

**Prop K Grouped Allocation Requests
 October 2015 Board Action**

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1	Prop K	SFMTA	Visitation Valley Watershed	Geneva Harney BRT Pre-Environmental Study Supplement	Planning	\$ 135,000	1
2	Prop K	SFPW	Street Resurfacing	Ingalls St and Industrial St Pavement Renovation	Construction	\$ 3,677,233	13
3	Prop K	SFMTA	Bicycle Circulation/ Safety	Bicycle Wayfinding Signs	Design, Construction	\$ 193,000	31
4	Prop K	SFMTA	Bicycle Circulation/ Safety	Youth Bicycle Safety Education Classes	Construction	\$ 80,000	45
5	Prop K	SFCTA	TDM/ Parking Management	Bayview Moves Van Sharing Pilot	Construction	\$ 54,225	59
Total Requested						\$ 4,139,458	

¹ Acronyms: SFCTA (San Francisco County Transportation Authority); SFPW (San Francisco Public Works); and SFMTA (San Francisco Municipal Transportation Agency).



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

FY of Allocation Action:

Project Name:

Implementing Agency:

EXPENDITURE PLAN INFORMATION

Prop K Category:	<input type="text" value="C. Street & Traffic Safety"/>	Gray cells will automatically be filled in.
Prop K Subcategory:	<input type="text" value="i. Major Capital Projects (Streets)"/>	
Prop K EP Project/Program:	<input type="text" value="b.3 Visitacion Valley Watershed Area projects (San Francisco share)"/>	
Prop K EP Line Number (Primary):	<input type="text" value="27"/>	Current Prop K Request: <input type="text" value="\$ 135,000"/>
Prop K Other EP Line Numbers:	<input type="text"/>	

Prop AA Category:

Current Prop AA Request:

Supervisorial District(s):

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps.or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

The San Francisco Transportation Agency (SFMTA) requests \$135,000 in Prop K funds for pre-environmental work for the Geneva-Harney Bus Rapid Transit (BRT) project. The requested funds would supplement \$123,000 in Prop K funds previously allocated for the pre-environmental phase of the project.

The current funding request includes 3 elements:

1. Requested funds will support unanticipated additional costs, primarily from the San Francisco Public Works (SFPW) and their consultant team for conceptual engineering and cost estimating for a potential BRT roadway through the Recology property. The previous allocation did not include funding for a SFPW-managed consultant team to study the feasibility of a new roadway between US 101/Alanna Way and Tunnel Avenue.
2. Requested funds will support the analysis of parking and traffic impacts to Geneva Avenue in response to Daly City's concerns about the alternatives proposed in the SFCTA's Feasibility Study.
3. Requested funds will support staff time from the San Francisco Planning Department for work on scoping the BRT environmental review and helping to coordinate with other environmental reviews (especially Recology).

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

The Geneva-Harney Bus Rapid Transit (BRT) line is a proposed rapid transit service that will provide existing and future neighborhoods along the San Mateo-San Francisco County border with a bus connection to the border area's key regional transit system hubs. The corridor extends from Balboa Park BART/Muni Station in the west to Hunters Point Shipyard in the east, including a connection to the Bayshore Caltrain Station. The BRT would be operated by the San Francisco Municipal Transportation Agency (SFMTA).

In late 2013, the San Francisco County Transportation Authority (SFCTA) started a BRT Feasibility Study (Phase 1) as a critical first step in developing BRT service. The Feasibility Study included a conceptual planning and design study, and initiated a cross-jurisdictional, community consensus-building process to prepare the envisioned "mid-term" bus project (using existing streets) for the environmental clearance phase. The Study analyzed two potential BRT alignments between Harney Way and Bayshore Blvd. The Study was published in July 2015 and identified significant concerns with both alignments - Tunnel Ave. to Alanna Way via Beatty Ave. and through Little Hollywood via a Blanken/Lathrop couplet. The SFMTA was previously allocated \$77,000 in Prop K funds for Phase 1.

The SFMTA is leading the Pre-Environmental Phase of the project (Phase 2). The scope of Phase 2 adds conceptual engineering design for a potential transit corridor between US 101/Alanna Way and Tunnel Avenue through the Recology campus which could address the concerns identified in the Feasibility Study. The product of this analysis will include road width and alignment, rough extent/depth of excavation, possible structures, rough order of magnitude cost estimate, rough construction timeframe and rough staging requirements for the roadway. The focus is on a reserving a corridor that could be used for transit and minimizes impacts to Recology's planned campus expansion. However, the scope of work for the \$123,000 previously allocated to the SFMTA for Phase 2 did not include examining this alternative.

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

FY 2015/16

Project Name: Geneva-Harney BRT Pre-Environmental Study Supplement

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : TBD **Completion Date (mm/dd/yy)**
Status: Not yet started 12/31/17

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering	2	2013/14	4	2015/16
Environmental Studies (PA&ED)	4	2015/16	2	2017/18
R/W Activities/Acquisition	3	2017/18	2	2018/19
Design Engineering (PS&E)	3	2017/18	2	2018/19
Prepare Bid Documents	2	2018/19		
Advertise Construction	3	2018/19		
Start Construction (e.g., Award Contract)	4	2018/19		
Procurement (e.g. rolling stock)	3	2018/19	2	2020/21
Project Completion (i.e., Open for Use)			4	2020/21
Project Closeout (i.e., final expenses incurred)			2	2021/22

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

The overall project schedule is driven primarily by the need for service to be operational by 2023 in order to provide service to new residents and employees of the large Candlestick/Hunters Point Shipyard development. First occupancy is expected by holiday 2017. By 2023, that development should have substantially expanded, on the way toward 12,000 new residential units and nearly 4 million square feet of commercial and institutional uses. Also, the Schlage Lock project should be nearing buildout, when it will add over 1,600 new residential units and commercial space. The BRT is essential to encourage residents and employees to use sustainable modes and to minimize auto use.

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

FY 2015/16

Project Name: Geneva-Harney BRT Pre-Environmental Study Supplement

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

	Yes/No
Planning (Feasibility/Pre-Envir. Studies)	Yes
Environmental Studies (PA&ED)	No
Conceptual Engineering (CER)	No
Design Engineering (PS&E)	No
R/W Activities/Acquisition	No
Construction	No
Procurement (e.g. rolling stock)	No

Cost for Current Request/Phase		
Total Cost	Prop K - Current Request	Prop AA - Current Request
\$938,798	\$135,000	
\$938,798	\$135,000	\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost
Planning (Feasibility/Pre-Envir. Studies)	\$ 938,798
Environmental Studies (PA&ED)	\$ 750,000
Conceptual Engineering (CER)	\$ 1,000,000
Design Engineering (PS&E)	\$ 4,000,000
R/W Activities/Acquisition	\$ 1,000,000
Construction	\$ 32,311,202
Procurement (e.g. rolling stock)	\$ 15,000,000
Total:	\$ 55,000,000

Source of Cost Estimate
SFCTA, SFMTA Staff
SFCTA, SFMTA Staff
Preliminary planning
Preliminary planning
Preliminary planning
Preliminary planning
Candlestick/Hunters Pt. Shipyard Transp. Plan

% Complete of Design: 5 as of 7/31/2015

Expected Useful Life: 50 Years

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

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

PRE-ENVIRONMENTAL STUDY (PHASE 2)				
SUMMARY BY TASK	PREVIOUSLY ALLOCATED		SUPPLEMENTAL FUNDS - CURRENT REQUEST	
	Totals	% of Project	Totals	% of Project
1. Project Management	\$ 11,345	9.2%	\$ 13,492	10.0%
2. Refinement of Design Concepts	\$ 56,395	45.8%	\$ 80,951	60.0%
3. Preliminary Environmental Scope/Schedule/Budget	\$ 15,201	12.4%	\$ 13,492	10.0%
4. Refined Funding/Implementation/Phasing Strategy	\$ 3,590	2.9%	\$ 6,746	5.0%
5. Community Outreach and Inter-Agency Coordination	\$ 36,529	29.7%	\$ 20,238	15.0%
TOTAL	\$ 123,060		\$ 134,919	
Prop K Request (rounded)			\$ 135,000	

PRE-ENVIRONMENTAL STUDY (PHASE 2)		
SUMMARY BY AGENCY	PREVIOUSLY ALLOCATED	SUPPLEMENTAL FUNDS REQUEST
SFMTA	\$ 84,001	\$ 34,129
SFPW	\$ 38,559	\$ 90,000
SF Planning	-	\$ 10,289
City Attorney	\$ 500	\$ 500
TOTAL	\$ 123,060	\$ 134,919

MFB = Mandatory Fringe Benefits, FTE = Full Time Equivalent

Pre-Environmental Study (Phase 2) - Current Allocation Request for Supplemental Funds

Position	Unburdened Salary	MFB	Overhead = 0.803* (Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
SFMTA Sustainable Streets Division							
Associate Engineer (5207) - Transit Engineering	\$ 120,085	\$ 65,513	149,036	\$ 334,635	0.024	50	\$ 8,044
Full Engineer (5241) - Transit Engineering	\$ 139,054	\$ 73,821	170,939	\$ 383,814	0.010	20	\$ 3,691
Transit Planner IV (5290) - UPI Capital Planning	\$ 129,182	\$ 69,498	159,540	\$ 358,221	0.010	20	\$ 3,444
Environmental Planner III (5298) - UPI	\$ 108,942	\$ 60,633	136,169	\$ 305,744	0.036	75	\$ 11,024
Planner I (5277) - UPI	\$ 75,541	\$ 46,373	97,897	\$ 219,811	0.036	75	\$ 7,926
Subtotal SFMTA Sustainable Streets Division Labor							\$ 34,129

SFPW Consultant Team **\$ 90,000**

Position	Unburdened Salary	MFB	Overhead = 0.803* (Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
SF Planning Department							
Environmental Planner III (5298)	\$ 108,942	\$ 60,633	136,169	\$ 305,744	0.034	70	\$ 10,289
Subtotal SF Planning Department Labor							\$ 10,289

City Attorney Fees = 2hours @ \$250/hr **500**

Total Current SFMTA Request: Phase 2 Pre-Environmental Study - Supplemental Funds: \$ 134,919

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

FY 2015/16

Project Name: Geneva-Harney BRT Pre-Environmental Study Supplement
FUNDING PLAN - FOR CURRENT PROP K REQUEST

 Prop K Funds Requested: \$135,000

 5-Year Prioritization Program Amount: \$3,500,000 (enter if appropriate)

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$135,000	\$503,798	\$638,798
Caltrans Transportation Planning Grant			\$300,000	\$300,000
Total:	\$135,000	\$803,798	\$803,798	\$938,798

Actual Prop K Leveraging - This Phase:	31.96%
Expected Prop K Leveraging per Expenditure Plan	67.60%

\$938,798
Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$1,450,000	\$503,798	\$1,953,798
Caltrans Transportation Planning Grant			\$300,000	\$300,000
Visitation Valley Area Plan Fee	\$750,000			\$750,000
Candlestick/Hunters Pt. Shipyard Development	\$41,000			\$41,000
SFMTA (various - vehicles)	\$15,000,000			\$15,000,000
TBD, incl. Bi-County Partners	\$36,955,202			\$36,955,202
Total:		\$1,450,000	\$55,803,798	\$ 55,000,000

Actual Prop K Leveraging - Entire Project: 96.45% \$ 55,000,000
 Expected Prop K Leveraging per Expenditure Plan: 67.60% Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested: \$135,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$135,000	100.00%	\$0
		0.00%	\$0
Total:	\$135,000		

Prop AA Funds Requested: \$0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
		#DIV/0!	\$135,000
		#DIV/0!	\$135,000
		#DIV/0!	\$135,000
Total:	\$0		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 9/25/2015 Resolution No. Res. Date:

Project Name: Geneva-Harney BRT Pre-Environmental Study Supplement

Implementing Agency: San Francisco Municipal Transportation Agency

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				
	Trigger:			

Deliverables:

- At project completion, provide detailed environmental document scope, schedule, and budget; and refined project funding/implemenation/phase strategy. This deliverable may be satisfied by submittal of deliverables for the Geneva-Harney BRT Feasibility/Pre-Environmental Study project (Resolution 15-17, Project #127.910008-09) or a Prop K request for funds for the environmental phase.
-

Special Conditions:

- The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
-

Notes:

- Progress reports may be included with those for the Geneva-Harney BRT Feasibility/Pre-Environmental Study project (Resolution 15-17, Project #127.910008-09).

