram $1,910,777 in FY 2014/15 funds from the Woods Renovation Hoists and Bays to the subject project. The Woods project will have $4.84 million in remaining FY 2014/15 Prop K programming. SFMTA will identify additional funding for the Woods project through its Capital Improvement Program updated in Spring 2015.
Ped	SFMTA	Franklin and Divisadero Signal Upgrade	$ -	$ 636,480	Our recommendation includes a commitment to allocate $3,162,920 in Fiscal Year 2015/16 Prop K funds to complete construction funding, consistent with the Prop K Strategic Plan. On January 9, at SFMTA's request, Transportation Authority staff granted a waiver to Prop K Strategic Plan policies allowing SFMTA to advertise the project in advance of the Transportation Authority Board allocation of the Fiscal Year 2015/16 funds to the project. The project advanced faster than anticipated and as an agency priority, SFMTA is committed to accelerating projects which include WalkFirst components (this applies to 10 of the 32 intersections included in the request).
39	SFMTA	Bicycle Safety Education Classes	$ 72,000	$ -	
40	SFMTA	WalkFirst Rectangular Rapid Flashing Beacons	$ 222,900	$ -	Our recommendation is for a multi-phase allocation given short duration and overlap of planning and design phases and straightforward scope.
40	SFMTA	Golden Gate Avenue Road Diet [Vision Zero]	$ 120,000	$ -	Our recommendation includes a waiver to the Strategic Plan policy requiring substantial completion of prior phase as a prerequisite for allocation because this is a near-term Vision Zero project and the duration of design is short.

Attachment 3: Staff Recommendations [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Recommendation
44	SFMTA	District 1 NTIP [NTIP Planning]	$ 100,000	$ -	
		TOTAL	**$ 5,199,670**	**$ 636,480**	

[1] See Attachment 1 for footnotes.

Attachment 4.
Prop K FY 2014/15 Capital Budget[1]

EP #	Sponsor	Project Name	Total	Cash Flow Distribution					
				FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FYs 2019/20 - 2027/2028[2]
TRANSIT									
1	SFMTA	Van Ness Bus Rapid Transit	$ 1,594,280	$ 1,275,424	$ 318,856				
1	SFMTA	Geary Bus Rapid Transit	$ 872,859	$ 872,859					
5	TJPA	Transbay Transit Center and Downtown Extension	$ 43,046,950	$ 34,128,950	$ 4,693,000	$ 4,225,000			
5	TJPA	Downtown Extension	$ 1,219,000	$ 632,400	$ 586,600				
6	PCJPB	Caltrain Early Investment Program	$ 7,470,000	$ 7,470,000					
7	PCJPB	Railroad Bridge Load Rating	$ 382,347	$ 191,174	$ 191,173				
7	PCJPB	Rail Grinding	$ 620,400	$ 310,200	$ 310,200				
8	BART	Balboa Park Station Eastside Connections	$ 2,030,000			$ 2,030,000			
13	SFCTA	I-280 Interchange Improvements at Balboa Park	$ 750,000	$ 250,000	$ 500,000				
13	SFMTA	Balboa Park Station Area and Plaza Improvements	$ 1,773,993		$1,773,993				
14	SFCTA	Quint-Jerrold Connector Road Contracting and Workforce Development Strategy	$ 89,000	$ 89,000					
15	SFMTA	Light Rail Vehicle Procurement	$ 4,592,490			$ 3,092,490	$ 1,500,000		
17M	SFMTA	Light Rail Vehicle Procurement	$ 60,116,310	$ -	$ -	$ -	$ -	$ -	$ 60,116,310
17M	SFMTA	Replace 60 New Flyer 60-Foot Trolley Coaches	$ 20,831,776	$ 2,100,000	$ 12,800,000	$ 5,931,776			
17P	PCJPB	F40 Locomotive Mid-Life Overhaul	$ 1,042,857	$ 521,429	$ 521,428				
17U	SFMTA	Light Rail Vehicle Procurement	$ 66,444,342	$ -	$ -	$ -	$ -	$ -	$ 66,444,342
20M	SFMTA	Muni Metro East (MME) Phase 2	$2,598,500	$ 998,500	$ 1,600,000				
20M	SFMTA	Fall Protection Systems	$2,160,777	$ 400,000	$1,760,777				
20P	PCJPB	Systemwide Station Improvements	$ 210,989	$ 105,495	$ 105,494				
22B	BART	Transbay Tube Cross-Passage Doors Replacement	$ 250,000	$ 250,000					
22P	PCJPB	Quint Street Bridge Replacement	$ 303,066	$ 303,066					
22P	PCJPB	Systemwide Track Rehabilitation	$ 1,243,407	$ 621,704	$ 621,703				
Transit Subtotal			**$ 219,643,343**	**$ 50,520,201**	**$ 25,783,224**	**$ 15,279,266**	**$ 1,500,000**	**$ -**	**$ 126,560,652**
PARATRANSIT									
23	SFMTA	Paratransit	$ 9,670,000	$ 9,670,000					
Paratransit Subtotal			**$ 9,670,000**	**$ 9,670,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
VISITACION VALLEY WATERSHED									
27	SFMTA	Bayshore Multimodal Station Location Study	$ 14,415	$ 9,665	$ 4,750				
27	SFCTA	Bayshore Multimodal Station Location Study	$ 14,415	$ 9,665	$ 4,750				
27	SFMTA	Geneva-Harney BRT Feasibility/Pre-Environmental Study	$ 200,000	$ 112,866	$ 87,134				
Visitacion Valley Watershed Subtotal			**$ 228,830**	**$ 132,196**	**$ 96,634**	**$ -**	**$ -**	**$ -**	**$ -**
STREET AND TRAFFIC SAFETY									
31	SFMTA	Contract 62	$ 150,000	$ 50,000	$ 100,000				
34	SFPW	West Portal Ave and Quintara St. Pavement Renovation	$ 3,002,785	$ 2,402,228	$ 600,557				
35	SFPW	Street Repair and Cleaning Equipment	$ 701,034	$ 350,517	$ 350,517				
37	SFPW	Public Sidewalk Repair	$ 492,200	$ 492,200					
38	SFMTA	John Yehall Chin Safe Routes to School	$ 40,433	$ 40,433					

Attachment 4.
Prop K FY 2014/15 Capital Budget[1]

