



# AGENDA

## CITIZENS ADVISORY COMMITTEE Meeting Notice

**Date:** 6:00 p.m., Wednesday, May 27, 2015

**Location:** 1455 Market Street, 22<sup>nd</sup> Floor

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

**6:00 1. Committee Meeting Call to Order**

**6:01 2. Chair's Report – INFORMATION**

**6:05 Consent Calendar**

**3. Approve the Minutes of the April 22, 2015 Meeting – ACTION\***

**4. Adopt a Motion of Support to Authorize the Executive Director to Execute Annual Contract Renewals and Options for Various Annual Professional Services in an Amount Not to Exceed \$1,950,000 and to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION\***

The Transportation Authority contracts with City and County of San Francisco (City) departments and outside firms for certain specialized professional services in areas where factors like costs, work volume, or the degree of specialization required would not justify the use of in-house staff. As summarized in Attachment 1, we are recommending renewing annual contracts for general legal counsel, video production services for Transportation Authority Board and Committee meetings, and exercising an option for on-call program management oversight and general engineering consulting services, in an amount not to exceed \$1,950,000.

**5. Adopt a Motion of Support for the Award of a Three-Year Professional Services Contract, with an Option to Extend for Two Additional One-Year Periods, to Vavrinek, Trine, Day & Co., LLP in an Amount Not to Exceed \$300,000 for Annual Audit Services, and Authorizing the Executive Director to Negotiate Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION\***

Under its fiscal policy, Transportation Authority financial transactions and records are to be audited by an independent certified public accountant (CPA) firm at least annually and a report be submitted to the Transportation Authority Board on the results of the audit. The prior auditing services contract with Macias, Gini & O'Connell LLP will expire on June 30, 2015. The Transportation Authority's policy is to competitively re-bid professional services contracts after five years. Therefore on March 13, 2015, we issued a Request for Proposals (RFP 14/15-04) for annual audit services for a three-year contract covering audit for Fiscal Years 2014/15 through 2016/17, with two additional one-year extension options. By the due date of April 22, we received three responsive bids, which included

both a technical and cost component. Interviews were conducted on May 6 by a selection panel comprised of staff from the Transportation Authority and the City's Controller's Office. Based on this competitive process, the selection panel recommended award of an annual audit services contract to the highest-ranking firm, Vavrinek, Trine, Day & Co., LLP.

**6. Adopt a Motion of Support to Increase the Amount of the Professional Services Contract with Parsons Brinckerhoff, Inc. by \$224,600 for a Total Amount Not to Exceed \$596,600, for Planning and Engineering Services for the 19th Avenue/M-Ocean View Project Pre-Environmental Study Phase and to Authorize the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION\***

The Transportation Authority is serving as the procuring agency for the 19th Avenue/M-Ocean View Project Pre-Environmental Study Phase being led by the San Francisco Municipal Transportation Agency (SFMTA). This phase of work continues work started in the Transportation Authority-led 19th Avenue Transit Study (Feasibility Study). The major objectives of this phase are to advance project development to the 5-10% level of engineering and prepare California Department of Transportation (Caltrans) Project Study Report-Project Development Support (PSR-PDS) documentation required given the project's location within Caltrans-owned right-of-way. Substantial progress has been made since initiation of this phase in Summer 2014 with the project team anticipating submittal of the draft PSR-PDS package to Caltrans for review in early Summer 2015. Additional funding is being sought primarily for two reasons: 1) to cover additional costs incurred as a result of an incorrect assumption that the level of engineering work completed in the Feasibility Study was adequate to carry directly into the PSR-PDS; and 2) to conduct additional conceptual engineering work to consider refinements to the southern grade-separated crossing that is essential to conduct in advance of the subsequent environmental review phase of the project. Amendment of the Parsons Brinckerhoff contract is contingent on the approval of additional Prop K funds (a separate item on the CAC's agenda) and on the amendment of Contract No. SFMTA-2014-44 between the Transportation Authority and the SFMTA that provides budget for all Transportation Authority staff and consultant costs dedicated to this phase of the project.

**7. Internal Accounting Report and Investment Report for the Nine Months Ending March 31, 2015 – INFORMATION\***

The Transportation Authority's Fiscal Policy directs staff to give a quarterly report of expenditures including a comparison to the approved budget. The Transportation Authority's Investment Policy directs that a review of portfolio compliance be presented along with the quarterly report. The Internal Accounting Report for the nine months ending March 31, 2015 is presented for information.

**8. State and Federal Legislative Update – INFORMATION\***

Every month, we provide an update on state and federal legislation and, when appropriate, seek recommendations to adopt new positions on active legislation. The attached matrix tracks the latest activity on state bills and the positions previously adopted by the Transportation Authority. At its May 12 meeting, the Finance Committee recommended a support position on Assembly Bill (AB) 35 (Chiu), AB 1335 (Atkins) and Senate Bill (SB) 413 (Wieckowski), and an oppose position on AB 156 (Perea), AB 1176 (Perea), AB 1336 (Salas) and SB 760 (Mendoza).