Supervisorial District(s): 10, 11

Prop K proportion of expenditures - this phase: 14.38%

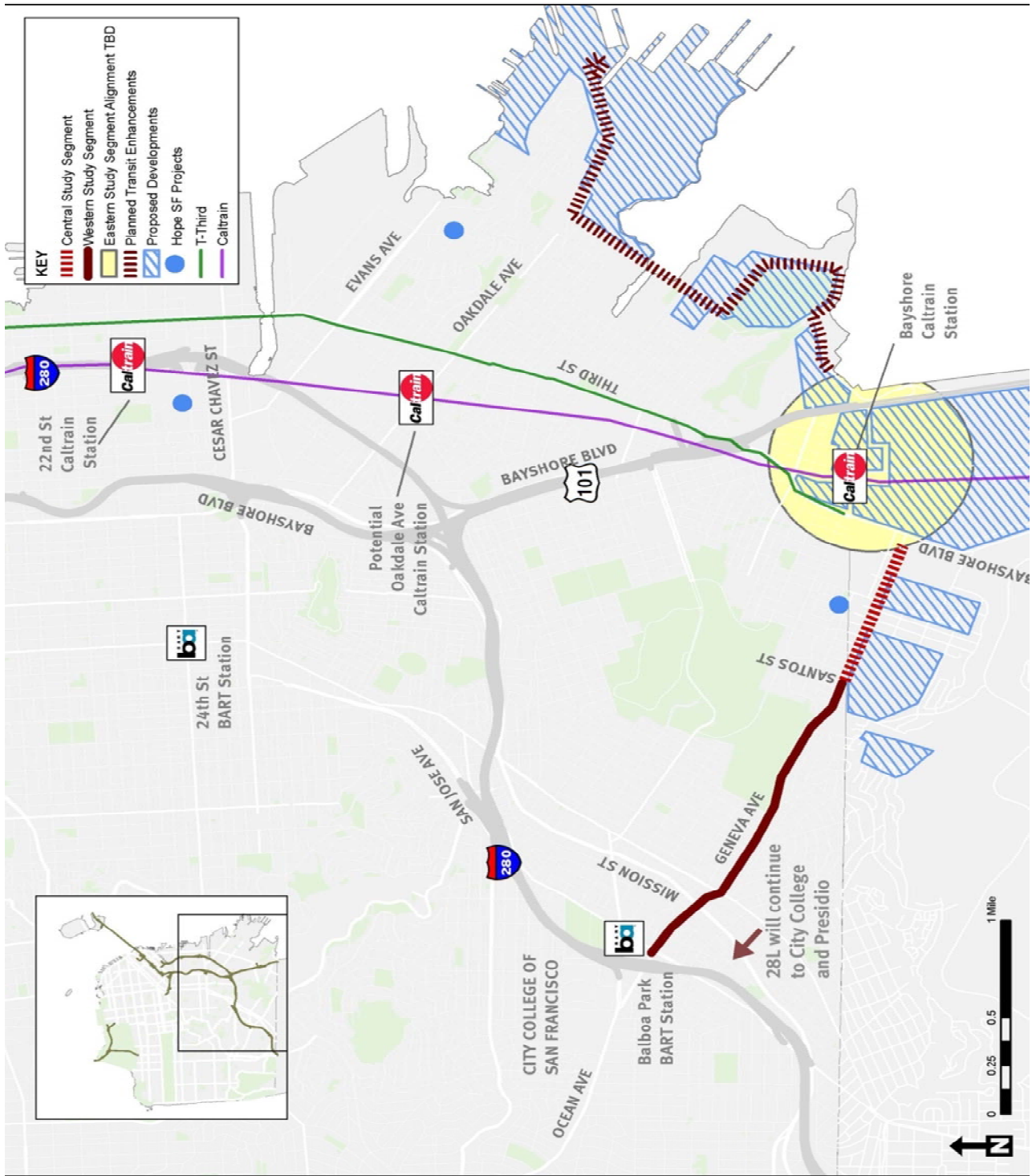
Sub-project detail? No If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer: Planning

Project # from SGA:

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

MAPS AND DRAWINGS



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

FY of Allocation Action: 2015/16 Current Prop K Request: \$ 135,000
Current Prop AA Request: \$ -

Project Name: Geneva-Harney BRT Pre-Environmental Study Supplement

Implementing Agency: San Francisco Municipal Transportation Agency

Signatures

By signing below, we the undersigned verify that: 1) the requested sales tax and/or vehicle registration fee revenues shall be used to supplement and under no circumstance replace existing local revenues used for transportation purposes and 2) the requested sales tax and/or vehicle registration fee funds will not be used to cover expenses incurred prior to Authority Board approval of the allocation.

Project Manager

Grants Section Contact

Name (typed): Kenya Wheeler

Joel C. Goldberg

Title: Project Manager

Manager, Capital Procurement and Management

Phone: 415-701-4421

(415) 701-4499

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

FY of Allocation Action:

Project Name:

Implementing Agency:

EXPENDITURE PLAN INFORMATION

Prop K EP Project/Program:

Prop K EP Line Number (Primary): Current Prop K Request: \$

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request: \$

Supervisorial District(s):

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps.

If a project is not already name Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

San Francisco Public Works (SFPW) requests FY 2015/16 Prop K funds for the construction of the Ingalls St and Industrial St Pavement Renovation on approximately 31 blocks in the following locations:

Industrial St from Oakdale Ave/Selby St to Bayshore Blvd/Industrial St On Ramp
 Ingalls St from Innes Ave/Middle Point Road to Carroll Ave

Please see the following pages for details.

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

Background

SFPW inspects each of the City's blocks and assigns a Pavement Condition Index (PCI) score every two years. The PCI score ranges from a low of 0 to a high of 100. These scores assist SFPW with implementing the pavement management strategy of aiming to preserve streets by applying the right treatment to the right roadway at the right time. Streets are selected based on PCI scores as well as the presence of transit and bicycle routes, a scheduled street clearance (i.e. coordination with planned utility improvements), and geographic equity. The average PCI score within the proposed limits is 40.

Scope

The Ingalls and Industrial St Pavement Renovation project will consist of paving work, base repairs, curb ramp construction, sidewalk and curb repairs at various locations. Approximately 84 curb ramps will be constructed as part of the project at the following intersections:

Harbor Road/Ingalls St
 Ingalls St/Kiska Road
 Ingalls St/Northridge Road and Rosie Lee Lane
 Beatrice Lane/Ingalls St
 Hudson Ave/Ingalls St
 Armstrong Ave/Ingalls St
 Bancroft Ave/Ingalls St
 Ingalls St/Shafter Ave
 Ingalls St/Revere Ave
 Ingalls St/La Salle Ave
 George Court/Ingalls St
 Ingalls St/Oakdale Ave
 Ingalls St/Quesada Ave
 Ingalls St/Wallace Ave
 Ingalls St/Van Dyke Ave
 Ingalls St/Underwood Ave
 Ingalls St/Thomas Ave
 Ingalls St/Yosemite Ave
 Industrial St/Revere Ave
 Industrial St/Quesada Ave
 Boutwell St/Industrial St and Loomis St
 Charter Oak Ave/Industrial St
 Barneveld Ave/Industrial St and Shafter Ave

To extend the life of the pavement and to minimize disruption to neighborhoods and the traveling public, each street is either "cleared" by utilities a commitment to avoid excavation of newly paved streets for five years - or utility excavation projects are coordinated with paving projects and, where possible, jointly contracted.

The ability of the City to expedite paving projects is limited by its ability to clear streets of utility work prior to paving the streets. For example, to clear a street for paving the City's Public Utilities Commission needs to televise sewers under the streets to determine whether the sewers also need replacement or repairs. Delays in televising, evaluating, repairing and/or replacement of sewers delay pavement work.

Prioritization

See attached the updated Prioritization Criteria and Scoring Table for the Street Resurfacing, Rehabilitation, and Maintenance category.

Prioritization Criteria and Scoring Table
Street Resurfacing, Rehabilitation, and Maintenance/Street Repair and Cleaning Equipment (EPs 34-35)
 Updated September 2015

	PROP K PROGRAM-WIDE CRITERIA			CATEGORY SPECIFIC CRITERIA					Total
	Project Readiness	Community Support	Time Sensitive Urgency	Safety	Pavement Condition Index (PCI) Score	Functional Classification			
Total Possible Score	4	3	3	3	4	3			20
Street Resurfacing									
Guerro St, San Jose Ave and Corbett Ave Pavement Renovation [funded with other sources]	4	0	2	2	4	3			45
West Portal Ave and Quintara St Pavement Renovation	4	0	1	1	4	2			12
Clayton St, Clipper St and Portola Dr Pavement Renovation	2	0	0	1	4	3			10
Gilman Ave and Jerrold Ave Pavement Renovation	1	0	0	1	4	2			8
Madrid St, Morse St and Paris St Pavement Renovation	1	0	0	0	4	1			6
Fillmore St Pavement Renovation	1	0	0	1	4	2			8
Ingalls St and Industrial St Pavement Renovation	4	0	1	1	4	3			13
Total Possible Score	4	3	3	3	3	2			20
Street Repair and Cleaning Equipment									
2 Air Sweepers	4	0	0	1	3	0			10
1 Bicycle Path Sweeper	4	1	0	2	3	2			14
1 Flusher Truck	4	3	3	2	3	2			19
2 High Pressure Surface Cleaning and Water Recovery Systems	4	3	3	2	3	2			19
1 Pothole Patch Truck	4	3	3	3	3	2			20

Prioritization Criteria Definitions:

Project Readiness: Project likely to need funding in fiscal year proposed. Factors to be considered include adequacy of scope, schedule, budget and funding plan relative to current project status (e.g. expect more detail and certainty for a project about to enter construction than design); whether prior project phases are completed or expected to be completed before beginning the next phase; and whether litigation, community opposition or other factors may significantly delay project.