EP #	Sponsor	Project Name	Total	Cash Flow Distribution FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FYs 2019/20 - 2027/2028[2]
39	SFMTA	Twin Peaks Connectivity	$ 23,000	$ 19,866	$ 3,134				
39	SFMTA	Shared Roadway Bicycle Markings (Sharrows)	$ 256,100	$ 151,000	$ 105,100				
39	PCJPB	San Francisco Bicycle Parking Facility Improvements - Supplemental Funds	$ 20,000	$ 20,000					
39	SFMTA	Market Street Green Bike Lanes and Raised Cycletrack	$ 758,400	$ 500,544	$ 257,856				
39	SFMTA	2nd Street Vision Zero Improvements	$ 158,500	$ 79,250	$ 79,250				
39	SFMTA	5th Street Green Shared Roadway Markings (Sharrows)	$ 82,700	$ 41,350	$ 41,350				
39	SFMTA	Bicycle Safety Education Classes	$ 72,000	$ 36,000	$ 36,000				
40	SFMTA	WalkFirst Continental Crosswalks	$ 423,000	$ 211,500	$ 211,500				
40	Public Works	ER Taylor Elementary School Safe Routes to School	$ 6,575	$ 6,575					
40	Public Works	Longfellow Elementary School Safe Routes to School	$ 64,578	$ 12,663	$ 51,915				
40	SFMTA	WalkFirst Rectangular Rapid Flashing Beacons	$ 222,900	$ 64,500	$ 79,200	$ 79,200			
40	SFMTA	Golden Gate Avenue Road Diet [Vision Zero]	$ 120,000	$ 40,000	$ 80,000				
41	Public Works	Curb Ramps	$ 725,632	$ 21,769	$ 633,863	$ 70,000			
42	SFPW	Tree Planting and Maintenance	$ 1,000,000	$ 1,000,000					
Streets and Traffic Safety Subtotal			**$ 8,319,837**	**$ 5,540,395**	**$ 2,630,242**	**$ 149,200**	**$ -**	**$ -**	**$ -**
TSM/STRATEGIC INITIATIVES									
43	SFE	Commuter Benefits Ordinance Employer Outreach	$ 77,546	$ 77,546					
43	SFCTA	Bay Area Transit Core Capacity Study	$ 450,000	$ 315,000	$ 135,000				
43	SFCTA	San Francisco Corridor Management Study	$ 300,000	$ 75,000	$ 125,000	$ 100,000			
43	SFCTA	Treasure Island Mobility Management Program	$ 150,000	$ 150,000					
43	SFMTA	Comprehensive TDM Program	$ 100,000		$ 100,000				
44	SFMTA	Persia Triangle	$ 200,685	$ 100,343	$ 100,342				
44	SFCTA	NTIP Predevelopment/Program Support	$ 75,000	$ 75,000					
44	SFMTA	NTIP Predevelopment/Program Support	$ 75,000	$ 75,000					
44	SFMTA	Western Addition Community-Based Transportation Plan [NTIP]	$ 240,000	$ 96,000	$ 96,000	$ 48,000			
44	SF Public Works	Chinatown Broadway Phase IV	$ 701,886	$ 175,471	$ 526,415				
44	Public Works	ER Taylor Elementary School Safe Routes to School	$ 47,140	$ -	$ 47,140				
44	Public Works	Longfellow Elementary School Safe Routes to School	$ 61,865	$ -	$ 61,865				
44	SFMTA	Mansell Corridor Improvement	$ 572,754	$ -	$ 472,754	$ 100,000			
44	SFMTA	District 1 NTIP [NTIP Planning]	$100,000	$ 60,000	$ 40,000				
TSM/Strategic Initiatives Subtotal			**$ 3,151,876**	**$ 1,199,360**	**$ 1,704,516**	**$ 248,000**	**$ -**	**$ -**	**$ -**
TOTAL			**$ 241,013,886**	**$ 67,062,152**	**$ 30,214,616**	**$ 15,676,466**	**$ 1,500,000**	**$ -**	**$ 126,560,652**

[1] This table shows Cash Flow Distribution Schedules for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s).

[2] Light Rail Vehicle Procurement. See Resolution 15-12 for cash flow details.

Shaded lines indicate allocations/appropriations that are part of the current action.

Attachment 5.
Prop K FY 2014/15 Capital Budget[1]

	Total	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FYs 2019/20 - 2027/28[2]
Prior Allocations	$ 235,814,216	$ 66,211,652	$ 25,944,646	$ 15,597,266	$ 1,500,000	$ -	$ 126,560,652
Current Request(s)	$ 5,199,670	$ 850,500	$ 4,269,970	$ 79,200	$ -	$ -	$ -
New Total Allocations	$ 241,013,886	$ 67,062,152	$ 30,214,616	$ 15,676,466	$ 1,500,000	$ -	$ 126,560,652

[1] This table shows total cash flow for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s).

[2] Light Rail Vehicle Procurement. See Resolution 15-12 for cash flow details.

Attachment 6.

Prop AA FY 2014/15 Capital Budget[1]

Sponsor	Project Name	Total	Cash Flow Distribution FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
STREET REPAIR AND RECONSTRUCTION						
DPW	Dolores St Pavement Renovation	$ 2,210,000	$ 707,199	$ 1,502,801		
SFMTA	Mansell Corridor Improvement Project	$ 2,325,624	$ 50,000	$ 2,275,624		
	Street Repair and Reconstruction Subtotal	**$ 4,535,624**	**$ 757,199**	**$ 3,778,425**	**$ -**	**$ -**
PEDESTRIAN SAFETY						
UC Hastings	McAllister St Campus Streetscape	$ 1,762,206	$ 1,762,206			
SFMTA	Webster Street Pedestrian Countdown Signals	$ 260,000	$ 100,000	$ 160,000		
SFMTA	New Signals Contract 62	$ 310,000	$ -	$ 310,000		
SFMTA	Franklin and Divisadero Signal Upgrade	$ 636,480	$ 41,000	$ 395,000	$ 200,480	
	Pedestrian Safety Subtotal	**$ 2,968,686**	**$ 1,903,206**	**$ 865,000**	**$ 200,480**	**$ -**
TRANSIT RELIABILITY AND MOBILITY IMPROVEMENTS						
SFMTA	City College Pedestrian Connector	$ 42,000	$ 42,000			
SFMTA	City College Pedestrian Connector	$ 891,000		$ 891,000		
	Transit Reliability and Mobility Improvements Subtotal	**$ 933,000**	**$ 42,000**	**$ 891,000**		**$ -**
TOTAL		**$ 8,437,310**	**$ 2,702,405**	**$ 5,534,425**	**$ 200,480**	**$ -**

[1] This table shows Cash Flow Distribution Schedules for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s). Shaded lines indicate allocations/appropriations that are part of the current action.

Attachment 7.
Prop AA FY 2014/15 Capital Budget Summary[1]

	Total	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18
Prior Allocations	$ 7,800,830	$ 2,661,405	$ 5,139,425	$ -	$ -
Current Request(s)	$ 636,480	$ 41,000	$ 395,000	$ 200,480	$ -
New Total Allocations	$ 8,437,310	$ 2,702,405	$ 5,534,425	$ 200,480	$ -

[1] This table shows total cash flow for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s).

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San Francisco County Transportation Authority
1455 Market Street, 22nd Floor
San Francisco, California 94103
415.522.4800 FAX 415.522.4829
info@sfcta.org www.sfcta.org

Memorandum

Date: 01.23.15

RE: Citizens Advisory Committee
January 28, 2015

To: Citizens Advisory Committee

From: Amber Crabbe – Assistant Deputy Director for Policy and Programming AC

Subject: **ACTION** – Adopt a Motion of Support for Programming of Up to $5,143,714 in Cycle 4 Lifeline Transportation Program (LTP) Funds to Two San Francisco Municipal Transportation Agency (SFMTA) Projects and Concurrence with Cycle 4 LTP Prop 1B Priorities as Submitted by SFMTA and the Bay Area Rapid Transit District

Summary

Metropolitan Transportation Commission's (MTC's) Lifeline Transportation Program (LTP) funds projects that improve mobility for low-income populations primarily by addressing gaps or barriers identified through community-based transportation plans or other substantive local planning efforts. In our role as Congestion Management Agency (CMA), the Transportation Authority prioritizes a portion of LTP funds and helps MTC with administering the overall LTP for San Francisco. Attachment 1 shows the list of San Francisco's previous LTP priorities. For Cycle 4, MTC has assigned $3.8 million in State Transit Assistance and $1.1 million in Federal Transit Administration Section 5307 Job Access and Reverse Commute funds to the Transportation Authority. An additional $216,000 in Cycle 2 LTP funds is also available for reprogramming due to the cancelation of the San Bruno Transit Preferential Streets project which will be implemented through Muni Forward. In October 2014, we released a call for projects, and by the December deadline, we received four applications from the San Francisco Municipal Transportation Agency (SFMTA) totaling $6.6 million. Consistent with MTC's guidelines and the prioritization criteria (Attachment 2), the evaluation panel reached consensus on the project rankings, and upon consultation with SFMTA, we recommend fully funding Potrero Hill Pedestrian Safety and Transit Stop Improvements and Expanding Late Night Transit Services (Attachment 3). MTC has assigned State Prop 1B funds directly to transit operators to program at their discretion with CMAs' concurrence. Attachment 4 shows a summary of LTP Prop 1B priorities, including SFMTA's Van Ness Avenue Bus Rapid Transit ($6.19 million) and the Bay Area Rapid Transit District's (BART's) Wayfinding Signage and Pit Stop Initiative ($4.6 million). **We are seeking a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two SFMTA projects and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and BART.**

BACKGROUND

The Metropolitan Transportation Commission (MTC) established the Lifeline Transportation Program (LTP) to fund projects improving mobility for low-income populations primarily by addressing gaps or barriers identified through community-based transportation plans or other substantive local planning efforts. In our role as Congestion Management Agency (CMA), the Transportation Authority prioritizes a portion of LTP funds and helps MTC with administering the overall LTP for San Francisco. Over the past three cycles, the Transportation Authority has programmed a total of $19.1 million and provided concurrence for transit operators' priorities totaling $13.8 million in LTP state Proposition 1B (Prop 1B) funds. Attachment 1 shows the list of San Francisco's previous LTP priorities.