**9. Plan Bay Area 2040 and Call for Projects – INFORMATION**

The Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments have kicked off their update of Plan Bay Area, the regional transportation plan/sustainable communities strategy adopted in 2013. Plan Bay Area 2040 is a roadmap to help Bay Area cities and counties preserve the character of our diverse communities while adapting to the challenges of future population growth. It is a state-mandated, integrated long-range transportation, land-use and housing plan that will support a growing economy, provide more housing and transportation choices and reduce transportation-related pollution in the nine-county Bay Area. (See [planbayarea.org](http://planbayarea.org) for more details.) As the Congestion Management Agency for San Francisco, the Transportation Authority leads the City's involvement in the effort and is charged with submitting San Francisco's project priorities through a call for projects. Public agencies will submit projects for consideration and members of the public are encouraged to share their own ideas at [www.sfcta.org/rtp](http://www.sfcta.org/rtp) by July 17, 2015. At the June CAC meeting we will provide an overview of Plan Bay Area and the call for projects

process. We will bring a proposed list of initial project priorities to the CAC in September prior to submitting it to MTC. This list will be refined over the coming year as our initial funding target will be pared down to a fiscally constrained list as part of development of the preferred scenario for Plan Bay Area 2040.

**10. Update of Citizens Advisory Committee By-Laws – INFORMATION\***

At the April 22, 2015 Citizens Advisory Committee (CAC) meeting, Chair Waddling established a subcommittee to review and propose amendments to the CAC's By-Laws. On May 14, 2015 the subcommittee met and proposed amendments, which consisted of changes needed to align the by-laws with the Transportation Authority's Administrative Code and other non-substantive changes. The sub-committee was chaired by Raymon Smith and included Santiago Lerma and Chris Waddling, as well. A red-lined version of the proposed amendments is attached for information, and will be considered for adoption by the CAC at its June 24 meeting.

**11. Minutes of the May 14, 2015 Subcommittee Meeting – INFORMATION\***

**End of Consent Calendar**

**6:15 12. Adopt a Motion of Support for the Adoption of the Potrero Hill Neighborhood Transportation Plan Final Report – ACTION\***

The Potrero Hill Neighborhood Transportation Plan (NTP) is the result of a community-based planning effort in the southern Potrero Hill neighborhood of San Francisco, and was funded by a California Department of Transportation Environmental Justice Planning grant and a Metropolitan Transportation Commission Community Based Transportation Planning grant. The technical team, led by the Transportation Authority, collaborated with community stakeholders to identify multimodal transportation priorities at the neighborhood scale, prioritizing near-term improvements to improve connectivity across the site and to the broader neighborhood, city, and region. The final recommendations focus on low-cost improvements that could be implemented before the site is redeveloped wholesale through the Rebuild Potrero project. Prioritized projects include pedestrian safety and transit stop enhancements, including transit bulbouts that would be built using non-infrastructure materials (i.e., construction that does not require regrading the street or moving sewer catchbasins). If successful, this innovative feature could be replicated throughout the city, bringing benefits to transit riders more quickly and cost effectively, particularly on streets that are not scheduled for near term repaving. The NTP includes complete funding plans for these enhancements, with allocations from all sources (including Lifeline Transportation Program funds from the Transportation Authority) anticipated by July 2015 and implementation anticipated by early 2016. The NTP also studied a potential shuttle route to improve access across the site and to connect residents with nearby amenities.

**6:25 13. Adopt a Motion of Support for the Allocation of \$40,678,143 in Prop K Funds, with Conditions, and Appropriation of \$162,400 in Prop K funds, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION\***

As summarized in Attachments 1 and 2, we have sixteen requests totaling \$40,840,543 in Prop K sales tax funds to present to the Citizens Advisory Committee. We are requesting \$12.3 million for allocation to Caltrans as the Prop K portion of a \$276.4 million milestone payment due to the Public Private Partnership concessionaire upon substantial completion of the Presidio Parkway project, which is anticipated this September. There are two NTIP requests. One is for \$150,000 for San Francisco Municipal Transportation Agency (SFMTA) and Transportation Authority staff to provide NTIP program support and the other is for \$100,000 for concept development and evaluation of a new north-south multimodal pathway connecting San Bruno Avenue to the Alemany Farmer's Market, and new bicycle lanes along Alemany Boulevard between Putnam Street and Bayshore Boulevard. This is the District 9 NTIP planning project. The remaining projects include ten from the SFMTA: additional funds for pre-environmental work for the proposed Southwest Subway (19<sup>th</sup> Avenue/M Ocean View); procurement of 26 60-ft articulated hybrid-diesel buses; 5 traffic signal related projects, replacement or upgrade of safe-hit posts, green bike lanes and bike boxes; planning funds for the Fiscal Year 2015/16 local-track Traffic Calming program; and an environmental impact report for the 6th Street Pedestrian Safety Improvement Project. San Francisco Public Works is requesting Prop K funds for repair of sidewalks damaged by city street trees (\$514,349) and replacement, establishment, and maintenance of about 1,700 street trees. BART is requesting

\$160,000 for design of replacement cross-passage doors in the Transbay Tube.