Community Support: Project has clear and diverse community support and/or was identified through a community-based planning process. An example of a community-based plan is a neighborhood transportation plan, but not a countywide plan or agency capital improvement program.

Three points for a project in an adopted community based plan with evidence of diverse community support.

Two points for a project with evidence of support from both neighborhood stakeholders and groups and citywide groups.
 One point for a project with evidence of support from either neighborhood stakeholders and groups or citywide groups.

Time Sensitive Urgency: Project needs to proceed in proposed timeframe to enable construction coordination with another project (e.g. minimize costs and construction impacts); to support another funded or proposed project (e.g. new signal controllers need to be installed to support TEP implementation); or to meet timely use of funds deadlines associated with matching funds.

Prioritization Criteria and Scoring Table
Street Resurfacing, Rehabilitation, and Maintenance/Street Repair and Cleaning Equipment (EPs 34-35)
Updated September 2015

Street Resurfacing Category:

Safety: Project receives one point if it is on a WalkFirst Safety Street, one point if located on a Primary Corridor as identified in the 2013 SFMTA Bicycle Strategy or subsequent updates, and one point if it is on a Muni route.

Pavement Condition Index (PCI) Score: The Pavement Condition Index (PCI) scores are used to identify and categorize the streets based on the maintenance requirements of the streets. The streets are categorized as requiring pavement preservation (PCI 64 - 84), resurfacing (PCI 50-63), or paving with base repair/reconstruction (PCI 0-49). Project receives 4 points if it has a PCI score of 63 or below. DPW determines the amount of pavement preservation work based on the percentage recommended by the Pavement Management and Mapping System (PMMS).

Functional Classification: Streets classified as arterials or collectors get higher priority over local streets with similar PCIs because the former classifications are most heavily used. Project receives 3 points if the street is an arterial, 2 points if collector, and 1 point if residential.

Street Repair and Cleaning Equipment Category:

Safety: Project receives one point if it reduces harmful air pollution, one point if it improves or mitigates a documented unsafe condition for residents, and one point if it improves or mitigates a documented unsafe condition for employees.

Need: Equipment has reached the end of useful life per industry-accepted levels (i.e. replacing sweepers every 5 to 7 years, packer trucks every 10 years, and front end loaders and Street Flusher trucks every 8 years).

Mandates: Equipment is needed per department projects and programs (e.g., Sheriff's Work Alternative Program, which required DPW to replace its 10-passenger vans in order to carry participants to and from their cleaning worksites) or equipment is needed to comply with external regulations (e.g., alternative fuel vehicles are required by federal, state, or local regulations but they cost up to 70 percent more than a non-clean air version of the vehicle).

Cost Effectiveness: New item will minimize maintenance costs compared to item being replaced.

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

E11-17

FY 2015/16

Project Name: Ingalls St and Industrial St Pavement Renovation

Implementing Agency: Department of Public Works

ENVIRONMENTAL CLEARANCE

Type : Categorically Exempt

Status: Anticipated to be issued early Oct

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)	3	2014/15	2	2015/16
Prepare Bid Documents	2	2015/16	2	2015/16
Advertise Construction	2	2015/16	N/A	N/A
Start Construction (e.g, Award Contract)	4	2015/16	N/A	N/A
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)	N/A	N/A	1	2017/18
Project Closeout (i.e., final expenses incurred)	2	2017/18	3	2017/18

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

Design is scheduled to be completed in November 2015, and the project will advertise in December 2015. Construction will start in June 2016 and be completed by September 2017.

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

FY 2015/16

Project Name: Ingalls St and Industrial St Pavement Renovation

Implementing Agency: Department of Public Works

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

Cost for Current Request/Phase		
	Yes/No	
Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	<input type="text"/>	
Environmental Studies (PA&ED)	<input type="text"/>	
Design Engineering (PS&E)	<input type="text"/>	
R/W Activities/Acquisition	<input type="text"/>	
Construction	Yes	\$ 3,677,233
Procurement (e.g. rolling stock)	<input type="text"/>	
Total:		\$3,677,233

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering	<input type="text"/>	
Environmental Studies (PA&ED)	<input type="text"/>	
Design Engineering (PS&E)	\$ 479,142	Actuals plus cost to complete
R/W Activities/Acquisition	<input type="text"/>	
Construction	\$3,677,233	Engineer's Cost Estimate at 65% design
Procurement (e.g. rolling stock)	<input type="text"/>	
Total:	\$ 4,156,375	

% Complete of Design: 65 as of 8/18/2015

Expected Useful Life: 20 Years

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

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

Construction Cost

<u>Prop K Funded Construction Item</u>	<u>Cost</u>
Traffic Related Items	\$ 200,000
Planning	\$ 278,936
Asphalt Concrete	\$ 672,435
Concrete Sidewalk *	\$ 270,400
Curb Ramps	\$ 235,200
Concrete Curbs	\$ 200,737
Concrete Base	\$ 673,365
Miscellaneous Items **	\$ 410,694
Subtotal	\$ 2,941,767 % of Construction Contract
Contingencies	\$ 294,177 10%
Construction Management ***	\$ 441,290 15%
Total cost of Prop K funded items	\$ 3,677,233

* Concrete reconstruction triggers the need for a new sidewalk.

** Miscellaneous items include catchbasins, manhole adjustment, excavation permit fee, field offices, project signage, pull box replacement, mobilization for roadway work, allowance for partnering requirements, SFMTA-DPT striping, and construction support and de-energization of MUNI overhead contacts services.

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

MAJOR LINE ITEM BUDGET

*** SFPW Construction Management

Title (class)	Base Rate	Overhead Multiplier	Burdened Rate/Hr.	Number of Hours	FTE	Cost
Construction Inspector (6318)	\$ 45.76	2.61	\$ 119.43	1,049	0.50	\$ 125,245
Materials Testing Technician (5305)	\$ 33.49	2.61	\$ 87.41	506	0.24	\$ 44,213
Associate Engineer (5207)	\$ 52.73	2.61	\$ 137.63	555	0.27	\$ 76,406
Administrative Engineer (5174)	\$ 65.69	2.61	\$ 171.45	506	0.24	\$ 86,724
Public Relations Officer (1314)	\$ 43.38	2.61	\$ 113.22	419	0.20	\$ 47,492
Junior Engineer (5201)	\$ 40.10	2.61	\$ 104.66	585	0.28	\$ 61,204
Total				3,620	1.74	\$ 441,290

** SFMTA-DPT Construction Support (included in Miscellaneous above)

Title (class)	Base Rate	Overhead Multiplier	Burdened Rate/Hr.	Number of Hours	FTE	Cost
Senior Traffic Engineer (5211)	\$ 54.49	2.73	\$ 148.75	16	0.01	\$ 2,380
Traffic Engineer (5241)	\$ 46.65	2.76	\$ 128.75	16	0.01	\$ 2,060
Associate Traffic Engineer (5207)	\$ 39.87	2.79	\$ 111.25	80	0.04	\$ 8,900
Draftsman (5364)	\$ 27.78	2.88	\$ 80.00	16	0.01	\$ 1,280
Total				128	0.06	\$ 14,620

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

FY 2015/16

Project Name: Ingalls St and Industrial St Pavement Renovation

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$3,677,233

5-Year Prioritization Program Amount: \$0 (enter if appropriate)

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested: \$0

5-Year Prioritization Program Amount: (enter if appropriate)

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

This request requires an amendment to the Streets Resurfacing, Rehabilitation, and Maintenance 5-Year Prioritization Program (5YPP) to re-program \$3,677,233 from the Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation project to the subject project. See attached 5YPP amendment for details.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$3,677,233			\$3,677,233
				\$0
				\$0
				\$0
				\$0
Total:	\$3,677,233	\$0	\$0	\$3,677,233

Actual Prop K Leveraging - This Phase: 0.00%

Expected Prop K Leveraging per Expenditure Plan: 79.06%

\$3,677,233
 Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$3,677,233			\$3,677,233
General Fund FY 14-15			\$479,142	\$479,142
				\$0
				\$0
				\$0
				\$0
				\$0
Total:		\$0	\$4,635,517	\$ 4,156,375

Actual Prop K Leveraging - Entire Project:	11.53%	\$ 4,156,375
Expected Prop K Leveraging per Expenditure Plan:	79.06%	Total from Cost worksheet
Actual Prop AA Leveraging - Entire Project:	NA	

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested: \$3,677,233

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$2,694,167	73.00%	\$983,066
FY 2016/17	\$983,066	27.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
Total:	\$3,677,233		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

Funding Recommended:	Amount		Phase:
	Prop K Allocation	\$3,677,233	Construction
Total:	\$3,677,233		

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 34	FY 2016/17	\$3,309,610	90.00%	\$367,623
Prop K EP 34	FY 2017/18	\$367,623	10.00%	\$0
			0.00%	\$0
			0.00%	\$0
			0.00%	\$0
Total:		\$3,677,233	100%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 34	FY 2016/17	Construction	\$3,309,610	90%	\$367,623
Prop K EP 34	FY 2017/18	Construction	\$367,623	100%	\$0
				100%	\$0
				100%	\$0
Total:			\$3,677,233		

Prop K/Prop AA Fund Expiration Date: Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution. No. Res. Date:

Project Name:

Implementing Agency:

	Action	Amount	Fiscal Year	Phase
Future Commitment to:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Trigger: <input type="text"/>			

Deliverables:

- Upon project completion, provide 2-3 digital photos of completed project and/or construction work in progress.
-

Special Conditions:

- The recommended allocation is contingent upon a concurrent amendment to the Street Resurfacing, Rehabilitation and Maintenance 5YPP. See attached 5YPP amendment for details.
- SFPW may not incur expenses for the construction phase until Transportation Authority staff releases the Prop K construction funds following receipt of evidence of completion of design.
-

Notes:

-

Supervisory District(s):