DISCUSSION

The purpose of this memorandum is to seek a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two San Francisco Municipal Transportation Agency (SFMTA) projects, and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and the Bay Area Rapid

Transit District (BART).

Available Funding: The LTP is complicated to administer, since it is comprised of multiple funding sources with varying eligibility requirements. MTC has assigned the Cycle 4 LTP's three funding sources as follows:

- State Transit Assistance (STA) and Federal Transit Administration (FTA) Section 5307 Job Access and Reverse Commute (JARC) funds are assigned to CMAs based on each county's share of the regional low-income population. The Transportation Authority's share of funds totals up to $4.9 million, including up to $3.8 million in STA and $1.1 million in Section 5307 JARC funds, for which we released a call for projects in October 2014. Eligibility constraints associated with these fund sources limited grant recipients largely to transit operators, and the scope of projects largely to transit-related projects. Details on the call and guidelines are posted on our Cycle 4 LTP page, http://www.sfcta.org/lifeline/cycle4call.
- State Prop 1B funds are assigned to transit operators based on their share of the regional low-income ridership and regional low-income population. Upon concurrence from applicable CMAs, transit operators may program Prop 1B funds to transit-related capital projects that are consistent with LTP guidelines. For this cycle, MTC assigned $6.1 million in Prop 1B funds to SFMTA and $4.6 million to BART. MTC required transit operators to submit their LTP Prop 1B priorities to CMAs by January 15, 2015.

In addition to the $4.9 million in STA and Section 5307 JARC funds for this cycle, we are able to program $216,000 in Prop 1B funds from the Cycle 2 LTP, which have been freed up due to cancellation of the LTP San Bruno Transit Preferential Streets project. The San Bruno project is now advancing as part of SFMTA's Muni Forward program.

Transportation Authority Priorities as Competitively Selected: By the December 18, 2014 deadline, we received four project proposals from the SFMTA totaling $6.6 million compared to the $5,143,714 available for programming. Consistent with MTC guidelines, the proposals were reviewed by our Cycle 4 LTP evaluation panel, which consisted of a representative from the MTC Policy Advisory Committee, a representative from Bayview MAGIC (the San Francisco Public Defender's community-based organization), and Transportation Authority staff. Based on the prioritization criteria as described in Attachment 2 and available funding, the panel reached consensus that the two highest scoring projects, i.e. the SFMTA's Potrero Hill Pedestrian Safety and Transit Stop Improvements project and the Expanding Late Night Transit Services project, should receive funding, and that the lowest scoring project, i.e. Multimodal Wayfinding, should not receive funding, given the project's relatively weak focus on low-income residents. In consultation with SFMTA staff, we are recommending programming all available LTP STA funds and Section 5307 JARC funds, as well as the freed-up $216,000 Prop 1B funds from the Cycle 2 LTP, to the two top-scoring projects, with the option of using any cost savings from the Potrero project to expand the Late Night Transit Services project. These two projects support recommendations emerging from the Potrero Neighborhood Transportation Plan and the Late Night Transportation Study. Attachment 3 summarizes the proposals and recommendations, highlighting evaluation considerations.

LTP Prop 1B Priorities as Submitted by SFMTA and BART: The SFMTA has proposed programming its entire LTP Prop 1B share of $6.1 million to the Van Ness Avenue Bus Rapid Transit (BRT) project. This will allow SFMTA to reduce an equivalent amount of Prop K sales going to the Van Ness BRT project and direct them to Geary BRT instead. Both BRT projects are LTP-eligible, but Van Ness BRT will be delivered first and will provide benefits to the public sooner.

BART has proposed programming $1.2 million of its $4.6 million share to the Mission Station Wayfinding and Pit Stop Initiative project, which involves a collaboration with San Francisco Public Works. Attachment 4 summarizes the LTP Prop 1B priorities as submitted.

Next Steps: MTC requires CMAs to submit their county's LTP priorities, and transit operators to submit their LTP Prop 1B allocation requests, by March 13, 2015. Upon the MTC Commission's approval (scheduled for April 22, 2015), sponsors can submit STA requests to MTC and Section 5307 JARC requests to the FTA, and MTC will forward Prop 1B allocation requests to Caltrans, which manages the Prop 1B allocation process, for their respective approvals.

ALTERNATIVES

1. Adopt a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two SFMTA projects and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and BART, as requested.
2. Adopt a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two SFMTA projects and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and BART, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

There are no direct impacts on the Transportation Authority's adopted Fiscal Year 2014/15 budget associated with the recommended action.

RECOMMENDATION

Adopt a motion of support for programming of up to $5,143,714 in Cycle 4 LTP funds to two SFMTA projects and concurrence with Cycle 4 LTP Prop 1B priorities as submitted by SFMTA and BART.

Attachments (4):

1. Cycle 1 – 3 LTP San Francisco Project List
2. Cycle 4 LTP Prioritization Criteria
3. Cycle 4 LTP Transportation Authority Programming Recommendation
4. Cycle 4 LTP Prop 1B Priorities as Submitted by Transit Operators

Attachment 1

Cycle 1 - 3 Lifeline Transportation Program (LTP)
San Francisco Project List

Project Sponsor[1]	Project Name	LTP Funding ($)	Total Project Cost ($)
Cycle 1			
THC	Outreach Initiative for Lifeline Transit Access	$137,741	$227,870
SFMTA	Muni Route 109/Treasure Island	$525,000	$874,094
SFMTA	Muni Route 29 Service	$946,222	$1,182,778
BVHPF	Bayview Hunters Point Community Transport	$924,879	$1,156,879
SFMTA	Lifeline Fast Pass Distribution Expansion	$219,334	$274,166
	Cycle 1 Total	*$2,753,176*	*$3,715,787*
Cycle 2			
SFMTA	Shopper Shuttle	$1,560,000	$1,872,000
SFMTA	Route 108 Treasure Island Enhanced Service	$1,165,712	$1,097,000
SFMTA	Route 29 Reliability Improvement Project	$695,711	$1,672,560
SFMTA	Persia Triangle Transit Access Improvements Project	$802,734	$1,003,418
SFMTA	Randolph/Farallones/ Orizaba Transit Access Project	$480,000	$599,600
BART	Balboa Park Station-Eastside Connections Project (BART)	$1,906,050	$2,801,050
SFMTA	Balboa Park Station-Eastside Connections Project (SFMTA)	$1,083,277	$1,354,096
SFMTA	Bus Service Restoration Project	$1,698,272	$2,309,000
MOH/SFMTA	Hunters View Revitalization Transit Stop Connection	$510,160	$708,176
	Cycle 2 Total	*$9,901,916*	*$13,416,900*
Cycle 3			
SFMTA	Continuation of Bus Restoration	$2,158,562	$6,922,000
SFMTA	Route 108 Treasure Island Enhanced Service	$800,000	$1,075,677
SFMTA	Route 29 Reliability Improvement Project	$800,000	$4,058,492
SFMTA	Free Muni for Low Income Youth Pilot	$400,000	$9,900,000

Attachment 1

Lifeline Transportation Program (LTP)
San Francisco Project List

Project Sponsor[1]	Project Name	LTP Funding ($)	Total Project Cost ($)
SFMTA	Eddy and Ellis Traffic Calming Improvement	$1,175,104	$1,691,823
SFMTA	8X Customer First	$5,285,000	$11,637,000
SFMTA	Mission Customer First	$5,056,891	$10,440,000
SFMTA	Mission Bay Loop	$1,381,539	$6,100,000
	Cycle 3 Total	*$17,057,096*	*$51,824,992*
	Grand Total	**$29,712,188**	**$68,957,679**

[1]Project sponsor acronyms include the Bay Area Rapid Transit District (BART), Bayview Hunters Point Foundation for Community Improvement (BVHPF), Mayor's Office of Housing (MOH), San Francisco Municipal Transportation Agency (SFMTA), and Tenderloin Housing Clinic (THC).