**6:40 14. Adopt a Motion of Support to Approve the Fiscal Year 2015/16 Transportation Fund for Clean Air Program of Projects – ACTION\***

The Transportation Fund for Clean Air (TFCA) Program was established to fund the most effective transportation projects that achieve emission reductions from motor vehicles in accordance with the Bay Area Air Quality Management District's (Air District's) Clean Air Plan. Funds are generated from a \$4 surcharge on the vehicle registration fee collected by the Department of Motor Vehicles. As the San Francisco TFCA County Program Manager, the Transportation Authority annually develops the Program of Projects for the TFCA Program Manager funds. In February we issued the call for Fiscal Year 2015/2016 TFCA applications. We received six project applications by the April 30, 2015 deadline, requesting \$1,490,986 in TFCA funds compared to \$857,723 in available funds. We reviewed the projects for eligibility, then evaluated eligible projects following the Board-adopted local expenditure criteria which include project type (e.g., first priority to zero emission projects), cost effectiveness of emissions reduced, program diversity, project readiness, and other considerations (e.g., a sponsor's track record for delivering prior TFCA projects). Based on this review, we are recommending awarding TFCA funds to the five projects shown in Attachment 3. We've recommended partial funding for one scale-able project to allow us to fund five of the six projects. Two projects are recommended for slightly less funding than requested to comply with Air District cost effectiveness requirements.

**6:45 15. Adopt a Motion of Support for the Adoption of the Proposed Fiscal Year 2015/16 Annual Budget and Work Program – ACTION\***

Pursuant to State statutes (PUC Code Sections 131000 et seq.) and the Transportation Authority's Fiscal Policy, the Transportation Authority Board must adopt an annual budget for the following fiscal year by June 30. The proposed Fiscal Year (FY) 2015/16 Annual Budget includes projections of sales tax revenues; federal, state and regional grants; investment income for the fiscal period; and projections of operating and administrative costs, capital expenditures, and associated financing costs. The proposed FY 2015/16 Annual Budget also includes a description of the Transportation Authority's proposed Work Program for the coming fiscal year. Total revenues are project to be \$214.8 million, including \$101.3 million in sales tax revenues. Total expenditures are project to be \$273.1 million. Capital project expenditures are projected to be \$241.4 million or about 88.4% of total expenditures. The final proposed FY 2015/16 Annual Budget and Work Program will be presented to the Finance Committee and Transportation Authority Board in June for approval. A public hearing will precede consideration of the FY 2015/16 Annual Budget and Work Program at the Transportation Authority Board's June meeting.

**6:55 16. Update on Caltrain and High Speed Rail Compatibility – INFORMATION\***

The Peninsula Corridor Joint Powers Board's (PCJPB's) electrification project will replace Caltrain's existing diesel service with a fully electrified service from the 4th and King station in San Francisco to San Jose. The electrification project, which includes the installation of infrastructure and the acquisition of electric rolling stock, known as electric multiple units (EMUs), is a necessary investment to support a blended Caltrain and high-speed rail system. Before PCJPB proceeds with issuing a request for proposals for the vehicle procurement (planned for July), PCJPB and the California High-Speed Rail Authority (CHSRA) have committed to work together to reach an agreement on how to achieve compatibility between the two systems, an essential requirement to provide maximum interoperability, resiliency, and flexibility for the two systems, supporting more reliable travel times and the ability to recover more quickly from unexpected delays and incidents. At the request of Chris Wadding, CAC Chair, representatives from PCJPB and CHSRA will present on the progress made on compatibility to date.

**7:30 17. Transportation Sustainability Program Update – INFORMATION\***

The Transportation Sustainability Program (TSP) is a joint effort between the San Francisco Planning Department, the San Francisco County Transportation Authority, the Office of Economic and Workforce Development, and the San Francisco Municipal Transportation Agency. The program aims to take a comprehensive approach to new development's role in supporting the transportation needs of San Francisco. The TSP is comprised of three components: 1) In coordination with State reforms, make the development review process align with the City's longstanding environmental policies by

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changing how we analyze the impacts of new development on the transportation system under the California Environmental Quality Act (CEQA); 2) Ensure developers include on-site transportation amenities (transportation demand management) that reduce reliance on driving; and 3) Expand the transportation development fee to help fund transit and safer streets. Implementation of the three TSP components is anticipated by the end of 2015.

### **7:45 18. Introduction of New Business – INFORMATION**

During this segment of the meeting, CAC members may make comments on items not specifically listed above, or introduce or request items for future consideration.

### **7:50 19. Public Comment**

### **8:00 20. Adjournment**

\* Additional materials

## **Next Regular Meeting: June 24, 2015**

### **CAC MEMBERS WHO ARE UNABLE TO ATTEND SHOULD CONTACT THE CLERK OF THE AUTHORITY AT (415) 522-4817**

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The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 6, 9, 9L, 14, 14L, 21, 47, 49, 71, 71L, and 90. For more information about MUNI accessible services, call (415) 701-4485.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on 11<sup>th</sup> Street.

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If any materials related to an item on this agenda have been distributed to the Citizens Advisory Committee after distribution of the agenda packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; website [www.sfethics.org](http://www.sfethics.org).