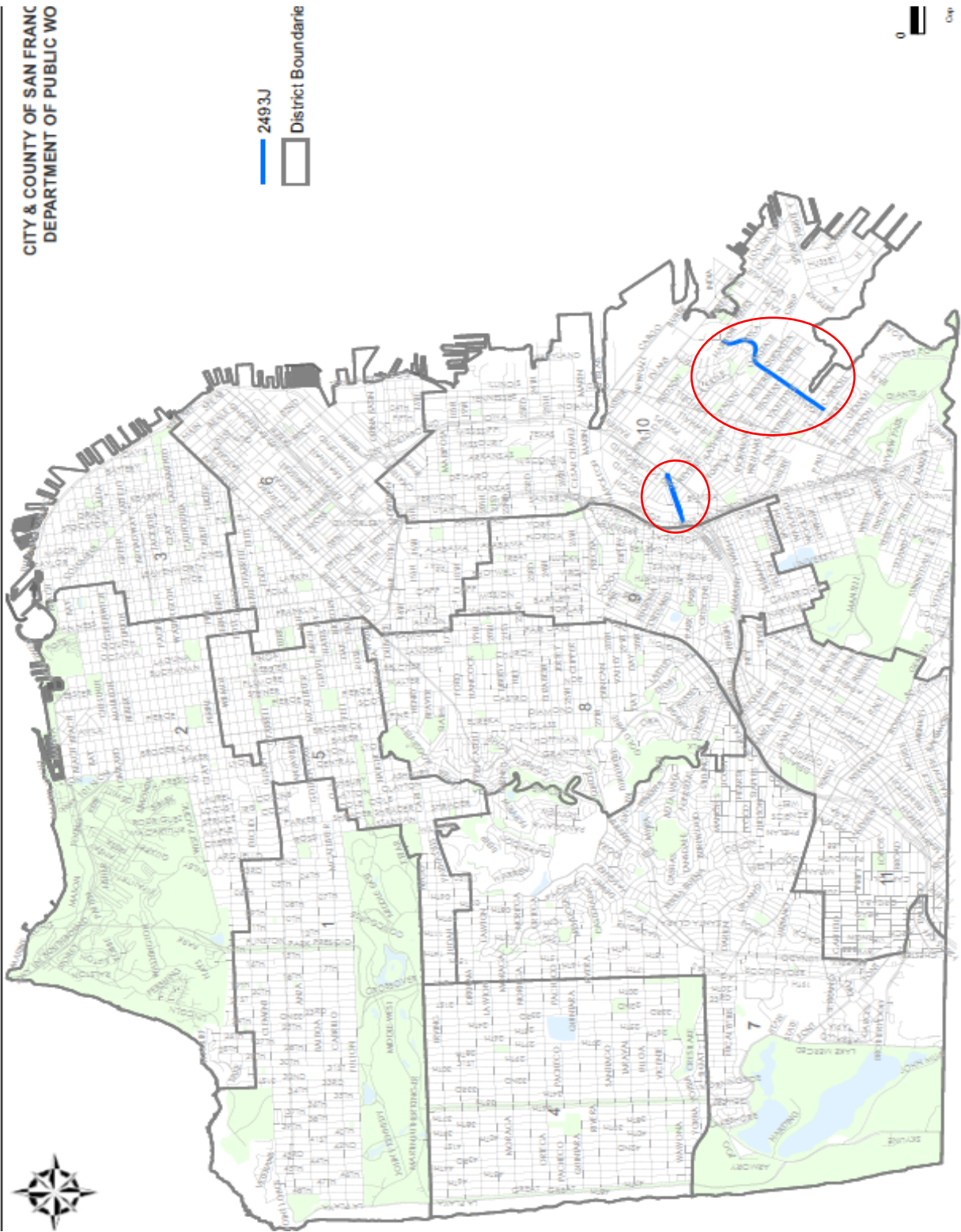
Prop K proportion of expenditures - this phase:	100.00%
Prop AA proportion of expenditures - this phase:	NA

Sub-project detail? If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer:

Project # from SGA:

MAPS AND DRAWINGS



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

FY of Allocation Action:

2015/16

Current Prop K Request:

\$ 3,677,233

Current Prop AA Request:

\$ -

Project Name:

Ingalls St and Industrial St Pavement Renovation

Implementing Agency:

Department of Public Works

Project Manager

Grants Section Contact

Name (typed): Ramon Kong

Rachel Alonso

Title: Project Manager

Transportation Finance Analyst

Phone: 415-554-8280

415.558.4034

Fax: 415-554-8243

Email: ramon.kong@sfdpw.org

rachel.alonso@sfdpw.org

Address: 1680 Mission St, 4th Floor

30 Van Ness, 5th floor
San Francisco, CA 94102

Signature: _____

Date: _____

Prop K 5-Year Project List (FY 2014/15 - 2018/19)
Street Resurfacing, Rehabilitation, and Maintenance /Street Repair and Cleaning Equipment (EPs 34-35)
Programming and Allocations to Date
 Pending September and October 2015 Board Approval

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
Street Resurfacing (EP 34)									
SFPW	Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation ¹	CON	Programmed	\$0					\$0
SFPW	West Portal Ave and Quintara St Pavement Renovation	CON	Allocated	\$3,002,785					\$3,002,785
SFPW	West Portal Ave and Quintara St Pavement Renovation	CON	Deobligated	(\$3,002,785)					(\$3,002,785)
SFPW	Ingalls St and Industrial St Pavement Renovation ²	CON	Pending		\$3,677,233				\$3,677,233
SFPW	Clayton St, Clipper St and Portola Dr Pavement Renovation	CON	Programmed		\$5,365,230				\$5,365,230
SFPW	Gilman Ave and Jerrold Ave Pavement Renovation	CON	Programmed			\$3,907,668			\$3,907,668
SFPW	Madrid St, Morse St and Paris St Pavement Renovation	CON	Programmed				\$4,519,668		\$4,519,668
SFPW	Fillmore St Pavement Renovation	CON	Programmed					\$4,634,668	\$4,634,668
				Programmed in 5YPP					
				\$0	\$9,042,463	\$3,907,668	\$4,519,668	\$4,634,668	\$22,104,467
				Total Allocated and Pending in 5YPP					\$0
				\$3,002,785	\$3,677,233	\$0	\$0	\$0	\$6,680,018
				Total Deobligated in 5YPP					\$0
				(\$3,002,785)	\$0	\$0	\$0	\$0	(\$3,002,785)
				Total Unallocated in 5YPP					\$0
				\$0	\$5,365,230	\$3,907,668	\$4,519,668	\$4,634,668	\$18,427,234
				Programmed in 2014 Strategic Plan					\$8,602,785
				\$1,678,365					\$1,678,365
				Deobligated from Prior 5YPP Cycles **					\$10,281,150
				\$10,281,150					\$6,603,917
				Cumulative Remaining Programming Capacity					\$6,603,917
				\$6,603,917					\$6,603,917
Street Repair and Cleaning Equipment (EP 35)									
SFPW	Street Repair and Cleaning Equipment	PROC	Allocated	\$701,034					\$701,034
SFPW	Street Repair and Cleaning Equipment	PROC	Pending		\$738,072				\$738,072
SFPW	Street Repair and Cleaning Equipment	PROC	Programmed			\$776,826			\$776,826
SFPW	Street Repair and Cleaning Equipment	PROC	Programmed				\$817,375		\$817,375
SFPW	Street Repair and Cleaning Equipment	PROC	Programmed					\$859,800	\$859,800

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

Pending September and October 2015 Board Approval

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
			Programmed in 5YPP	\$701,034	\$738,072	\$776,826	\$817,375	\$859,800	\$3,893,107
			Total Allocated and Pending in 5YPP	\$701,034	\$738,072	\$0	\$0	\$0	\$1,439,106
			Total Deobligated in 5YPP	\$0	\$0	\$0	\$0	\$0	\$0
			Total Unallocated in 5YPP	\$0	\$0	\$776,826	\$817,375	\$859,800	\$2,454,001
			Programmed in 2014 Strategic Plan	\$701,034	\$738,072	\$776,826	\$817,375	\$859,800	\$3,893,107
			Deobligated from Prior 5YPP Cycles **	\$0	\$0	\$0	\$0	\$0	\$0
			Cumulative Remaining Programming Capacity	\$0	\$0	\$0	\$0	\$0	\$0
			ROLL-UP of EPs 34-35						
			Total Programmed in 5YPPs	\$701,034	\$9,780,535	\$4,684,494	\$5,337,043	\$5,494,468	\$25,997,574
			Total Allocated and Pending in 5YPP	\$3,703,819	\$4,415,305	\$0	\$0	\$0	\$8,119,124
			Total Deobligated in 5YPP	(\$3,002,785)	\$0	\$0	\$0	\$0	(\$3,002,785)
			Total Unallocated in 5YPP	\$0	\$5,365,230	\$4,684,494	\$5,337,043	\$5,494,468	\$20,881,235
			Total Programmed in 2014 Strategic Plan	\$9,303,819	\$6,103,302	\$4,684,494	\$5,337,043	\$5,494,468	\$30,923,126
			Total Deobligated from Prior 5YPP Cycles	\$1,678,365	\$0	\$0	\$0	\$0	\$1,678,365
			Cumulative Remaining Programming Capacity	\$10,281,150	\$6,603,917	\$6,603,917	\$6,603,917	\$6,603,917	\$6,603,917

Programmed
Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

¹ 5YPP Amendment to add the Ingalls St and Industrial St Pavement Renovation project (Resolution XX-XX, Project XXX.XXXXXX)
 Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation: Reduced from \$5.6 million to \$0 in Fiscal Year 2014/15, with \$3,677,233 added to Ingalls St and Industrial St Pavement Renovation in Fiscal Year 2015/16 and \$1,922,767 added to cumulative remaining programming capacity. The project was funded with other sources.
 Ingalls St and Industrial St Pavement Renovation: Added project with \$3,677,233 in Fiscal Year 2015/16 funds for construction.

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

Cash Flow as Allocated to Date

Pending September and October 2015 Board Approval

Project Name	Phase	Fiscal Year							Total
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20		
Street Resurfacing (EP 34)									
Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation 1	CON	\$0	\$0	\$0					\$0
West Portal Ave and Quintara St Pavement Renovation	CON	\$2,402,228	\$600,557						\$3,002,785
West Portal Ave and Quintara St Pavement Renovation	CON	(\$2,402,228)	(\$600,557)						(\$3,002,785)
Ingalls St and Industrial St Pavement Renovation 2	CON		\$0	\$3,304,610	\$367,723				\$3,672,333
Clayton St, Clipper St and Portola Dr Pavement Renovation	CON		\$4,292,184	\$1,073,046					\$5,365,230
Gilman Ave and Jerrold Ave Pavement Renovation	CON			\$3,126,134	\$781,534				\$3,907,668
Madrid St, Morse St and Paris St Pavement Renovation	CON				\$3,615,734	\$903,934			\$4,519,668
Fillmore St Pavement Renovation	CON					\$3,707,734		\$926,934	\$4,634,668
Total Cash Flow in 5YPP		\$0	\$4,292,184	\$7,503,790	\$4,764,991	\$4,611,668		\$926,934	\$22,099,567
Total Cash Flow Allocated		\$2,402,228	\$600,557	\$3,304,610	\$367,723	\$0	\$0	\$0	\$6,675,118
Total Cash Flow Deobligated		(\$2,402,228)	(\$600,557)	\$0	\$0	\$0	\$0	\$0	(\$3,002,785)
Total Cash Flow Unallocated		\$0	\$4,292,184	\$4,199,180	\$4,397,268	\$4,611,668		\$926,934	\$18,427,234
Total Cash Flow in 2014 Strategic Plan Deobligated from Prior 5YPP Cycles **		\$3,402,228	\$8,492,741	\$5,199,180	\$4,397,268	\$4,611,668		\$926,934	\$27,030,019
Cumulative Remaining Cash Flow Capacity		\$1,678,365	\$9,281,150	\$6,976,540	\$6,608,817	\$6,608,817		\$6,608,817	\$1,678,365
Total Cash Flow in 2014 Strategic Plan Deobligated from Prior 5YPP Cycles **		\$5,080,593	\$9,281,150	\$6,976,540	\$6,608,817	\$6,608,817		\$6,608,817	\$6,608,817
Street Repair and Cleaning Equipment (EP 35)									
Street Repair and Cleaning Equipment	PROC	\$350,517	\$350,517						\$701,034
Street Repair and Cleaning Equipment	PROC		\$369,036	\$369,036					\$738,072
Street Repair and Cleaning Equipment	PROC			\$388,413	\$388,413				\$776,826
Street Repair and Cleaning Equipment	PROC				\$408,688	\$408,688			\$817,375
Street Repair and Cleaning Equipment	PROC					\$429,900		\$429,900	\$859,800

