San Francisco County Transportation Authority

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

AGENDA

CITIZENS ADVISORY COMMITTEE
Meeting Notice

Date: Wednesday, December 2, 2015; 6:00 p.m.

Location: 1455 Market Street, Floor 22

Members: Christopher Waddling (Chair), Wells Whitney (Vice Chair), Myla Ablog, Brian Larkin, John Larson, Santiago Lerma, John Morrison, Jacqualine Sachs, Peter Sachs and Peter Tannen

6:00 1. Committee Meeting Call to Order

6:07 2. Chair's Report – INFORMATION

6:10 Consent Calendar

3. Approve the Minutes of the October 28, 2015 Meeting – ACTION* **5**

4. Approve the 2016 CAC Meeting Schedule – ACTION* **11**

Per Article IV, Section I of the CAC's By-Laws, the regular meetings of the CAC are held on the fourth Wednesday of the month at 6:00 p.m. at the Transportation Authority's offices. Special meetings are held as needed (e.g. due to holidays or other time constraints). The 2016 Transportation Authority meeting schedule is attached, with proposed CAC meeting dates for approval and Board and Committee meeting dates included for reference.

5. Adopt a Motion of Support for the Approval of the 2016 State and Federal Legislative Program – ACTION* **13**

Every year the Transportation Authority Board adopts a legislative program to guide the agency's transportation advocacy efforts at the state and federal levels. The proposed State and Federal Legislative Program reflects key principles, gathered from our common positions with other local transportation sales tax authorities around the state, the Metropolitan Transportation Commission, as well as our understanding of the most pressing issues facing the region, San Francisco, and our partner agencies that deliver transportation in the city. The proposed program is presented in the form of principles, not specific bills or legislative initiatives, in order to allow staff the necessary flexibility to respond to legislative proposals and specific policy concerns that may arise over the course of the legislative session in Sacramento or Washington. Our 2016 Legislative Program continues many of the themes from the previous legislative sessions and emphasizes issues of stabilizing and protecting existing transportation funds, authorizing new transportation revenues, securing funding for San Francisco projects, advancing high-speed rail investment, supporting allocation of state cap and trade revenues for transportation, promoting Vision Zero safety goals, and aspiring to meet environmental and greenhouse gas reduction goals.

6. Adopt a Motion of Support for Reprogramming $67,265 in One Bay Area Grant Cycle 1 Funds from San Francisco Public Works' ER Taylor Elementary Safe Routes to School Project to the Chinatown Broadway Street Design Project – ACTION* **29**

In June 2013, the Transportation Authority Board programmed $35 million in One Bay Area Grant (OBAG) Cycle 1 County Program funds to seven projects that were competitively selected, including San Francisco Public Works' (SFPW's) ER Taylor Elementary Safe Routes to School (SR2S) and Chinatown Broadway

Street Design projects. ER Taylor SR2S has been recently completed with a remaining balance of $67,265. SFPW requests reprogramming the balance to the Chinatown Broadway project, which has received a higher-than-anticipated bid to its original construction contract advertisement. SFPW plans on re-advertising the contract by the end of this year and awarding it in March 2016.

End of Consent Calendar

6:20 7. 2016 CAC Nominations – INFORMATION

At the December 2 CAC meeting, nominations will be made for the CAC Chairperson and Vice-Chairperson for 2016. Per the CAC's By-Laws, nominations for the Chairperson and Vice-Chairperson shall be made at the last CAC meeting of the calendar year (e.g. December 2, 2015) in order to be eligible for election at the first CAC meeting of the following year (e.g. January 27, 2015). A nomination must be accepted by the candidate. Self-nominations are allowed. Candidates are required to submit statements of qualifications and objectives to the Clerk of the Transportation Authority one week prior to the January CAC meeting to be included in the meeting packet. The due date this year is January 20, 2016. The Chairperson and Vice-Chairperson shall be elected by a majority of the appointed members at the January meeting. The term of office shall be for one year. There are no term limits.