Attachment 2

CYCLE 4 LIFELINE TRANSPORTATION PROGRAM PRIORITIZATION CRITERIA – SAN FRANCISCO

The Metropolitan Transportation Commission's (MTC's) Guidelines largely dictate the overall criteria. MTC staff has concurred with the San Francisco-specific criteria, marked with *italicized text.*

- **Project Need/Goals and Objectives:** The extent to which the project addresses the unmet transportation need of and improves a range of transportation choices for the low-income populations and/or Communities of Concern (CoCs), as identified through relevant planning efforts, will be considered.
- **Community-Identified Priority:** Strategies emerging from local Community-Based Transportation Plans (CBTPs) or other substantive local planning efforts involving focused outreach to low-income populations will be prioritized. Projects may also demonstrate consistency with the Bay Area's Coordinated Public Transit-Human Services Transportation Plan, countywide or regional welfare-to-work transportation plans, or other documented assessment of need within the designated CoCs. Findings emerging from aforementioned planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county. *Sponsors must demonstrate community and agency support and/or lack of significant opposition at the time of application, in addition to previous public support documented in the CBTPs or local planning efforts.*
- **Implementation Plan and Project Management Capacity:** Projects that demonstrate an ability to meet timely use of funds requirements, *without foreseeable implementation issues that may affect project delivery*, will be prioritized in order to avoid loss of funds to San Francisco. Sponsors should provide evidence of their financial and management capacity to implement the proposed project, commitment from partner agencies, and a successful experience with delivering state or federal projects. For sponsors who have previously received LTP funds, their track record of delivering LTP projects will be considered.
- **Project Budget and Sustainability:** *Projects that have secured funding sources for long-term maintenance beyond the grant period will be prioritized.*
- **Cost-Effectiveness and Performance Indicators:** Projects that will address the identified need of low-income populations in the most cost effective way, based on clear, measurable, outcome-based performance measures, will be prioritized. A plan should be provided for ongoing monitoring and evaluation of the project, and steps to be taken if original goals are not achieved.
- **Coordination and Outreach:** Projects that are coordinated with other community transportation and/or social service resources will be prioritized. Sponsors should clearly identify project stakeholders and how they will keep stakeholders involved and informed throughout the project implementation.
- ***Program/Geographic Diversity:*** *After projects are evaluated based on all of the above criteria, program/geographic diversity criteria will be applied to the entire draft recommended list. The LTP offers a relatively rare opportunity to fund and test new and creative approaches to improving mobility for low-income San Franciscans, so the Cycle 4 LTP project list as a whole will be reviewed to ensure a diversity of project types and approaches and benefits to multiple constituencies.*

Attachment 3.
Cycle 4 Lifeline Transportation Program (LTP)
Transportation Authority Programming Recommendation

Rank	Sponsor	Project Title	Description	Evaluation Panel Recommendation Considerations	Score (of 40)	Sup. District	Project Type	Total Cost	LTP Requested	LTP Recommended [1, 2]	LTP Cumulative Remaining
LTP Amount Available [1]											**$5,143,714**
Recommended											
1	San Francisco Municipal Transportation Agency (SFMTA)	Potrero Hill Pedestrian Safety and Transit Stop Improvements	Improve pedestrian safety, transit access, and a sense of place by defining pedestrian bulbouts with high-impact planting barriers at five intersections in the Potrero Terrace and Annex Public Housing sites (25th at Connecticut and Texas-Dakota; 23rd at Dakota-Missouri and Arkansas, and Missouri at Watchman Way), as recommended through the Potrero Hill Neighborhood Transportation Plan efforts. This space will shorten crossing distances; force traffic to make slower turns; and create space for temporary bus bulbs, seatings, and plantings. The Planning Department will lead the design phase as part of its Pavement-to-Park program.	Panel recommended fully funding this project, given the direct link to needs of and benefits to the community of concern, a quick implementation timeline, and the modest request amount.	34	10	Capital	$ 477,309	$ 375,854	$ 375,854	$4,767,860
2	SFMTA	Expanding Late Night Transit Service to Communities in Need [2]	Support emerging recommendations from the Late Night Transportation Study by improving late-night Owl transit service in key communities of concern for three years by: 1) upgrading the 108-Treasure Island Owl frequency; 2) closing gaps in the Owl network through short lines of the 48-Quintara/24th Street (Mission to Dogpatch) and 44-O'Shaughnessy (Bayview to Glen Park); 3) investing in additional service hours, maintenance and supervision in the existing Owl Network to improve performance; and 4) increasing the number of real-time information displays for late-night customers.	Panel discussed the possibility of recommending less than the requested amount, given the magnitude of the request, to also fund Mobility Management. SFMTA expressed its preference to fully fund this project in order to maximize its effectiveness. Also see notes on Mobility Management.	33	Citywide	Capital, operating	$ 5,947,860	$ 4,720,000	$ 4,767,860	$0
Not recommended											
3	SFMTA	Mobility Management	Meet the individualized transportation needs of seniors and persons with disabilities by: 1) operating a one-stop Transportation Information and Referral Center; 2) providing travel training/program; 3) integrating Paratransit Taxi Debit Card with taxi hailing application (E-Hail); 4) expanding Paratransit Plus, a non-ADA taxi program for riders who may not qualify for ADA paratransit services but need extra assistance; 5) offering Peer Escort Program to assist riders who have difficulties travelling independently; and 6) purchasing tablets for ADA vans to improve communication.	Panel supported the project but considered a less direct link to the low-income and the slow delivery of mobility management activities from the Cycle 2 LTP. Without Cycle 4 LTP funds, SFMTA can still proceed with this project with FTA Section 5310 New Freedom funds, and is working with us and MTC to incorporate the unfunded portion of the scope into the related Cycle 2 LTP project.	29	Citywide	Operating	$ 1,568,929	$ 786,589	$0	$0

Attachment 3.
Cycle 4 Lifeline Transportation Program (LTP)
Transportation Authority Programming Recommendation

Rank	Sponsor	Project Title	Description	Evaluation Panel Recommendation Considerations	Score (of 40)	Sup. District	Project Type	Total Cost	LTP Requested	LTP Recommended [1, 2]	LTP Cumulative Remaining
4	SFMTA	Multimodal Wayfinding	Improve the quality of multimodal trip information, including walking, biking, taxi, and bike/car share, by: 1) conducting needs assessment and existing conditions analysis; and 2) developing a citywide strategy, standards, and templates of on-street multimodal trip planning and signage maps for future implementation at five pilot locations and in coordination with major capital projects.	Panel agreed not to fund this project with LTP funds given its weak focus on low-income residents and uncertain implementation plan.	18	Citywide	Capital (design)	$ 909,959	$ 727,967	$0	$0
							Total	**$ 8,904,057**	**$ 6,610,410**	**$ 5,143,714**	

[1] The available and recommended Cycle 4 LTP amount for CMA programming reflects 1) up to $3,865,036 in State Transit Assistance funds, 2) $1,062,678 in Federal Transit Administration (FTA) Section 5307 Job Access and Reverse Commute (JARC) funds, and 3) $216,000 in State Prop 1B Infrastructure Bond funds that have been freed up from the Cycle 2 LTP due to cancellation of the San Bruno Transit Preferential Streets (TPS) project. The San Bruno project is advancing as part of SFMTA's Muni Forward.

Portions of STA and FTA Sec. 5307 JARC funds are future projections. We will work with SFMTA and MTC to adjust LTP funding amounts to reflect actual revenue levels. In particular, MTC requires CMAs to program 95% of the estimated STA amount and develop a contingency plan for the remaining 5% (i.e. $193,251 for San Francisco), which we recommend programming to the SFMTA's Expanding Late Night Transit Service project should it become available. SFMTA has confirmed it can adjust the project's LTP amount to accommodate the actual STA revenue levels, as well as $216,000 in State Prop 1B funds from the San Bruno TPS project.