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

Cash Flow as Allocated to Date

Pending September and October 2015 Board Approval

Project Name	Phase	Fiscal Year					Total	
		2014/15	2015/16	2016/17	2017/18	2018/19		2019/20
Total Cash Flow in 5YPP		\$350,517	\$719,553	\$757,449	\$797,101	\$838,588	\$429,900	\$3,893,107
Total Cash Flow Allocated		\$350,517	\$719,553	\$369,036	\$0	\$0	\$0	\$1,439,106
Total Cash Flow Deobligated		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cash Flow Unallocated		\$0	\$0	\$388,413	\$797,101	\$838,588	\$429,900	\$2,454,001
Total Cash Flow in 2014 Strategic Plan		\$350,517	\$719,553	\$757,449	\$797,101	\$838,588	\$429,900	\$3,893,107
Deobligated from Prior 5YPP Cycles **		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cumulative Remaining Cash Flow Capacity		\$0	\$0	\$0	\$0	\$0	\$0	\$0
ROLL-UP of EPs 34-35								
Cash Flow Programmed in 5YPP		\$350,517	\$5,011,737	\$8,261,239	\$5,562,092	\$5,450,256	\$1,356,834	\$25,992,674
Total Cash Flow Allocated		\$2,752,745	\$1,320,110	\$3,673,646	\$367,723	\$0	\$0	\$8,114,224
Total Cash Flow Deobligated		(\$2,402,228)	(\$600,557)	\$0	\$0	\$0	\$0	(\$3,002,785)
Total Cash Flow Unallocated		\$0	\$4,292,184	\$4,587,593	\$5,194,369	\$5,450,256	\$1,356,834	\$20,881,235
Total Cash Flow in 2014 Strategic Plan		\$3,752,745	\$9,212,294	\$5,956,629	\$5,194,369	\$5,450,256	\$1,356,834	\$30,923,126
Total Deobligated from Prior 5YPP Cycles		\$1,678,365						\$1,678,365
Cumulative Remaining Cash Flow Capacity		\$5,080,593	\$9,281,150	\$6,976,540	\$6,608,817	\$6,608,817	\$6,608,817	\$6,608,817

Programmed
Pending Allocation / Appropriation
Board Approved Allocation/ Appropriation

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

FY of Allocation Action: 2015/16

Project Name: Bicycle Wayfinding Signs

Implementing Agency: San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K EP Project/Program: b. Bicycle Circulation/Safety

Prop K EP Line Number (Primary): 39 Current Prop K Request: \$ 193,000

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request: \$ -

Supervisorial District(s): Citywide

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps.or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

Scope of work begins on next page.

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

Background

The SFMTA operates an extensive bicycle network that includes 215 miles of bike routes, bike lanes and bike paths. However, the City does not have a bicycle wayfinding system that meets today's best practices for bicycling wayfinding and sign design. The legacy bicycle route signs were innovative when installed in the 1990s—however, they do not provide indicators for distance and travel time, nor are they updated to reflect the existing bicycle network and key destinations, including neighborhoods and transit stations. As an outcome from the SFMTA 2013-2018 Strategic Plan, the SFMTA Bicycle Strategy calls for development of a bicycle wayfinding strategy and the installation of a citywide bicycle wayfinding system on the bicycle network to meet the SFMTA goal of improving safety and connectivity for people traveling by bicycle.

In Fiscal Year 2014/15, the SFMTA completed the SFMTA Bicycle Wayfinding Strategy, which provides best practice research, design recommendations and a preliminary deployment framework to implement a new citywide bicycle wayfinding system in San Francisco. The planning study was partially funded by a Prop K allocation approved in September 2013. In using the framework of the Bicycle Wayfinding Strategy, this citywide bicycle wayfinding project would de-emphasize the numbered route system and will instead emphasize a directional guidance based on an updated list of city destinations and districts. Furthermore, this project will use the latest federal guidance for bicycle wayfinding signs—thereby improving the legibility and safety of the bicycle network for existing users and attracting new riders. In April 2015, the Metropolitan Transportation Commission programmed \$792,000 in Cycle 1 Regional Active Transportation Program (ATP) grant funds to the SFMTA to procure and install up to 1,200 bicycle wayfinding signs for implementing the agency's Bicycle Wayfinding Strategy.

Scope

The SFMTA requests a total of \$193,000 in Prop K funds for environmental approval and design engineering (\$173,000), and for a pilot to design and install signs at six locations at the intersection of Valencia and McCoppin Streets to help inform the ATP-funded citywide bicycle wayfinding project, including evaluation (\$20,000).

The pilot locations include:

- Valencia at McCoppin (SE Corner of intersection, replacement sign)
- Valencia at McCoppin (NW corner of intersection, replacement sign)
- McCoppin at Valencia (SW corner of intersection, new sign location)
- McCoppin at Valencia (NE corner of intersection, replacement sign)
- McCoppin at Market (NE corner of intersection, new sign location)
- Valencia at Market (NE side approaching intersection, new sign location)

During the pilot, SFMTA Livable Streets will work with the SFMTA Sign Shop to ensure that agency/signage protocols and the sign development and implementation process are established and feasible in advance of full implementation of the project.

The SFMTA will design:

- 1) Turn signs (to communicate turns to continue on a designated route);
- 2) Confirmation signs (to confirm routes at complex junctions or long segments); and
- 3) Decision signs (to communicate route junctions and proximity to key destinations)

Design will begin in advance of the construction phase and will continue throughout construction, which is anticipated to begin in the fourth quarter of Fiscal Year 2015/16. Signage will be designed by SFMTA Livable Streets, and then produced and installed in phases at an estimated 985 locations as included in the Bicycle Wayfinding Strategy (see attached map). The project also includes designing an additional 215 locations for contingency. Overall, the SFMTA expects to install a total of 1,200 signs.

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

Sign Type	Number of Signs
Decision	685
Confirmation	110
Turn	190
Contingency and new locations	215
TOTAL ESTIMATED LOCATIONS	1,200

The SFMTA will request an additional \$270,000 in Prop K funds to match the ATP grant for the construction phase in spring 2016.

Prioritization

Effective bicycle wayfinding is aligned with San Francisco's mode share target of 20 percent bicycle mode share by 2020, the SFMTA's target of 50 percent non-auto trips by 2018, as well as the city's Vision Zero policy. Vision Zero is intended to achieve the following goals by 2024:

- Eliminate all traffic deaths
- Reduce severe and fatal injury inequities across neighborhoods, transportation modes, and populations

Wayfinding signs provide essential information to all road users about best routes and distances to key destinations such as schools, transit facilities, community centers and employment centers. This project has significant potential to encourage increased bicycling in San Francisco, and to reduce the number and rate of bicyclist fatalities and injuries. Locations for bicycle wayfinding will be prioritized based on evaluation of the initial bicycle wayfinding pilot for McCoppin and Valencia Streets, as well as inspection, public input and the status of constructed bicycle projects.

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

FY	2015/16
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Project Name: Bicycle Wayfinding Signs

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : CEQA - Categorical Exemption

Status: Not yet started

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering	2	FY 2013/14	4	FY 2014/15
Environmental Studies (PA&ED)	2	FY 2015/16	2	FY 2015/16
R/W Activities/Acquisition				
Design Engineering (PS&E)	3	FY 2015/16	4	FY 2018/19
Prepare Bid Documents				
Advertise Construction				
Start Construction (e.g., Award Contract)	4	FY 2015/16		
Procurement (e.g. rolling stock)	4	FY 2015/16		
Project Completion (i.e., Open for Use)			4	FY 2018/19
Project Closeout (i.e., final expenses incurred)			2	FY 2019/20

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

Pilot and evaluation period: January - June 2016.

ATP timely use of funds requirements require the SFMTA to request allocation of the state-only ATP construction funds by March 2016. The California Transportation Commission must allocate the funds by June 2016.

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

FY 2015/16

Project Name: Bicycle Wayfinding Signs

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.
 Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	No			
Environmental Studies (PA&ED)	Yes			
Design Engineering (PS&E)	Yes	\$ 173,000	\$ 173,000	
R/W Activities/Acquisition	No			
Construction	Yes	\$ 20,000	\$ 20,000	
Procurement (e.g. rolling stock)	No			
		\$193,000	\$193,000	\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering	\$ 45,000	Actual cost
Environmental Studies (PA&ED)	\$ 10,000	Based on previous similar work
Design Engineering (PS&E)	\$ 163,000	Based on previous similar work
R/W Activities/Acquisition		
Construction	\$ 1,082,000	Based on previous similar work
Procurement (e.g. rolling stock)		
Total:	\$ 1,300,000	

% Complete of Design: 0 as of Sept 2015
 Expected Useful Life: 20 Years

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

MAJOR LINE ITEM BUDGET	
1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.	
2. Requests for project development should include preliminary estimates for later phases such as construction.	
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.	
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.	
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.	
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.	

Budget Summary by Phase

Phases	\$	%
Planning	\$ 45,000	3%
Environmental Studies	\$ 10,000	1%
Pilot and Evaluation	\$ 20,000	2%
Design Engineering	\$ 163,000	13%
Construction	\$ 1,062,000	82%
Total	\$ 1,300,000	100%

FTE = Full-time Equivalent

Project Detail

Item Description	Unit Cost	# of Units	Unit Type	Total
I. Planning (previously completed)	\$ 45,000	1	Lump Sum	\$ 45,000

II. Environmental Studies Phase - CEQA

Position (Title and Classification)	Hours	Hourly Base Salary	Hourly Fringe Benefits Rate	*(Salary + Fringe)	Hourly Fully Burdened	FTE	Cost
5277 Planner I	5	\$36.32	\$22.29	\$47.06	\$105.68	0.00000	\$528
5288 Transportation Planner II	35	\$40.33	\$23.68	\$51.40	\$124.55	0.01683	\$4,359
5289 Transportation Planner III	10	\$47.83	\$26.92	\$60.02	\$145.72	0.00481	\$1,457
Planning Department	lump sum						\$3,655
Environmental Total							\$10,000

III. PILOT AND EVALUATION

Position (Title and Classification)	Hours	Hourly Base Salary	Hourly Fringe Benefits Rate	*(Salary + Fringe)	Hourly Fully Burdened	FTE	Cost
5289 Transit Planner III	20	\$47.83	\$26.92	\$60.02	\$145.72	0.01	\$2,914
5288 Transit Planner II	80	\$40.33	\$23.68	\$51.40	\$124.55	0.04	\$9,964
Design Engr Total							\$12,878

Round up to **\$13,000**

Construction- Sign procurement & fabrication	\$ 600	6	Per Sign		\$ 3,600
Construction Contingency (10%, for sign fabrication)	\$ 60	1	Lump Sum		\$ 60
Construction- removal & installation of signs (labor + hardware)	\$ 200	6	Per Sign		\$ 1,200
Construction Management	\$ 2,000	1	Lump Sum		\$ 2,000
Construction Contingency (10%, for remaining Construction)	\$ 200	1	Lump Sum		\$ 200
Total					\$ 7,060

Subtotal Pilot and Evaluation	\$19,938.40 *
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Round up to: **\$20,000.00**

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

E11-37

IV. DESIGN ENGINEERING WITHOUT PILOT AND EVALUATION

Design Engineering Phase- Livable Streets staff to determine where each sign goes, what it says (destinations and distances), and write work orders. Also to identify and remove existing signs.