6:30 8. Adopt a Motion of Support for the Allocation of $638,477 in Prop K Funds, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedule – ACTION* **33**

As summarized in Attachments 1 and 2, we have two requests totaling $638,477 in Prop K sales tax funds to present to the Citizens Advisory Committee. The San Francisco Municipal Transportation Agency has requested $516,000 to upgrade traffic signals at five intersections along the Upper Polk corridor as part of the Polk streetscape and paving project. San Francisco Public Works has requested $122,477 to supplement previously allocated Prop K sales tax funds for the construction phase of pedestrian safety improvements on Sloat Boulevard at Everglade Drive and 23rd Avenue. Project costs have increased due to added Caltrans design requirements and higher than anticipated contract bids.

6:40 9. Adopt a Motion of Support for Approval of the 2015 San Francisco Congestion Management Program – ACTION* **79**

As the Congestion Management Agency for San Francisco, the Transportation Authority is responsible for developing and adopting a Congestion Management Program (CMP) for San Francisco on a biennial basis. The CMP is the principal policy and technical document that guides the Transportation Authority's CMA activities and demonstrates conformity with state congestion management law. The 2015 CMP incorporates several substantive updates, including 2015 system performance monitoring results; the updated CMP Capital Improvement Program; updates on initiatives to manage demand through pricing, incentives, and other strategies; Transportation Authority and City efforts to integrate land use and transportation planning in key locations; and other significant policy and planning progress since 2013.

6:55 10. Update on the San Francisco Municipal Transportation Agency's Commuter Shuttle Program – INFORMATION* **89**

In August 2014, the San Francisco Municipal Transportation Agency (SFMTA) launched a Commuter Shuttle Pilot Program to determine if regulation of shuttles would reduce traffic conflicts, particularly with Muni operations, and other concerns raised by residents. The pilot included a permit and fee program and data gathering for analysis, which culminated in publication of the Pilot Evaluation Report in October 2015. At its November 17 meeting, the SFMTA Board approved an amendment to the Transportation Code to make permanent the regulation of the commuter shuttles and adopted a Commuter Shuttle Program Policy to govern the implementation of the permit program, which includes designated shared Muni zones and shuttle-only zones. The new permit program includes regulatory provisions to phase in a newer and greener fleet of vehicles, limit the routes of large shuttles, increase enforcement, and reduce service disruptions. Pending availability from SFMTA staff, there will be a presentation on the evaluation report and the new permit program at the December CAC meeting. If SFMTA staff is unavailable in December, they will gladly attend the January 27 CAC meeting. The program policy and evaluation report are attached, and more information can be found at the following SFMTA Board meeting page under Item 11: https://www.sfmta.com/calendar/meetings/board-directors-meeting-november-17-2015.

7:10 11. Overview of the San Francisco Long Range Transportation Planning Program – INFORMATION* 141

The San Francisco Long Range Transportation Planning Program (LRTPP or Program) is a partnership of San Francisco's key planning and transportation agencies and the Mayor's Office, including the Transportation Authority, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Planning Department, and the San Francisco Office of Economic and Workforce Development. The Program is a long range, comprehensive multiagency effort to define the desired and achievable transportation future for San Francisco. The effort will produce a roadmap to arrive at that future, including policies, planning, project development, and funding strategies. The key outputs for the program include a land use and vision document, a major update to the countywide transportation plan (the San Francisco Transportation Plan – SFTP) (following a minor/focused update that is underway), a long-term transit study, a freeway and street traffic management study, and an update to the Transportation Element of the San Francisco General Plan. The Transportation Authority is leading the consultant procurement and has released a request for proposals for consultant services available on the Transportation Authority's website, www.sfcta.org. Proposals are due on December 9. We anticipate bringing the contract to the Board for approval in January 2016 and starting the first major round of public outreach in spring 2016. At the December 2, 2015 CAC meeting, agency staff will provide an overview of the Program, its key deliverables and anticipated schedule. We expect to provide updates to and seek input from the CAC on the LRTTP throughout the entire process.