[2] Amount recommended for programming to the Expanding Late Night Transit Service to Communities in Need project beyond the requested LTP funds will be used to further expand late night transportation services.

Sponsor	Project Title	Description	Sup. District	Total Cost	LTP Prop 1B Amount
San Francisco Municipal Transportation Agency (SFMTA)	Van Ness Bus Rapid Transit (BRT)	The Van Ness BRT project calls for dedicated bus lanes on Van Ness Avenue from Lombard to Mission streets, mainly used by Muni's 49 and 47 lines and Golden Gate Transit. All-door boarding, elimination of most left turns, transit signal priority, and traffic signal optimization will help reduce transit travel time on the corridor by as much as 33 percent. Strengthening transit along this two-mile stretch of Van Ness will also positively affect the efficiency of connecting routes. In addition, pedestrian improvements, signal upgrades, new streetlights, new landscaping, and roadway resurfacing will be implemented throughout the corridor to improve safety and aesthetics. For more information, please visit vannessbrt.org. This project will significantly improve the transit speed, reliability, connectivity, and comfort along the main north-south corridor that serves several Communities of Concern, including Tenderloin/Civic Center, Downtown/Chinatown/North Beach/Treasure Island, Inner Mission, South of Market and Western Addition/Inner Richmond. Many of the project ideas were generated as a result of local planning efforts in these communities. More details about the local planning efforts can be found on the Coordination and Public Participation chapter of the project's Final Environmental Impact Report <http://www.sfcta.org/sites/default/files/content/Planning/VanNess_BRT_EIR/FEIR-FEIS/Volume%20I/08_Van_Ness_BRT_Final_EIS_EIR_Chapter%208_Coordination_and_Public_Participation.pdf>.	2, 3, 5, 6	$ 162,072,300	$ 6,189,054

Sponsor	Project Title	Description	Sup. District	Total Cost	LTP Prop 1B Amount
Bay Area Rapid Transit (BART)	Wayfinding Signage and Pit Stop Initiative	BART proposes adding $1 million in Cycle 4 Prop 1B funds to install wayfinding signage at the 16th/Mission and 24th/Mission Stations, similar to those recently installed in the downtown San Francisco stations. This scope received Cycle 3 LTP Prop 1B funds ($800,000, concurred by the Transportation Authority through Res. 12-55) and Prop K funds ($200,000 allocated through Res. 14-20, Proj. No. 108.902006) but needed more funds to cover the increase in sign quantities and the addition of transit information displays and station identification pylons. In addition, BART proposes using $200,000 in Cycle 4 LTP Prop 1B funds to provide high quality portable toilets and sinks with solar-powered lighting, used needle receptacles, and dog waste stations at the 16th/Mission and Civic Center stations through the San Francisco Public Works' Pit Stop Initiative. The scope includes one year of service to operate and monitor the facility Tuesday through Friday from 2 pm to 9 pm. The two stations were selected due to their problematic sanitary conditions, and the need for the Pit Stop facility has been identified through the Planning Department's Mission Street Public Life Plan.	6	$ 2,525,291	$ 1,220,233
			Total	**$ 168,322,882**	**$ 7,409,287**

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Memorandum

Date: 01.23.14

RE: Citizens Advisory Committee
January 28, 2015

To: Citizens Advisory Committee

From: Amber Crabbe – Assistant Deputy Director for Policy and Programming AC

Subject: **ACTION** – Adopt a Motion of Support for Reprogramming of $10,227,540 in OneBayArea Grant Funds from the San Francisco Municipal Transportation Agency's Masonic Avenue Complete Streets Project to the Light Rail Vehicle Procurement Project, with Conditions

Summary

In June 2013, the Transportation Authority programmed $10.2 million in federal funds to the San Francisco Municipal Transportation Agency's (SFMTA's) Masonic Avenue Complete Streets (Masonic Avenue) project as part of San Francisco's competitively awarded OneBayArea Grant (OBAG) program. The Masonic Avenue project will reallocate road space to calm traffic, dedicate space for bicyclists, and provide pedestrian and transit enhancements on Masonic Avenue from Fell Street to Geary Boulevard. Consistent with regional timely use of funds requirements, the SFMTA must obligate the OBAG funds by April 30, 2015. If that deadline is missed, there is a high risk that the funds will not be available to the Masonic project before October 2016 due to the uncertainty in future federal funding levels. The SFMTA will not be able to meet this deadline as the project has been delayed due to its extensive coordination with the San Francisco Public Utilities Commission and unanticipated scope additions which included a dual sewer system, Muni overhead wire relocations, and new signals on medians. The SFMTA has identified Masonic Avenue as a priority safety project, so in order to avoid further delays, it has proposed swapping the Masonic Avenue project's OBAG funds with local revenue bond funds and reprogramming the OBAG funds to its Light Rail Vehicle (LRV) Procurement, which is eligible to receive OBAG funds. To minimize risk and avoid further delays, we support the proposed swap. Given the Transportation Authority's commitment to monitor the progress of San Francisco's originally approved OBAG project list, our recommended action includes a special condition that the SFMTA continue to follow our OBAG reporting requirements for the Masonic Avenue project. **We are seeking a motion of support for reprogramming of $10,227,540 in OBAG funds from the SFMTA's Masonic Avenue project to the LRV Procurement project, with conditions.**

BACKGROUND

In May 2012, through Resolution 4035, the Metropolitan Transportation Commission (MTC) adopted the OneBayArea Grant Program (OBAG) as its framework for programming federal surface transportation funds. The OBAG program is a competitive grant program intended to promote transportation investments in Priority Development Areas, allow more flexibility and strategic project selection at the county level, and provide funding for complete streets projects that include pedestrian, bicycle and transit improvements with prioritized pavement rehabilitation. As Congestion Management Agency (CMA), the Transportation Authority was responsible for prioritizing OBAG projects for the first cycle (Cycle 1) covering primarily Fiscal Years 2013/14 to 2016/17. After a competitive selection process, in June 2013, through Resolution 13-63, the Transportation Authority Board programmed $35 million in OBAG funds to seven projects, including $10.2 million in federal Surface Transportation Program (STP) funds to the San Francisco Municipal Transportation Agency's (SFMTA's) Masonic Avenue Complete Streets (Masonic Avenue) project.

The Masonic Avenue project proposes to reallocate road space to calm traffic, dedicate space for bicyclists, and provide pedestrian enhancements, including median refuge islands, bus boarding islands,

and sidewalk landscaping, on Masonic Avenue from Fell Street to Geary Boulevard. The original project schedule was to complete environmental review by December 2013, to complete design by December 2014, to advertise the construction contract by January 2015, and to begin construction by April 2015 with substantial completion of all elements by October 2016. The SFMTA has used its revenue bonds for the environmental and design phases of the project and had planned to use OBAG funds for construction.

Consistent with regional timely-use-of-funds requirements for federally funded projects, the SFMTA must obligate, i.e. receive state and federal authorization to start spending the federal funds, for the Masonic Avenue project by April 30, 2015. The SFMTA will not be able to meet this deadline due to unanticipated factors outlined below and has proposed swapping the federal funds with its revenue bond funds currently programmed to the Light Rail Vehicle (LRV) Procurement. This project is eligible to receive OBAG funds and the swap would require reprogramming it in place of the Masonic Avenue project as one of the Transportation Authority's OBAG priorities.

DISCUSSION

The purpose of this memorandum is to seek a motion of support for a fund swap with SFMTA's LRV Procurement that will enable the SFMTA to continuing advancing the Masonic Avenue project and avoid potential delays associated with federal fund obligation. Attachment 1 shows the results of the original Cycle 1 OBAG scoring process, with the LRV Procurement project newly added for comparison. Attachment 2 shows the original Board adopted Cycle 1 OBAG programming and the proposed revised programming that would result from the recommended fund swap.