Position (Title and Classification)	Hours	Hourly Base Salary	Hourly Fringe Benefits Rate	*(Salary + Fringe)	Hourly Fully Burdened	FTE	Cost
5207 Associate Engineer	80	\$52.73	\$28.77	\$65.44	\$158.99	0.04	\$12,719
5203 Assistant Engineer	463	\$45.33	\$25.84	\$57.15	\$138.68	0.22	\$64,209
5289 Transit Planner III	20	\$47.83	\$26.92	\$60.02	\$145.72	0.01	\$2,914
5288 Transit Planner II	40	\$40.33	\$23.68	\$51.40	\$124.55	0.02	\$4,982
5201 Junior Engineer	551	\$40.10	\$23.58	\$51.14	\$124.05	0.26	\$68,352
5241 Engineer	28	\$61.03	\$32.31	\$74.95	\$182.31	0.01	\$5,105
5211 Senior Engineer	20	\$70.65	\$36.41	\$85.97	\$209.26	0.00	\$4,185
City Attorney Fees	2				\$250.00		\$500
Design Engr Total							\$162,966*

*Round up to 163,000

TOTAL DESIGN PHASE	183,000
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V. Construction Phase

Construction- Sign procurement & fabrication	\$ 600	1,194	Per Sign	\$ 716,400
Construction Contingency (10%, for sign fabrication)	\$ 71,940	1	Lump Sum	\$ 96,940
Construction- removal & installation of signs (labor + hardware)	\$ 200	1,194	Per Sign	\$ 238,800
Construction Management*	\$ 10,000	1	Lump Sum	\$ 10,000
Total				\$ 1,062,140

***Construction Management Labor Detail**

Position (Title and Classification)	Hours	Hourly Base Salary	Hourly Fringe Benefits Rate	*(Salary + Fringe)	Hourly Fully Burdened	FTE	Cost
5203 Assistant Engineer	72	\$45.33	\$25.84	\$57.15	\$138.68	0.04	\$9,985

TOTAL CONSTRUCTION PHASE	\$ 1,062,140
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Round down to \$ 1,062,000

TOTAL ALL PHASES	\$1,300,000
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San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY 2015/16

Project Name: Bicycle Wayfinding Signs

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$193,000

5-Year Prioritization Program Amount: \$833,946 (enter if appropriate)

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

The 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in Fiscal Year 2015/16 from the Bicycle Network Expansion and Upgrades placeholder in the Bicycle Circulation and Safety 5YPP.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$193,000		\$193,000
				\$0
Total:	\$193,000	\$0	\$0	\$193,000

Actual Prop K Leveraging - This Phase:	0.00%	\$193,000
Expected Prop K Leveraging per Expenditure Plan	27.84%	Total from Cost worksheet

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$463,000	\$32,000	\$495,000
Regional ATP Cycle 1 (state funds)		\$792,000		\$792,000
SFMTA Operating funds			\$13,000	\$13,000
				\$0
Total:		\$1,255,000	\$45,000	\$ 1,300,000

Actual Prop K Leveraging - Entire Project:	61.92%	\$ 1,300,000
Expected Prop K Leveraging per Expenditure Plan:	27.84%	Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested: \$193,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$144,750	75.00%	\$48,250
FY 2016/17	\$48,250	25.00%	\$0
Total:	\$193,000		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

Funding Recommended:	Amount		Phase:
	Prop K Allocation	\$20,000	
Prop K Allocation	\$173,000	Design Engineering (PS&E)	
Total:	\$193,000		

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

Multi-phase allocation is recommended given that the phases will be done concurrently.

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 39	FY 2015/16	\$44,714	23.00%	\$148,286
Prop K EP 39	FY 2016/17	\$49,429	26.00%	\$98,857
Prop K EP 39	FY 2017/18	\$49,429	26.00%	\$49,428
Prop K EP 39	FY 2018/19	\$49,428	26.00%	\$0
Total:		\$193,000	101%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2015/16	Construction	\$20,000	10%	\$173,000
Prop K EP 39	FY 2015/16	Design Engineering (PS&E)	\$24,714	23%	\$148,286
Prop K EP 39	FY 2016/17	Design Engineering (PS&E)	\$49,429	49%	\$98,857
Prop K EP 39	FY 2017/18	Design Engineering (PS&E)	\$49,429	74%	\$49,428
Prop K EP 39	FY 2018/19	Design Engineering (PS&E)	\$49,428	100%	\$0
Total:			\$193,000		

Prop K/Prop AA Fund Expiration Date: Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

	Action	Amount	Fiscal Year	Phase
Future Commitment to:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Trigger:	<input type="text"/>		

Deliverables:

1. Quarterly Progress Reports shall provide percent complete of the scope of work and any updates or revision to the Sign Deployment Locations map, in addition to the requirements described in the Standard Grant Agreement.
2. Upon completion of CEQA analysis (anticipated December 2015), provide evidence of environmental clearance.
3. Upon completion of pilot (anticipated by June 2016), provide photos of installed signage and summary of evaluation findings.

Special Conditions:

1. The Transportation Authority will only reimburse the SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

1.

Supervisory District(s): Prop K proportion of expenditures - this phase:

Sub-project detail? If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer: Project # from SGA:

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

SUB-PROJECT DETAIL

Sub-Project # from SGA: Name:
 Supervisorial District(s):

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2015/16	Construction	\$20,000	100%	\$0
				100%	\$0
				100%	\$0
Total:			\$20,000		

Sub-Project # from SGA: Name:
 Supervisorial District(s):

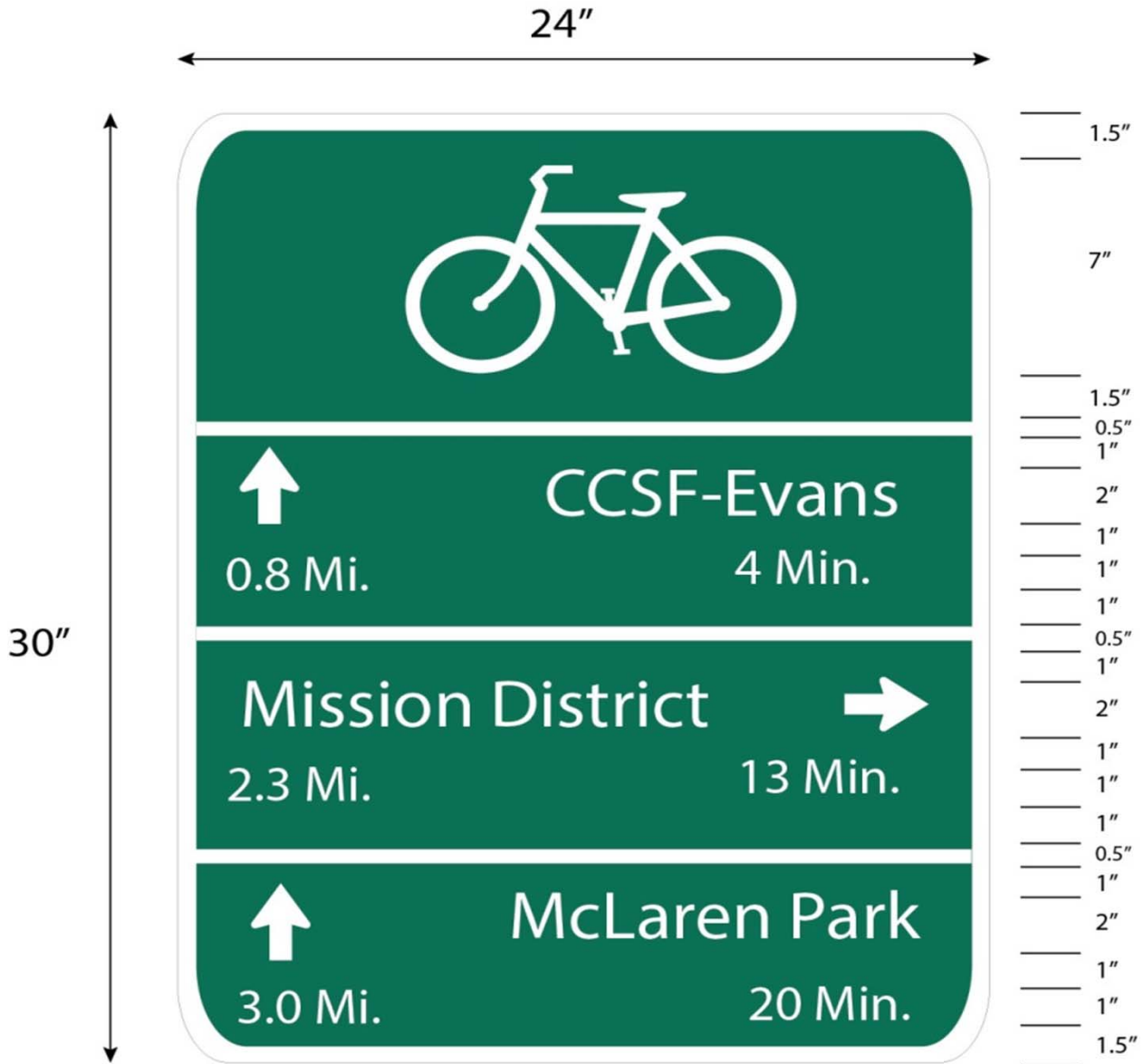
Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2015/16		\$24,714	14%	\$148,286
Prop K EP 39	FY 2016/17		\$49,429	43%	\$98,857
Prop K EP 39	FY 2017/18		\$49,429	57%	\$49,428
Prop K EP 39	FY 2019/20		\$49,428	100%	\$0
				100%	\$0
				100%	\$0
Total:			\$173,000		

MAPS AND DRAWINGS

Sign Deployment Locations
Full bicycle network deployment
Bicycle Wayfinding Strategy
Fall 2014
Strategic Planning & Policy





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

FY of Allocation Action:

2015/16

Current Prop K Request:

\$ 193,000

Current Prop AA Request:

\$ -

Project Name:

Bicycle Wayfinding Signs

Implementing Agency:

San Francisco Municipal Transportation Agency

Project Manager

Grants Section Contact

Name (typed):

Matt Lasky

Joel C. Goldberg

Title:

Project Manager

Capital Procurement
and Management

Phone:

(415) 701-5228

(415) 701-4499

Fax:

Email:

Matt.Lasky@sfmta.com

Joel.Goldberg@sfmta.com

Address: 1 S. Van Ness Avenue, 7th Floor,
San Francisco, CA 94103

1 S. Van Ness Avenue, 8th Floor,
San Francisco, CA 94103

Signature:

Date:

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

FY of Allocation Action:

2015/16

Project Name:

Youth Bicycle Safety Education Classes

Implementing Agency:

San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K EP Project/Program:

b. Bicycle Circulation/Safety

Prop K EP Line Number (Primary):

39

Current Prop K Request:

\$ 80,000

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request:

\$ -

Supervisorial District(s):

Citywide

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps.or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

Scope of work begins on next page.