7:25 12. Southeast/Southwest Sector Long Range Transit Planning – INFORMATION

In response to Chair Waddling's request at the September 30, 2015 CAC meeting, agency staff will provide an overview of land developments in the southeast/southwest sector along with the transportation planning efforts underway, and will speak to how they are being coordinated. With significant residential and employment growth anticipated in the southeast and southwest parts of San Francisco, numerous agencies are working on plans and projects to support the anticipated increase in transportation demand. Building off of the work in support of the Bi-County Transportation Study, agencies have been coordinating these efforts to ensure a comprehensive approach, appropriate phasing, and construction efficiencies. Findings and recommendations from these efforts will also provide input to the Long Range Transportation Planning Program (see prior agenda item), feeding into citywide planning documents such as the San Francisco Transportation Plan, which advance policy and help prioritize investments for funding.

7:40 13. Update on Cost Review of Transbay Transit Center and Downtown Extension – INFORMATION* 157

In September, we updated the CAC on the preliminary findings of the Metropolitan Transportation Commission (MTC)-led cost review of the Transbay Transit Center (TTC) project, focusing on Phase 1 of the project, which includes the TTC, bus ramp, and related improvements. In early November, MTC released a presentation (attached) summarizing findings from its cost review of Phase 1 and Phase 2 (Caltrain Downtown Extension), but deferred presentation to the December 9 Programming and Allocation Committee meeting due to time constraints. At the December CAC meeting, we will provide an update on the cost review. Some noteworthy highlights since September include: 1) On November 12, the Transbay Joint Powers Authority (TJPA) Board agreed to accept a proposal from Crescent Heights Development to acquire Parcel F for $165 million, $5 million over the minimum bid. An additional $20 million would be forthcoming if the developer succeeds in acquiring an adjacent parcel, currently under negotiations, and the two parcels can be combined to build a single project. The offer calls for payment in full at close of escrow in February 2016 making the funds available when needed for construction, eliminating the need for TJPA to obtain financing for that amount of funds. The project will provide 35% affordable housing. 2) The MTC-led cost review for Phase 1 resulted in a recommendation to increase the budget by $360 million to a total of $2.26 billion, which provides a confidence level of 70% that the project will be completed within budget. Proceeds from the sale of Parcel F reduced the additional funding need to $195 million. 3) At the November meeting, the TJPA Board amended its by-laws allowing the Board to designate a person or entity, who shall take direction from and report directly to the Board, to oversee all aspects of the design, project, controls, and construction of the Transbay Terminal Project.

7:50 14. Introduction of New Business – INFORMATION

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

7:55 15. Public Comment

8:00 16. Adjournment

* Additional materials

Next Meeting: January 27, 2016

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

The Hearing Room at the Transportation Authority is wheelchair accessible. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Authority at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 6, 7, 9, 9R, 14, 14R, 21, 47, 49, and 90. For more information about MUNI accessible services, call (415) 701-4485.

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

In order to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at all public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the Transportation Authority accommodate these individuals.

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

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

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DRAFT MINUTES

CITIZENS ADVISORY COMMITTEE

Wednesday, October 28, 2015

1. Committee Meeting Call to Order

The meeting was called to order by Chair Chris Waddling at 6:20 p.m. CAC members present were Myla Ablog, Brian Larkin, John Morrison, Jacqualine Sachs, Peter Sachs, and Wells Whitney. Transportation Authority staff members present were Tilly Chang, Erika Cheng, Amber Crabbe, Seon Joo Kim, Anna LaForte, Maria Lombardo and Chad Rathmann.

Chair Waddling called Item 11 before Item 2.

2. Chair's Report – INFORMATION

Chair Waddling reported that he had met with the Mayor's Office and the San Francisco Planning Department regarding the Railyard Alternatives and I-280 Boulevard Feasibility Study and that staff agreed to present to the CAC at its January or February 2016 meeting when new information was expected to be available.

There was no public comment.

Consent Calendar

3. **Approve the Minutes of the September 30, 2015 Meeting – ACTION**
4. **Adopt the Citizens Advisory Committee By-Laws – ACTION**
5. **Adopt a Motion of Support for Acceptance of the Audit Report for the Fiscal Year Ended June 30, 2015 – ACTION**
6. **Internal Accounting and Investment Report for the Three Months Ending September 30, 2015 – INFORMATION**
7. **Citizens Advisory Committee Appointment – INFORMATION**

Chair Waddling motioned to move Item 8 to the Consent Calendar since Myla Ablog no longer needed to abstain from voting on that item. The motion was passed without objection.