Masonic Project Status: In June 2012, the Masonic Avenue project received California Environmental Quality Act clearance, and SFMTA has been seeking the required federal National Environmental Policy Act clearance. The project has been delayed due to the project's extensive coordination with the San Francisco Public Utilities Commission and unanticipated scope additions, including: 1) a dual sewer system, which keeps wastewater mains away from planted medians and signals and thus is preferable to a single sewer system; 2) Muni overhead wire relocations to accommodate a new curb alignment and bus bulbs; and 3) new signals on medians to improve motorists' visibility. The proposed swap is necessary to avoid further delay, which is desirable given the project's importance as a safety priority for SFMTA. If the reprogramming is approved, the project will be ready to start construction in July 2015 and complete construction by December 2016.

Risk of OBAG Funding Availability: The Transportation Authority and MTC programmed the Masonic Avenue project's federal funds in Fiscal Year 2014/15 to align with SFMTA's anticipated construction start date of April 2015. Due to MTC's standing timely use of funds policies, if SFMTA cannot obligate the funds within the next three months, it may lose the opportunity to receive its OBAG funding until Fiscal Year 2016/17. In order to avoid further delay, the SFMTA has proposed swapping the Masonic Avenue project's OBAG funds with local revenue bond funds and reprogramming the OBAG funds to its LRV Procurement, which would be able to meet MTC's programming deadlines.

LRV Procurement Project: The LRV Procurement project proposes to purchase 151 replacement LRVs and 24 expansion LRVs to help meet projected vehicle needs through 2020. On October 21, 2014, through Resolution 15-12, the Transportation Authority allocated $131 million in Prop K funds to the project, and the SFMTA subsequently awarded a contract for the purchase. Because it is a transit project that can be delivered immediately, it could obligate the OBAG funds in Fiscal Year 2014/15 via a streamlined Federal Transit Administration funding transfer. The LRV Procurement project is eligible to receive OBAG funds, and the attachment shows how the project scores in the OBAG prioritization

process.

Next Steps: MTC staff is willing to support the proposed reprogramming of OBAG funds, but requires the Transportation Authority to formally act to reprogram the OBAG funds from the Masonic Avenue project to the LRV Procurement project. The reprogramming will also require approval of the MTC Commission, which we expect to occur in March 2015.

Special Condition: Since we have committed to monitor the progress of San Francisco's originally approved OBAG project list, which was established through a rigorous competitive process, our recommended action includes a special condition that the SFMTA continues to follow our OBAG reporting requirements for the Masonic Avenue project.

ALTERNATIVES

1. Adopt a motion of support for reprogramming $10,227,540 in OBAG funds from the SFMTA's Masonic Avenue project to the LRV Procurement project, with conditions, as requested.
2. Adopt a motion of support for reprogramming $10,227,540 in OBAG funds from the SFMTA's Masonic Avenue project to the LRV Procurement project, with conditions, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

There are no direct impacts on the Transportation Authority's Fiscal Year 2014/15 budget associated with the recommended action.

RECOMMENDATION

Adopt a motion of support for reprogramming $10,227,540 in OBAG funds from the SFMTA's Masonic Avenue project to the LRV Procurement project, with conditions.

Attachments (2):

1. OBAG Cycle 1 Scoring Results, Revised 1/21/15
2. Proposed Revised OBAG Cycle 1 Programming

No.	Sponsor	Project Title	Project Description	Sup. District	Score	Total Cost	OBAG Amount Requested	Cumulative Remaining OBAG Funding
						OBAG Amount Available		**$35,016,000**
Upper Tier Projects								
1	Department of Public Works	Longfellow Safe Routes to School*	Design and construct six pedestrian bulb outs and possible other improvements at the intersections of Mission/Whittier, Mission/Whipple, and Mission/Lowell.	11	19	$794,458	$686,048	$34,329,952
2	Department of Public Works	ER Taylor Safe Routes to School*	Design and construct four pedestrian bulb outs at the intersection of Bacon/Goettingen.	9	15	$536,809	$463,145	$33,866,807
3	Department of Public Works	Chinatown Broadway Phase IV Street Design (includes a $1.6 million Safe Routes to School component)	Design and construct a complete streets project on Broadway from Columbus to the Broadway Tunnel, including: bulb-outs, special paving of intersections, new medians and curb work, street trees, lighting, seating, bus stop improvements, repaving, and bus bulbs. Includes a Safe Routes to School project at Jean Parker Elementary.	3	31	$7,565,340	$5,625,026	$28,241,781
4	San Francisco Municipal Transportation Agency	Masonic Avenue Complete Streets	Construct a complete streets project on Masonic Avenue from Fell to Geary, including: reallocation of space to calm traffic, dedicated bicycle space (raised cycle-track), and pedestrian enhancements like median refuge islands, bus boarding islands, repaving, and sidewalk landscaping.	1,2,5	30	$20,780,000	$16,278,000	$11,963,781
5	Transbay Joint Powers Authority (TJPA)	Transbay Center Bike and Pedestrian Improvements	Construct pedestrian and bicycle projects associated with the Transbay Transit Center, including: pedestrian walkway, sidewalk, path-finding signage, real time passenger information, informational kiosks, tactile treatments for vision impaired, bike rack installation, bike ramp lane to access lower level within the center, bike channel at stairway to access bus deck, pedestrian scale lighting, and integrated art.	6	30	$11,480,440	$10,163,634	$1,800,147
6	Department of Public Works	Second Street Streetscape Improvement	Design and construct a complete streets project on Second Street from Market to Townsend, including pedestrian safety improvements, a buffered cycle-track, landscaping, street furnishings, and repaving.	6	29	$13,196,026	$11,682,442	($9,882,295)
Middle Tier Projects								
7	San Francisco Municipal Transportation Agency	Mansell Corridor Improvement	Design and construct a complete streets project on Mansell Street between from University to Dublin, including: a road diet from four-lanes to two-lanes (one lane each way), sidewalks, crosswalks, a corner bulb-out at Mansell/Sunnydale, street-level lighting, and Class II and III bicycle facilities.	9,10,11	24	$6,753,410	$3,624,850	($13,507,145)

No.	Sponsor	Project Title	Project Description	Sup. District	Score	Total Cost	OBAG Amount Requested	Cumulative Remaining OBAG Funding
8	San Francisco Municipal Transportation Agency	Balboa Park Station Area and Plaza Improvements: Shelter Canopies	Design and construct one or more components of an integrated package of improvements in the Balboa Park Station area, focusing on the Geneva Avenue shelter canopies near the BART station entrances (the package may also include widening the Geneva Avenue sidewalks, wayfinding and transit arrival signs, pedestrian-scale lighting, curb ramp upgrades, and flashing beacons).	11	23	$3,316,035	$1,032,910	($14,540,055)
9	Department of Public Works	Palou Repaving Project	Repave Palou Street from Crisp to Keith, Lane to Rankin, and Industrial to Barneveld; supports a Prop B funded streetscape enhancement that includes bus bulbs, lighting, transit amenities, pedestrian improvements, signal prioritization, and upgraded bus shelters. (Prop B cost not included)	10	23	$3,450,000	$3,054,285	($17,594,340)
10	Bay Area Rapid Transit (BART)	24th Street/Mission BART Northeast Plaza Redesign and Pedestrian Improvements	Design and construct enhancements to the station plaza, including: utility improvements, brick pavers, tiles, granite pavers, landscaping and irrigation, sidewall marble cladding, lighted handrails, and integrated art.	9	23	$3,145,000	$2,000,000	($19,594,340)
11	San Francisco Municipal Transportation Agency	LRV Procurement Project	Purchase 175 LRVs for replacement of existing fleet (151 vehicles) and expansion (25 vehicles).	citywide	17	$175,000,000	$10,227,540	($29,821,880)
						$71,017,518	**$54,610,340**	

* Longfellow and ER Taylor SR2S projects are listed first to account for their position within the OBAG Safe Routes to School Target