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

Background

In June 2011, the San Francisco County Transportation Authority (SFCTA) approved a Proposition K allocation (Resolution 11-62) in the amount of \$130,000 to the San Francisco Municipal Transportation Agency (SFMTA) to fund the first year of a three-year professional services contract to provide training and safety education courses to adult and youth cyclists. In July 2012, the SFCTA approved additional funding of \$175,000 (Resolution 13-03) to fund two more years of the three-year contract. And in March 2015, the SFCTA approved an incremental \$72,000 (Resolution 15-46) to fund a nine-month extension through November 2015. By pursuing a three year contract, the SFMTA saved costs related to contract development in years two and three relative to doing a one year contract three times.

Scope

The SFMTA is requesting \$80,000 to continue offering bicycle safety education classes in nine San Francisco schools for eight months (November 2015 – June 2016) after the current contract for classes expires. These classes will provide continuity in bicycle safety education programming for students in San Francisco and will include two-week in-school bicycle safety physical education classes. The current request will reach approximately 720 students in the current school year with direct bicycle safety education. The consultant contractor that the SFMTA will select for this project through a sole source contract is a team consisting of the San Francisco Bicycle Coalition (SFBC) and YBike. SFMTA labor included in the request will fund program management and contract administration.

The program is teacher-training model meaning that as the program progresses over time, physical education teachers work with the program for 3 years. In year one, contractor staff run the program with teacher support. In the second year, the teacher runs the program with contractor support. In year three, teacher runs the program independently, with minimal support from the contractor. The contractor has been successful in helping a number of schools run their bicycle education curriculum independently, thereby reaching a much larger portion of the school population with minimal support from the contractor.

Per school costs for the program have remained fairly constant and the fixed cost nature of the program per class will likely result in no cost decrease over time as the program expands. The program budget includes fixed per class costs for instruction time, set-up and clean-up, purchase of equipment, and equipment maintenance.

School Site Selection

The bicycle safety program uses a school selection process that is similar to the selection processed used by the Safe Routes to School program, which includes:

- Locating services at schools with high rates students receiving free/reduced lunch as an effective way of reaching populations of concern;

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

- Working with SFUSD District staff to identify priority schools based on possessed resources (school sites that tend to have fewer resources are prioritized), and
- Availability of on-site teaching staff well-suited to taking on on-site coordination of the program and the availability of bikes for students to use.

Based on these criteria, the following ten schools will receive bicycle education in the 2015-16 school year, with an additional two schools TBD. Nine of the following locations will be funded with Prop K funds:

Middle Schools:

- | | | |
|---------------------|---------------|---------------------|
| ▪ Aptos | ▪ Everett | ▪ Visitacion Valley |
| ▪ Bessie Carmichael | ▪ MLK | |
| ▪ Denman | ▪ Paul Revere | |

High Schools:

- | | | |
|---------------|----------|------------------|
| ▪ The Academy | ▪ Burton | ▪ John O'Connell |
|---------------|----------|------------------|

These classes have been offered at San Francisco schools for the past three years. Past locations include:

Middle Schools:

- | | | |
|---------------------|--------------|---------------------|
| ▪ Alice Fong Yu | ▪ Everett | ▪ MLK |
| ▪ A.P. Giannini | ▪ Francisco | ▪ Paul Revere |
| ▪ Aptos | ▪ Hoover | ▪ Roosevelt |
| ▪ Bessie Carmichael | ▪ James Lick | ▪ Visitacion Valley |
| ▪ Denman | ▪ Marina | |

High Schools:

- | | | |
|------------------|---------------|----------------------|
| ▪ Balboa | ▪ June Jordan | ▪ Principal's Center |
| ▪ Downtown | ▪ Lincoln | ▪ SF International |
| ▪ Galileo | ▪ Lowell | ▪ Thurgood Marshall |
| ▪ John O'Connell | ▪ Mission | |

Goals

This project is intended to both increase cycling amongst young people and reduce their chance of injury while doing so. The program removes barriers to cycling not only by teaching basic bike skills, but also by showing students how they can prevent injuries and minimize them if they do end up in a collision.

- The best way to avoid being seriously injured is to avoid being injured at all (i.e., prevention). The curriculum covers the most common cyclist errors that lead to injury and how to avoid

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

them, including, but are not limited to, riding against traffic, riding on the sidewalk, and failing to obey and/or lack of understanding of right of way/traffic controls.

- People on bikes can control their own behavior, but there are many other factors on the streets that they cannot control (i.e., minimization). When something out of their control causes a collision/fall, the curriculum instructs how to minimize the potential consequences by:
 - Wearing a properly-fitted bike helmet and other safety gear. A properly-fitted helmet is required at all times during the classes. Students learn how to fit and adjust their helmet and, whenever possible, the program allows students who need a helmet to take their helmet home, free of charge.¹
 - Practicing avoidance maneuvers like the “Quick Stop” and “Instant Turn.”

Evaluation

The contractors currently collect a considerable amount of information from their students, including the number of new learners at each school, pre- and post-test scores, evaluation and survey responses for students and school physical education teachers, and a map of the “Neighborhood Ride Day” route, which shows the route that students took at the completion of the course using skills learned through the class. The tests and evaluations assess understanding of basic bicycle safety concepts and also include a survey of attitudes about helmet use and bike commuting. Students' knowledge of bicycle safety has been evaluated since the program began at YBike in 2008 and shows an average improvement of 33 percent in pre-test to post-test scores.

As part of contract development, the SFMTA will work with its youth bicycle safety education classes contractors to collect more robust data to help in evaluating program outcomes, potentially including:

- New learner conversion rate (i.e., how many new learners actually learned)
- Average moving time (i.e., used in the past to show the percentage of class time during which students were active)
- Class mileage (i.e., distanced rode, including both schoolyard drills and neighborhood ride)
- Data on programs run independently by SFUSD staff (i.e., # of students, pre/post test data, new learners, etc.)

¹ Nationwide data shows that when fitted properly, bicycle helmets can reduce the risk of head injuries by 85% and traumatic brain injuries by 88%. The Youth Bicycle Safety Education Classes project will provide helmets to students who need them. Previously, all students were provided a helmet and allowed to keep it, as the cost of helmet management outweighed the cost of the helmets. However, because many students already have helmets, this project will only provide helmets to students who do not own a personal helmet. This year's project will also experiment with the use of surgical caps to allow for one-time use of a helmet to cut down on the management of helmets and allow them to be used hygienically by multiple students.

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

Prioritization

The proposed project is a component of the 5-Year Prioritization Program for the Bicycle Circulation and Safety category under the line item “Bicycle Safety Education & Outreach (e.g., Classes)” programmed in Fiscal Year 2015/16. Provision of Bicycle Safety Education classes by the SFMTA is also consistent with the following San Francisco Bicycle Plan Actions:

- Action 4.1 Provide SFMTA bicycle safety information to diverse age, income and ethnic populations.
- Action 6.2 Work with the Department of the Environment, the Department of Public Health, and other City agencies to formalize bicycle education and promotion responsibilities and to develop partnership agreements with the SFMTA.

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

FY 2015/16

Project Name: Youth Bicycle Safety Education Classes

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : Categorically Exempt

Status:

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)				
Prepare Bid Documents				
Advertise Construction				
Start Construction (e.g., Award Contract)	2	FY 2015/16		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			4	FY 2015/16
Project Closeout (i.e., final expenses incurred)			2	FY 2016/17

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

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

FY 2015/16

Project Name: Youth Bicycle Safety Education Classes

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.
 Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction	Yes	\$ 80,000	\$ 80,000	
Procurement (e.g. rolling stock)				
		\$80,000	\$80,000	\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering		
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction	\$ 80,000	Previous similar project
Procurement (e.g. rolling stock)		
Total:	\$ 80,000	

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

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

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

Task	Totals	SFMTA	Consultant	% of Project
1. Ongoing Management	\$ 8,732	\$ 8,732	\$ -	10.9%
2. Classes	\$ 71,223	\$ -	\$ 71,223	89.1%
TOTAL	\$ 79,954	\$ 8,732	\$ 71,223	

MFB = Mandatory Fringe Benefits, FTE = Full Time Equivalent

Contract Administration: SFMTA							
Position	Unburdened Salary	MFB	Overhead = 0.803 * (Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
SFMTA Sustainable Streets Division							
Transportation Planner III	\$ 108,942	\$ 60,633	136,169	\$ 305,744	0.027	56	\$ 8,232
Subtotal SFMTA Sustainable Streets Division Labor							\$ 8,232

Instruction: Contractor	
2-week P.E. Course Program Materials	Cost
Bike and Equipment Maintenance (\$300 per course)	\$ 2,700
Vehicle Maintenance and Fuel (Bike Transport & Storage) (\$300 per	\$ 2,700
Helmet Bank- 70 Helmets, \$12.50/each	\$ 1,575
Printing and Supplies (Tests, curricula, etc.) (\$500 per course)	\$ 4,500
Sub-total	\$ 11,475
2-week P.E. Course Labor	Total Pay
Director of Bicycle Programs	\$ 14,088
YBike PE Coordinator	\$ 22,842
YBike Operations Coordinator	\$ 11,664
Lead Bike Program Staff	\$ 8,748
FT Bike Program Staff	\$ 2,406
Sub-total	\$ 59,748
Contractor Total	\$ 71,223

City Attorney Fees = 2 hours @ \$250/hr	\$ 500
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TOTAL COST	\$ 79,954
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COST PER STUDENT (estimate)	\$ 111
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**San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form**

E11-53

FY 2015/16

Project Name: Youth Bicycle Safety Education Classes

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$80,000

5-Year Prioritization Program Amount: \$168,800 (enter if appropriate)

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested: \$0

5-Year Prioritization Program Amount: (enter if appropriate)

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$80,000		\$80,000
				\$0
				\$0
				\$0
				\$0
Total:	\$80,000	\$0	\$0	\$80,000

Actual Prop K Leveraging - This Phase: 0.00%

Expected Prop K Leveraging per Expenditure Plan 27.84%

\$80,000
Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)				
Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.				
Fund Source	Planned	Programmed	Allocated	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total:		\$0	\$0	\$ -

Actual Prop K Leveraging - Entire Project: #DIV/0! \$ 80,000

Expected Prop K Leveraging per Expenditure Plan: 27.84% Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST
Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested: \$80,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$80,000	100.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
Total:	\$80,000		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

	Action	Amount	Fiscal Year	Phase
Future Commitment to:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Trigger:

Deliverables:

1. Quarterly Progress Reports (QPRs) shall provide percent complete of the scope of work and data on the number of classes held, including location and number of participants by school site, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions. QPRs shall also include samples of class materials.
2. Upon completion (anticipated December 31, 2016) provide a final report including program evaluation, contract metrics, and final cost per student.
3.