There was no public comment on the Consent Calendar.

Wells Whitney moved to approve the Consent Calendar, seconded by Peter Sachs.

The Consent Calendar was approved by the following vote:

Ayes: CAC Members Ablog, Larkin, Morrison, J. Sachs, P. Sachs, Waddling, and Whitney

Absent: CAC Members Larson, Lerma, and Tannen

End of Consent Calendar

8. Adopt a Motion of Support for Approval of a Resolution Authorizing the Executive

Director to Execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements, Cooperative Agreements and any Amendments Thereto Between the Transportation Authority and the California Department of Transportation for Receipt of Federal and State Funds, including an Agreement for the Bay Area Rapid Transit District Travel Smart Rewards Pilot Program, the South of Market Freeway Ramp Intersection Safety Improvement Study, and the Planning, Programming and Monitoring Program – ACTION

9. **Adopt a Motion of Support for the Allocation of $273,868 in Prop K funds and $300,000 in Prop AA funds, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION**

Chad Rathmann, Senior Transportation Planner, presented the item per the staff memorandum.

Myla Ablog asked if the Gough Street Signals Upgrade project would address increased pedestrian traffic as a result of the California Pacific Medical Center (CPMC) development. Ariel Espiritu Santo, Capital Project Manager at the San Francisco Municipal Transportation Agency (SFMTA), responded that impact fees from the CPMC development agreement were being used in the vicinity of the development to mitigate the impacts of the development, but were not being used specifically for the signals project.

John Morrison asked for the background on the decision to eliminate the 29-Sunset Muni route. Anna LaForte, Deputy Director for Policy and Programming, responded that the route had not been eliminated but that it had changed. She added that Transportation Authority staff would resend information on the new 29-Sunset alignment.

Wells Whitney asked if the Gough Street Signals Upgrade project was mainly a pedestrian safety project or if it would improve traffic flow as well. Mr. Rathmann responded that the request included pedestrian improvements and would upgrade the overall signals infrastructure at each intersection. Ms. Espiritu Santo added that the traffic signals at these locations were past their useful lives. Mr. Whitney asked if the project would improve traffic flow. Ms. LaForte responded that the project included larger and more visible vehicular signal indications and overhead mast-arms that would improve visibility.

Peter Sachs asked if pedestrian signals currently being installed at the northwest and northeast corners of Gough and Fell Streets were related to the Gough Street Signals Upgrade project. Ms. LaForte said the pedestrian signals were being upgraded through a separate project, and that the Prop K request would fund larger signal heads and mast-arms.

Jacqualine Sachs asked if any of the locations included in the Gough Street Signals Upgrade project would include exclusive pedestrian phases. Ms. Espiritu Santo responded that she would follow up with an answer.

Chair Waddling asked if any of the four Vision Zero high-injury corridors for cyclists that crossed Gough Street would have bicycle signals and signal activation at those intersections given that inductive loops do not always work for bicycles. Ms. Espiritu Santo responded that those improvements were not part of this scope, but that she would follow up and provide information on prioritization of these types of improvements. Chair Waddling noted his support for providing infrastructure for this improvement to allow for future implementation.

Ms. Sachs asked if the Gough Street Signals Upgrade project included upgrades to the signals at Gough and Sacramento Streets. Ms. Espiritu Santo responded that the referenced location was not included in the project.

Chair Waddling asked for SFMTA staff to provide additional details on the scope of the

Ensuring Transit Service Equity through Community Engagement project, including how community-based organizations would be selected and how SFMTA would be incorporate riders from diverse economic in addition to cultural backgrounds. Sandra Padilla, Project Manager at SFMTA, said that SFMTA had an equity policy which required the agency to perform an equity analysis and adopt findings every two years to inform SFMTA's budget process. Ms. Padilla noted that the subject project had two primary steps, with the first looking at data and Muni service indicators for identified communities, and the second focusing on outreach. She added that the project would focus on the Chinatown, Western Addition, Mission, Bayview, and Excelsior/Outer Mission areas, which were chosen based on household income, minority population, and high portion of auto ownership. Ms. Padilla stated that the analysis would look at key Muni lines serving these neighborhoods and examine data and indicators such as on-time performance and the ratio of trip length to key destinations by Muni versus vehicles. She stated that SFMTA would present the data and findings to these communities and seek feedback on what SFMTA should prioritize for improvements based on experience of the communities as opposed to Muni data. Ms. Padilla commented that the equity working group recommended adding a citywide accessibility lens as well. She noted that some of the outreach methods would include on-board vehicle engagement and intercepting riders at Muni stops to identify the key needs for each community and make recommendations.