Sponsor	Project Title	Total Cost	OBAG Amount Originally Programmed	OBAG Amount Revised 1/21/15
Department of Public Works	Longfellow Safe Routes to School	$774,636	$670,307	$670,307
Department of Public Works	ER Taylor Safe Routes to School	$604,573	$519,631	$519,631
Department of Public Works	Chinatown Broadway Phase IV Street Design (includes a $1.6 million Safe Routes to School component)	$7,102,487	$5,320,537	$5,320,537
San Francisco Municipal Transportation Agency	Masonic Avenue Complete Streets	$18,227,539	$10,277,540	$0
Transbay Joint Powers Authority (TJPA)	Transbay Center Bike and Pedestrian Improvements	$11,480,440	$6,000,000	$6,000,000
Department of Public Works	Second Street Streetscape Improvement	$13,378,174	$10,515,746	$10,515,746
San Francisco Municipal Transportation Agency	Mansell Corridor Improvement	$5,274,741	$1,762,239	$1,762,239
San Francisco Municipal Transportation Agency	LRV Procurement Project	$175,000,000	$0	$10,277,540
		$231,842,590	**$35,066,000**	**$35,066,000**

SFMTA
Municipal
Transportation
Agency

Commuter Shuttles Pilot Update

SFCTA CAC

January 28, 2015

101

Pilot Approach

- Informed by information we have
- Allows for action now
- Targeted to problems:
  - Safety concerns
  - Muni delay
  - Enforcement clarity
  - Lack of complete information
- Tests regulatory approach
- Gathers data to inform long-term solution

Pilot Overview

Problems to Solve	Pilot Program Requirements
Safety	• Operating guidelines • Training, including on bike/ped safety measures • Compliance with CA PUC requirements • Enforcement
Muni delay/ Localized congestion	• Operating guidelines • Enforcement
Vehicle identification	• Placards with unique identifiers
Recover costs of program	• Fee
Enforcement	• Fee includes focused enforcement • On-board GPS • Signage and placards • Training
Lack of comprehensive/ uniform information	• Required information in application • On-board GPS

SFMTA COMMUTER SHUTTLES PILOT

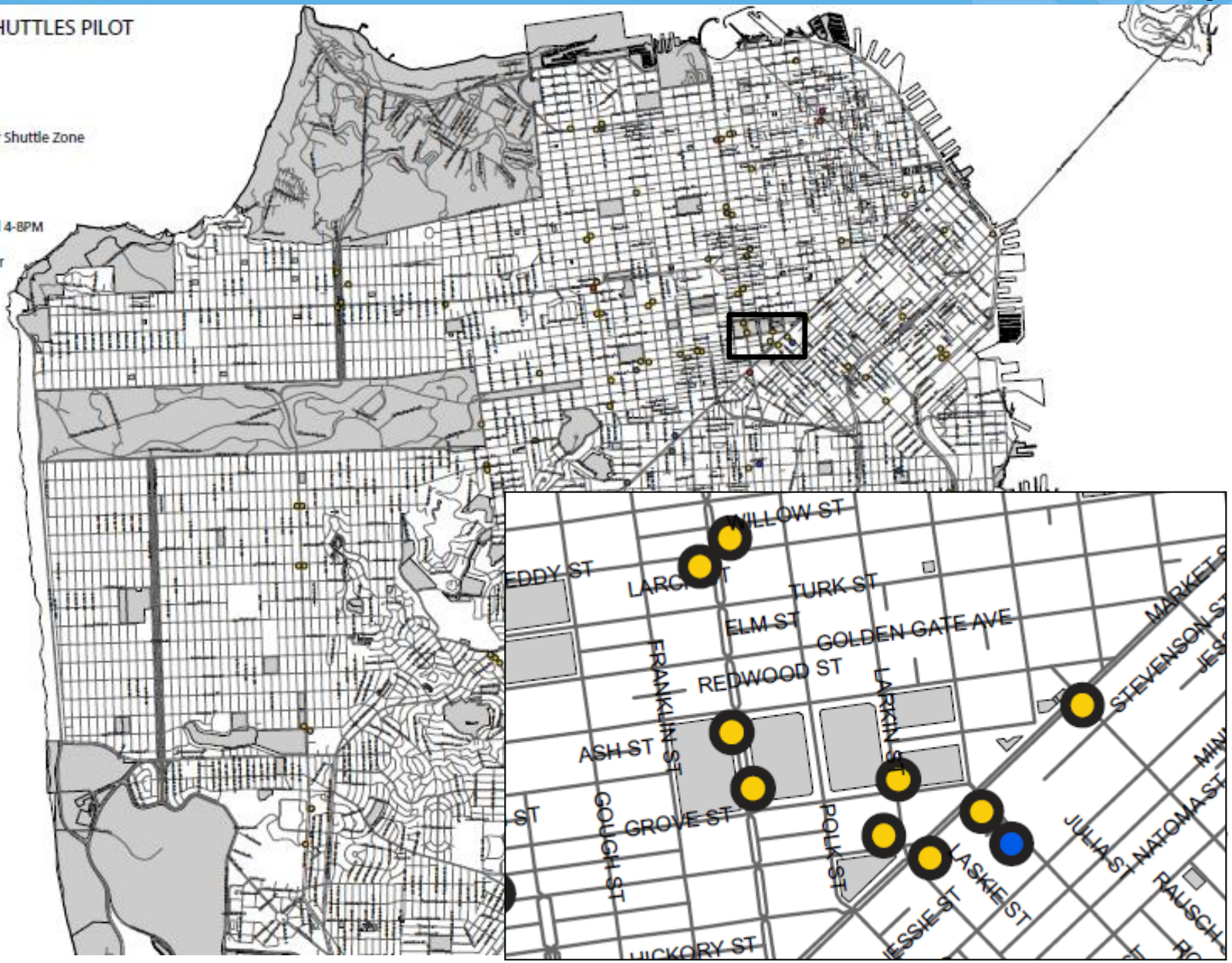
PILOT NETWORK

09.03.2014

- Shared Muni-Commuter Shuttle Zone

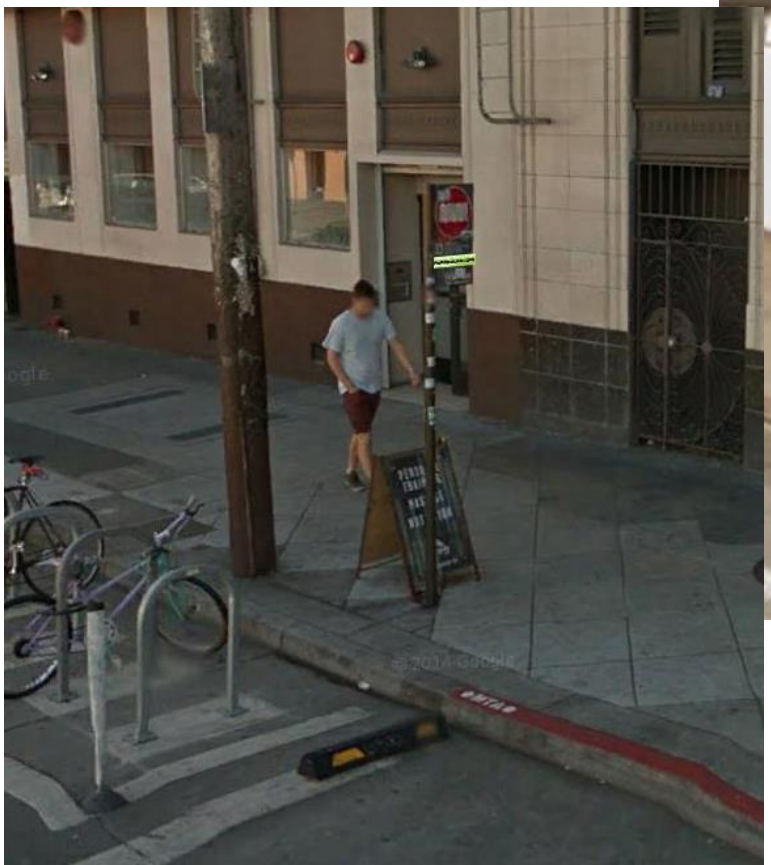
White Zone
- AM, 6-10AM
- PM, 4-8PM
- AM/PM, 6-10AM and 4-8PM