Special Conditions:

1. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
2.

Notes:

1. All flyers, brochures, posters, websites and other similar materials prepared with Proposition K funding shall comply with the attribution requirements established in the SGA.

Supervisory District(s):

Prop K proportion of expenditures - this phase:

Sub-project detail? If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer:

Project # from SGA:

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

FY of Allocation Action:

2015/16

Current Prop K Request:

\$ 80,000

Current Prop AA Request:

\$ -

Project Name:

Youth Bicycle Safety Education Classes

Implementing Agency:

San Francisco Municipal Transportation Agency

Project Manager

Grants Section Contact

Name (typed): John Knox White

Joel C. Goldberg

Title: Transportation Planner

Manager, Capital Procurement
and Management

Phone: 415-701-4473

415-701-4499

Fax: _____

Email: John.KnoxWhite@sfmta.com

Joel.Goldberg@sfmta.com

Address: 1 South Van Ness, 7th Floor,
San Francisco, CA 94103

1 South Van Ness, 8th Floor,
San Francisco, CA 94013

Signature: _____

Date: _____



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

FY of Allocation Action:

Project Name:

Implementing Agency:

EXPENDITURE PLAN INFORMATION

Prop K Category:	<input type="text" value="D. TSM/Strategic Initiatives"/>	Gray cells will automatically be filled in.
Prop K Subcategory:	<input type="text" value="i. TDM/Parking Management"/>	
Prop K EP Project/Program:	<input type="text" value="a. Transportation Demand Management/Parking Management"/>	
Prop K EP Line Number (Primary):	<input type="text" value="43"/>	Current Prop K Request: \$ <input type="text" value="54,225"/>
Prop K Other EP Line Numbers:	<input type="text"/>	

Prop AA Category:

Current Prop AA Request: \$

Supervisorial District(s):

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps.or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

The Bayview Moves Van Sharing Pilot project is the result of many years of planning and public involvement, including community residents, stakeholder groups, community advocates, community-based organizations (CBOs), and City programs active in the Bayview Hunters Point (BVHP) neighborhood. Two San Francisco County Transportation Authority led studies -- The BVHP Neighborhood Transportation Plan (adopted in 2010) and BVHP Mobility Solutions Study (adopted in 2013) identified transportation gaps for residents, students, and workers with limited access to automobiles, particularly youth and seniors. To address these gaps the BVHP Mobility Solutions Study created a business plan to implement a pilot van sharing service whereby CBOs could provide point-to-point transportation for their target populations at a reduced cost versus owning, operating, and maintaining their own vehicles.

Since the completion of the Transportation Authority studies, the stakeholders have formed a community advisory board (CAB) to implement the pilot. The CAB has completed key tasks, including: identification of a fiscal agent (Bayview Hunters Point Multipurpose Senior Services, Inc (BHPMSS)); signed commitments from participating CBOs to use and partially fund the service; procurement of a shuttle operator (TransMetro); and recruitment of a mobility manager who will oversee the day-to-day operations of the service. BHPMSS will hire the mobility manager and provide office space. The proposed service will be provided 6 days per week from morning (9am) until evening (9pm), though the vans would only be utilized on an as-needed basis by the CBOs during that timeframe.

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

The requested Prop K funds will be provided to BHPMSS to implement technical services in support of the pilot program, including:

- *Confirmation and refinement of van schedule
- *Refinement of operational budget as needs/participants change in response to service startup
- *Implementing any technical systems for van reservation requests
- *Evaluation (metrics may include: ridership, access to programs/services for CBO target populations, enhanced health outcomes)
- *Grant writing, fundraising, and refined budgeting to extend pilot if proven successful
- *Potential expansion planning

The requested funds will also be used for SFCTA staff to provide administrative functions (e.g., contracting for technical services), technical review of any of the above items, and overall guidance through attendance at CAB meetings.

Participating CBOs and amount of contributions are listed below:

BHPMSS - \$20,000
3rd Street Youth Center and Clinic - \$4,000
City of Dreams - \$12,000
Mission Neighborhood Centers, Inc- \$5,000
Rafiki Coalition for Health and Wellness - \$250

The total project funding of \$206,975 allows for 10 months of operations. The goal is to successfully apply for non-Prop K funds to extend the program for 18 months. Potential funding sources include private foundations, partnerships with transportation providers, and increased funding contributions from the CBOs.

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

FY 2015/16

Project Name: Bayview Moves Van Sharing Pilot

Implementing Agency: San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Type : N/A Completion Date (mm/dd/yy)
 Status:

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering	4	2010/11	2	2012/13
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)				
Prepare Bid Documents				
Advertise Construction				
Start Construction (e.g., Award Contract)	3	2015/16		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			2	2016/17
Project Closeout (i.e., final expenses incurred)			4	2016/17

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

Milestones above assume a 10-month period of service.

- Procurement for shuttle operator completed by December 2015
- Schedule finalized by end of calendar year 2015
- Pilot operations begin in early 2016
- Pilot operations end in late 2016.
- Evaluation completed by end of calendar year 2016

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

FY 2015/16

Project Name: Bayview Moves Van Sharing Pilot

Implementing Agency: San Francisco County Transportation Authority

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

Cost for Current Request/Phase		
	Total Cost	Current Request
Planning/Conceptual Engineering	No	
Environmental Studies (PA&ED)	No	
Design Engineering (PS&E)	No	
R/W Activities/Acquisition	No	
Construction	Yes	
Procurement (e.g. rolling stock)		
	\$ 206,975	\$ 54,225
	\$ 206,975	\$ 54,225

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering		
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction	\$ 206,975	BVHP Final Report/Business Plan and Community Advisory Board
Procurement (e.g. rolling stock)		
Total:	\$ 206,975	

% Complete of Design: N/A as of N/A

Expected Useful Life: N/A Years

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

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

10-Month Service Scope	Total	Prop K
Mobility Manager (BHPMSS)	\$ 54,167	\$ 46,000
Technical Services (Contractor)	\$ 10,417	
Computer Technician	\$ 1,500	
Shuttle Vendor	\$ 119,167	
Insurance	\$ 8,000	
Equipment and Supplies	\$ 2,500	
Reservation System	\$ 4,000	\$ 4,000
Outreach and Education	\$ 3,000	
SFCTA staff technical support (senior planner)	\$ 4,225	\$ 4,225
Total	\$ 202,750	\$ 54,225

Prop K Labor Detail	Fully Burdened Rate	Hours	Total
Mobility Manager	\$ 50	1083	\$ 54,167
Website/reservation specialist	\$ 75	53	\$ 4,000
SFCTA staff (Senior Transportation Planner)	\$ 130	33	\$ 4,225

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

FY 2015/16

Project Name: Bayview Moves Van Sharing Pilot

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$ 54,225

5-Year Prioritization Program Amount: \$ 54,225 (enter if appropriate)

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$ 54,225		\$ 54,225
Kaiser Permanente Foundation HEAL Zone Grant			\$ 100,000	\$ 100,000
CBO Matching Contribution			\$ 41,250	\$ 41,250
In-Kind Support (BMAGIC and SFE)			\$ 11,500	\$ 11,500
				\$ -
				\$ -
Total:		\$ 54,225	\$ 152,750	\$ 206,975

Actual Prop K Leveraging - This Phase: 73.80%

Expected Prop K Leveraging per Expenditure Plan 54.33%

\$206,975
Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant?

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Total:		\$0	\$0	

Actual Prop K Leveraging - Entire Project:

Expected Prop K Leveraging per Expenditure Plan: Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested:

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$ 27,113	50.00%	\$ 27,112
FY 2016/17	\$ 27,112	50.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
Total:	\$ 54,225		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

Funding Recommended:	Amount		Phase:
	Prop K Appropriation	\$ 54,225	Construction
Total:	\$ 54,225		

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 44	FY 2015/16	\$ 27,113	50.00%	\$ 27,112
Prop K EP 44	FY 2016/17	\$ 27,112	50.00%	\$ -
			0.00%	\$ -
			0.00%	\$ -
			0.00%	\$ -
Total:		\$ 54,225	100%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 44	FY 2015/16	Construction	\$ 27,113	50%	\$ 27,112
Prop K EP 44	FY 2016/17	Construction	\$ 27,112	100%	\$ -
				100%	\$ -
				100%	\$ -
				100%	\$ -
Total:			\$ 54,225		

Prop K/Prop AA Fund Expiration Date: Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

	Action	Amount	Fiscal Year	Phase
Future Commitment to:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Trigger:	<input type="text"/>		

Deliverables:

1. Quarterly Progress Reports (QPRs) shall provide percent complete of the scope of work, ridership numbers by month, changes to van sharing service (e.g., change in route), photos of service in operation, service materials and collateral, and details of other activities, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.
2. With first QPR (due January 15, 2016), provide evaluation methodology.
2. Upon completion (anticipated December 31, 2016) provide project evaluation for initial ten months of service, including ridership statistics, customer feedback, and lessons learned.
3.

Special Conditions:

1.

Notes:

1. All flyers, brochures, posters, websites and other similar materials prepared with Proposition K funding shall comply with the attribution requirements established in the SGA.
2. The Transportation Authority will execute a contract or memorandum of understanding with the fiscal agent-- Bayview Hunters Point Multipurpose Senior Services, Inc--for scope of work related to the mobility manager and reservation system tasks of the project.

Supervisorial District(s):

Prop K proportion of expenditures - this phase:

Sub-project detail? If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer:

Project # from SGA:

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

FY of Allocation Action: Current Prop K Request: \$
Current Prop AA Request: \$

Project Name:

Implementing Agency:

Signatures

By signing below, we the undersigned verify that: 1) the requested sales tax and/or vehicle registration fee revenues shall be used to supplement and under no circumstance replace existing local revenues used for transportation purposes and 2) the requested sales tax and/or vehicle registration fee funds will not be used to cover expenses incurred prior to Authority Board approval of the allocation.

Project Manager

Name (typed): Michael Schwartz

Title: Senior Transportation Planner

Phone: 415-522-4823

Email: michael.schwartz@sfcta.org

Address: 1455 Market Street, 22 floor
San Francisco, CA 94103

Signature: _____

Date: _____

Grants Section Contact

Anna LaForte

Deputy Director for Policy and
Programming

415-522-4805

anna.laforte@sfcta.org

1455 Market Street, 22 floor
San Francisco, CA 94103

Signature: _____

Date: _____