There was no public comment.

John Morrison moved to approve the item, seconded by Brian Larkin.

The item was approved by the following vote:

Ayes: CAC Members Ablog, Larkin, Morrison, J. Sachs, P. Sachs, Waddling, and Whitney

Absent: CAC Members Larson, Lerma, and Tannen

10. State and Federal Legislative Update – INFORMATION

Amber Crabbe, Assistant Deputy Director for Policy and Programming, presented the item per the staff memorandum.

Wells Whitney asked if the Transportation Authority had representation in Sacramento, and if so, how he or she was briefed by staff. Ms. Crabbe replied that the Transportation Authority had a contract with a state legislative advocate and that staff worked with him on a weekly and sometimes daily basis to identify bills that relate to the Transportation Authority's legislative program and interests and advocated on the agency's behalf.

Peter Sachs asked how Assembly Bill (AB) 1287 would impact the enforcement of parking violations. Ms. Crabbe responded that forward facing cameras on Muni buses would record when cars were double parked in transit only lanes, but not for all parking violations.

During public comment, Ed Mason cautioned the CAC against AB 61 which related to the use of public transit stops by private shuttles. He said that rather than private shuttles, the city should investigate in a network of express buses. Anna LaForte, Deputy Director for Policy and Programming, stated that staff from the San Francisco Municipal Transportation Agency would present their community shuttle policy report at the December CAC meeting.

Chair Waddling convened a workshop of the CAC at 6:05 p.m. due to a lack of quorum and called Item 11.

11. Potential 2016 Transportation Revenue Measures Poll Results – INFORMATION

Tilly Chang, Executive Director, presented the item using a presentation that was given to the Transportation Authority Board the previous day and that was posted on the agency's website (www.sfcta.org). Ms. Chang paused her presentation at 6:20 p.m. when quorum was obtained and Chair Waddling called the meeting to order and resumed this item.

Peter Sachs asked if the wording of the question regarding improving the management of freeway lanes implied tolling. Ms. Chang confirmed it did, and that it also referred to HOV (high occupancy vehicle lanes) and other improvements that could improve person throughput on the freeways.

Chair Waddling asked if there was any way to tell how voters in other counties felt about a potential BART bond measure at a $4 billion level. Ms. Chang said there was no way to infer that from the San Francisco poll, but she noted that that BART would be doing its next round of polling in early 2016.

Chair Waddling commented that the results from the southeast side of the city were interesting (showing strong support for the revenue measures) and asked if the data could differentiate between different neighborhoods in the sector, such as Potrero Hill and Visitacion Valley. Ms. Chang said the data could be divided into specific neighborhoods, but due to the sample size, it would rapidly lose statistical significance whereas the 5 "regions" shown in the presentation were designed to allow statistically significant analysis given the sample size. .

Peter Sachs asked which proposal would raise more money. Ms. Chang replied that the vehicle license fee would raise approximately $70 million per year and the half-cent sales tax would raise approximately $100 million per year.

Jacqualine Sachs asked when voters would be asked to reauthorize the Proposition K transportation sales tax. Ms. Chang responded that the current expenditure plan would end in 2033. She added that the Transportation Authority was delivering the plan's major commitments and the proposed new revenue measures could capture the city's new and emerging priorities.

During public comment, Ed Mason compared the mode share in a different poll to the results in the Transportation Authority's poll. Ms. Chang clarified that the Transportation Authority poll only included likely voters which were a different subset of San Francisco's overall population. Mr. Mason expressed concern over the many other revenue measures proposed for the ballot in 2016 to generate funding for street trees, schools, and senior facilities. He also noted the importance of being more explicit about what would be funded in an expenditure plan so voters aren't later surprised at what actually is funded.