- Buses and Vans With 8 or More Passengers Restricted Streets
- Weight Restricted-Use Streets (> 3 tons)
- Weight Restricted-Use Streets (> 9 tons)
- Pending Approval



Pilot Implementation: Vehicle Identification

Pilot Implementation: Network Identification



Evaluation

1. *Does pilot approach reduce conflicts for Muni and other users?*
2. *What enforcement is needed, given permit program framework?*
3. *What are the actual transportation system needs and costs to accommodate commuter shuttles in SF?*

Pilot Timeline

- June 2014: Pre-pilot field data collection
- August 1, 2014: Pilot launch
- Summer 2015: During-pilot field data collection
- Summer/Fall 2015: Evaluation of pilot, development of long-term policy proposal
- Fall/Winter 2015: Long-term policy vetting/ review/adoption
- January 2016: Pilot complete

For more information

http://sfmta.com/projects-planning/projects/commuter-shuttles-policy-and-pilot-program (or, search “commuter shuttle” at SFMTA.com)

Carli Paine, carli.paine@sfmta.com

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Memorandum

Date: 1.20.15

RE: Citizens Advisory Committee
January 28, 2015

To: Citizens Advisory Committee

From: Lee Saage – Deputy Director for Capital Projects

Subject: **INFORMATION** – Major Capital Projects Update – I-80/Yerba Buena Island Interchange Improvement Project

Summary

The Transportation Authority is working jointly with the Treasure Island Development Authority (TIDA) on the development of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project. TIDA asked the Transportation Authority, in its capacity as the Congestion Management Agency, to lead the effort to prepare and obtain approval for all required technical documentation for the I-80/YBI Interchange Improvement Project because of its expertise in funding and interacting with the California Department of Transportation (Caltrans) on design aspects of the project. The project is funded with a combination of Federal Highway Bridge Program, State Proposition 1B Seismic Retrofit (Prop 1B) and TIDA funds. The scope of the I-80/YBI Interchange Improvement Project includes two major components: 1) The YBI Ramps Project—which includes constructing new westbound on and off ramps (on the east side of YBI) to the new Eastern Span of the San Francisco-Oakland Bay Bridge (SFOBB)—is currently in construction and scheduled for completion in August 2016; and 2) the YBI West-Side Bridges Project, which includes the seismic retrofit of the existing YBI Bridge Structures on the west side of the island, a critical component of island traffic circulation leading to and from the SFOBB. This component of the project is in the engineering phase and is scheduled to go to construction in the early 2017 time frame after the completion of the YBI Ramps project and the Caltrans SFOBB eastbound on-off ramp improvements project. **This is an information item.**

BACKGROUND

The Transportation Authority is working jointly with the Treasure Island Development Authority (TIDA) on the development of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project. TIDA asked the Transportation Authority, in its capacity as the Congestion Management Agency, to lead the effort to prepare and obtain approval for all required technical documentation for the I-80/YBI Interchange Improvement Project because of its expertise in funding and interacting with the California Department of Transportation (Caltrans) on design aspects of the project. The scope of the I-80/YBI Interchange Improvement Project includes two major components: 1) The YBI Ramps Improvement Project (Project), which includes constructing new westbound on and off ramps (on the east side of YBI) to the new Eastern Span of the San Francisco-Oakland Bay Bridge (SFOBB); and 2) seismic retrofit of the existing YBI West Side Bridges Project on the west side of the island, a critical component of island traffic circulation leading to and from the SFOBB.

A Memorandum of Agreement (MOA) between the Transportation Authority and TIDA establishes management responsibilities for the project of required consultant contract work administered by the Transportation Authority. TIDA has the responsibility to reimburse the Transportation Authority for all costs for the I-80/YBI Interchange Improvement Project that are not reimbursed by federal and state funds and also provides the required local match.

DISCUSSION

YBI Ramps Project: Consistent with the MOA between the Transportation Authority and TIDA for the I-80/YBI Improvement Project, the Transportation Authority has undertaken the procurement and management of professional consultant services to provide the necessary engineering, environmental and construction management services for the YBI Ramps project.

The YBI Ramps Improvement Project Final Environmental Impact Report/Environmental Impact Statement, with Caltrans as the National Environmental Policy Act (NEPA) lead agency under delegation from the Federal Highway Administration and the Transportation Authority as the California Environmental Quality Act (CEQA) lead agency, was approved in December 2011.

The Transportation Authority completed the Plans, Specifications and Estimates and right of way certification efforts for the project in March 2013, started advertisement of the construction contract with a Disadvantaged Business Enterprise (DBE) goal of 12.5% in September 2013 and opened three bids in November 2013. The construction contract was awarded to Golden State Bridge Inc. in December 2013 in the amount of $49,305,345.50 construction contract with a 13.83% DBE commitment. A total construction allotment of $63,874,686 was approved to cover the contract award amount, supplemental work funds, State furnished materials, and 20% contingency. Construction activities started in January 2014 and are approximately 50% complete. Currently the contractor is tracking at 13.49% DBE participation and on target to meet the 13.83% commitment. Approximately 80% of all bridge foundation and column support work is complete. Construction completion is on schedule for August 2016.

The project is funded with a combination of Federal Highway Bridge Program (HBP), State Proposition 1B Seismic Retrofit (Prop 1B) and TIDA funds. Table 1 summarizes the total estimated cost and funding for all phases (engineering, environmental, right of way, construction) of the YBI Ramps Project.

Table 1

Federal HBP	$78,555,000
State Prop 1B	$9,423,000
TIDA	$10,064,000
Total	**$98,042,000**

YBI West Side Bridges Project: Consistent with the MOA between the Transportation Authority and TIDA for the I-80/YBI Improvement Project, the Transportation Authority has undertaken the procurement and management of professional consultant services to provide the necessary engineering and environmental services to produce all necessary technical documents for the project. There are a total of eight (8) bridge structures being studied. These bridge structures are a vital component of the YBI traffic circulation system and also serve as an important part of the on and off-ramp system to I-80 and the SFOBB. Seismic Strategy Reports for all eight-bridge structures were approved by the Caltrans Structures Department in December 2011. The approved reports indicated that five of the bridge structures should be retrofitted in place while three of the bridge structures were recommended for replacement. Separate environmental documents Categorical Exclusions per NEPA and Categorical Exemptions per CEQA for each of the eight bridges were approved in December 2012.

As part of continued preliminary engineering and design efforts and as required by federal funding a Value Engineering Analysis (VA) Report was prepared in February 2014 in consultation with TIDA, the San Francisco Public Works (SFPW), and independent construction experts. The VA team made various recommendations for the Transportation Authority's and TIDA's consideration to reduce overall project

risk and cost. The recommended VA Report Alternative estimated at $66 million will save approximately $9 million compared to the environmentally approved alternative estimated at $75 million and will also improve seismic performance, simplify construction efforts, minimize maintenance cost and is preferred by TIDA and SFPW. Caltrans approved the VA Report in November 2014. The introduction of the VA Alternative will require additional engineering and environmental analysis to be performed. All work necessary to prepare the required technical analysis will be performed in accordance with current Caltrans and Federal Highway Administration policies and procedures.

Project Schedule: The Transportation Authority desires to adhere to the milestone schedule shown below.

- VA Alternative Environmental Approval — March 2016
- PS&E Completion — December 2016
- Construction Start — March 2017
- Construction Completion — Summer 2019

Construction start is scheduled to start after completion of the YBI Ramps project and the Caltrans SFOBB eastbound on-off ramps improvement project in order to avoid traffic circulation delays to, from and on the island.

Table 2 summarizes the total estimated cost and funding for all phases (engineering, environmental, right of way, construction) of the YBI West Side Bridges Project.

Table 2

Federal HBP	$58,718,000
State Prop 1B	$6,216,000
TIDA	$1,392,000
Total	**$66,326,000**

ALTERNATIVES

None. This is an information item.

FINANCIAL IMPACTS

None. This is an information item.

RECOMMENDATION

None. This is an information item.