12. Update on One Bay Area Grant Program Cycle 2 Proposal – INFORMATION

Seon Joo Kim, Senior Transportation Planner for Policy and Programming, presented the item per the staff memorandum.

Brian Larkin asked if the anti-displacement and affordable housing policies were required by the state. Amber Crabbe, Assistant Deputy Director for Policy and Programming, responded that they were not but were being discussed as part of the Plan Bay Area update.

Mr. Larkin asked if the Priority Development Areas for San Francisco stayed the same as Cycle 1 and if the western part of the city was included, especially along the Geary corridor in District 1. Ms. Crabbe responded that they stayed the same and did not include most of the Geary corridor in District 1.

Wells Whitney asked if the One Bay Area Grant funds were new funds that were distributed by the Metropolitan Transportation Commission (MTC). Ms. Crabbe clarified that the funds were

derived not from a new source but through continuation of the federal transportation bill, and while the source of the funds was federal, MTC had the discretion on distribution of the funds.

During public comment, Ed Mason noted the Affordable Housing Bonus program introduced by the San Francisco Board of Supervisors and the ongoing discussion about the potential merger between Association of Bay Area Governments (ABAG) and MTC.

13. Introduction of New Business – INFORMATION

Chair Waddling asked if CAC could receive an update on the Mission Bay Loop, which was planned to help the T-Third light rail run more efficiently, but was on hold due to a court order. Anna LaForte, Deputy Director for Policy and Programming, responded that she would follow up.

Wells Whitney noted that what should be of interest to the Transportation Authority in the current discussion about regional governance between ABAG and MTC was the county transportation agency's relationship to the metropolitan planning organization. Ms. LaForte responded that the Transportation Authority and the San Francisco Planning Department were planning on actively participating in the regional committee that was being formed to discuss this issue.

Jacqualine Sachs shared a San Francisco Examiner article titled "Being Older in a Youthful San Francisco," which described how infrastructure improvements suited for the younger generation were posing difficulty for the aging population. Ms. Sachs also shared a San Francisco Chronicle article titled "$60 million for Transportation in Latest Warriors Arena Plan" and expressed her concern about the arena's potential impact on transportation for hospital-related activities. She asked for an update on the Golden State Warriors project at a future CAC meeting. Ms. Sachs also shared her experience with the bus rapid transit system in Cleveland, Ohio.

During public comment, Ed Mason noted that from a recent presentation on the Golden State Warriors arena plan at a San Francisco Municipal Transportation Agency's (SFMTA's) meeting, the Plan did not reflect the potential Caltrain realignment proposed in the Railyard Alternatives and I-280 Boulevard Feasibility Study. Mr. Mason added that $14 million was proposed to support the events generated by the arena for parking control officers and additional light rail vehicles. He said these funds were generated from the property taxes and should be going to the city's General Fund first to receive proper oversight of its use.

14. Public Comment

There was no public comment.

15. Adjournment

The meeting was adjourned at 7:40 p.m.

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Draft 2016 Transportation Authority Meeting Schedule

Subject to change.

www.sfcta.org/agendas

January

Plans & Programs Committee	Tuesday	Jan. 12	10:00 a.m.
Finance Committee	Tuesday	Jan. 12	11:30 a.m.
Transportation Authority Board	Tuesday	Jan. 26	11:00 a.m.
Citizens Advisory Committee	Wednesday	Jan. 27	6:00 p.m.

February

Plans & Programs Committee	Tuesday	Feb. 9	10:00 a.m.
Finance Committee	Tuesday	Feb. 9	11:30 a.m.
Transportation Authority Board	Tuesday	Feb. 23	11:00 a.m.
Citizens Advisory Committee	Wednesday	Feb. 24	6:00 p.m.

March

Finance Committee	Tuesday	Mar. 8	11:00 a.m.
Plans & Programs Committee	Tuesday	Mar. 15	10:30 a.m.
Transportation Authority Board	Tuesday	Mar. 22	11:00 a.m.
Citizens Advisory Committee	Wednesday	Mar. 23	6:00 p.m.
Vision Zero Committee	TBD	TBD	TBD

April

Finance Committee	Tuesday	Apr. 12	11:00 a.m.
Plans & Programs Committee	Tuesday	Apr. 19	10:30 a.m.
Transportation Authority Board	Tuesday	Apr. 26	11:00 a.m.
Citizens Advisory Committee	Wednesday	Apr. 27	6:00 p.m.

May

Finance Committee	Tuesday	May 10	11:00 a.m.
Plans and Programs Committee	Tuesday	May 17	10:30 a.m.
Transportation Authority Board	Tuesday	May 24	11:00 a.m.
Citizens Advisory Committee	Wednesday	May 25	6:00 p.m.

June

Finance Committee	Tuesday	Jun. 14	11:00 a.m.
Plans & Programs Committee	Tuesday	Jun. 21	10:30 a.m.
Citizens Advisory Committee	Tuesday	Jun. 22	6:00 p.m.
Transportation Authority Board	Tuesday	Jun. 28	11:00 a.m.
Vision Zero Committee	TBD	TBD	TBD

July*

Finance Committee	Tuesday	Jul. 12	11:00 a.m.
Plans & Programs Committee	Tuesday	Jul. 19	10:30 a.m.
Transportation Authority Board	Tuesday	Jul. 26	11:00 a.m.

*There will not be a Citizens Advisory Committee meeting in July due to the Board of Supervisors' August recess.

August

Board of Supervisors Recess from August 3 through September 5 – No Meetings

September

Special Citizens Advisory Committee	Wednesday	Sep. 7	6:00 p.m.
Finance Committee	Tuesday	Sep. 13	11:00 a.m.
Plans & Programs Committee	Tuesday	Sep. 20	10:30 a.m.
Transportation Authority Board	Tuesday	Sep. 27	11:00 a.m.
Citizens Advisory Committee	Wednesday	Sep. 28	6:00 p.m.
Vision Zero Committee	TBD	TBD	TBD

October

Plans & Programs Committee	Tuesday	Oct. 18	10:00 a.m.
Finance Committee	Tuesday	Oct. 18	11:30 a.m.
Transportation Authority Board	Tuesday	Oct. 25	11:00 a.m.
Citizens Advisory Committee	Wednesday	Oct. 26	6:00 p.m.

November

Plans & Programs Committee	Tuesday	Nov. 15	10:00 a.m.
Finance Committee	Tuesday	Nov. 15	11:30 a.m.
Transportation Authority Board	Tuesday	Nov. 29	11:00 a.m.
Vision Zero Committee	TBD	TBD	TBD

December

Plans & Programs Committee	Tuesday	Dec. 6	10:00 a.m.
Finance Committee	Tuesday	Dec. 6	11:30 a.m.
Special Citizens Advisory Committee	Wednesday	Dec. 7	6:00 p.m.
Transportation Authority Board	Tuesday	Dec. 13	11:00 a.m.

Board of Supervisors Recess from December 16 through December 31 – No Meetings

Transportation Authority General Schedule

Citizens Advisory Committee
Meets regularly every 4th Wednesday at 6:00 pm in the SFCTA Hearing Room

Finance Committee
Meets regularly every 2nd Tuesday at 11:00 am in City Hall Room 263

Plans and Programs Committee
Meets regularly every 3rd Tuesday at 10:30 am in City Hall Room 263

Transportation Authority Board
Meets regularly every 4th Tuesday at 11:00 am in City Hall Room 250

Personnel Committee
Meets at the call of the Chair in City Hall

Vision Zero Committee
Established through Resolution 14-58; meets on an ad hoc basis

Treasure Island Mobility Management Agency (TIMMA) General Schedule

Established through Assembly Bill 141

TIMMA Board
Meets on an ad hoc basis in City Hall

TIMMA Committee
Meets on an ad hoc basis in City Hall

San Francisco County Transportation Authority

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Memorandum

Date: 11.24.15

RE: Citizens Advisory Committee
December 2, 2015

To: Citizens Advisory Committee

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

Subject: **ACTION** – Adopt a Motion of Support for the Approval of the 2016 State and Federal Legislative Program

Summary

Every year the Transportation Authority Board adopts a legislative program to guide the agency's transportation advocacy efforts at the state and federal levels. The proposed State and Federal Legislative Program reflects key principles, gathered from our common positions with other local transportation sales tax authorities around the state, the Metropolitan Transportation Commission, as well as our understanding of the most pressing issues facing the region, San Francisco, and our partner agencies that deliver transportation in the city. The proposed program is presented in the form of principles, not specific bills or legislative initiatives, in order to allow staff the necessary flexibility to respond to legislative proposals and specific policy concerns that may arise over the course of the legislative session in Sacramento or Washington. Our 2016 Legislative Program continues many of the themes from the previous legislative sessions and emphasizes issues of stabilizing and protecting existing transportation funds, authorizing new transportation revenues, securing funding for San Francisco projects, advancing high-speed rail investment, supporting allocation of state cap and trade revenues for transportation, promoting Vision Zero safety goals, and aspiring to meet environmental and greenhouse gas reduction goals.

BACKGROUND

The state and federal legislative programs, adopted annually by the Transportation Authority Board, establish a general framework to guide our legislative and funding advocacy efforts at the state and federal levels. The purpose of the legislative program is to establish general policy guidance on state and federal legislative and funding issues in transportation. The proposed 2016 State and Federal Legislative Program reflects key principles, gathered from our common positions with other local transportation sales tax authorities around the state, the Metropolitan Transportation Commission (MTC), as well as our understanding of the most pressing issues facing the region, San Francisco, and our partner agencies delivering transportation projects and service to San Francisco.

Transportation Authority staff and legislative advocacy consultants in Sacramento will use this program to communicate and plan strategy with the Mayor's Office, the San Francisco Municipal Transportation Agency (SFMTA), the City's legislative delegations in Sacramento and Washington D.C., MTC, Bay Area Congestion Management Agency Directors, the Self Help Counties Coalition, and other transportation agencies and advocates.

DISCUSSION

The proposed 2016 State and Federal Legislative Program is presented in the form of principles rather than specific bills or legislative initiatives, in order to allow staff the necessary flexibility to respond to legislative proposals and specific policy concerns that may arise over the course of the session. Throughout the state legislative session, which extends into the early autumn or later if extraordinary sessions are necessary, we will be reporting monthly on the status of bills that are of significance to the Transportation Authority, and developing recommendations for Transportation Authority positions as appropriate.

In 2015 many important fiscal and policy agendas advanced which were consistent with the Transportation Authority's adopted State and Federal Legislative Program. The Federal Government is closer than ever to passing a comprehensive multiple-year transportation bill. While we are encouraged by this progress, it appears there will be little new money available for transit or highway needs, and potentially less than current levels. The House of Representatives version of the bill would provide less funding than the Senate version, with this and other differences between the two versions yet to be worked out in conference. The House bill would create a new discretionary bus program, but both versions of the bill significantly reduce funding for both the Transportation Infrastructure Finance and Innovation Act (TIFIA) program and the Transportation Investment Generating Economic Recovery (TIGER) program which in the past have supported key San Francisco priorities such as the Presidio Parkway. As of November 10, 2015, House and Senate conferees have been named, and a multi-year bill could be enacted by the end of 2015. This would provide some welcome certainty, but still does nothing to address the critical need for an increase in federal transportation revenues.

At the state level, in 2015 the most exciting development was the Legislature coming together in a Special Session on Transportation and Infrastructure to identify how to address the state's growing funding shortfall for maintaining its transportation infrastructure. In particular, for the first time in a decade, Legislators have been discussing proposals to raise new revenues through a combination of sources including fuel tax increases, vehicle charges, and early loan repayments. Other developments include the authorization of regional transportation agencies to develop high-occupancy toll (HOT) lanes through Assembly Bill (AB) 194 (Frazier), an effort we actively supported; expanding local diversion programs for vehicle code violations not involving a motor vehicle from "minors-only" to include violators of all ages; and the City of San Francisco extended its authorization to enforce parking violations in transit lanes using forward-facing cameras on buses. We anticipate that transportation will continue to be a top issue in 2016 for the state Legislature though it isn't clear if the Special Session will result in new revenues or if this will be taken up next regular session.

Our 2016 State and Federal Legislative Program continues many of the themes from the previous legislative sessions and emphasizes issues of stabilizing and protecting existing transportation funds, authorizing new transportation revenues to be put into place at the local or regional level, advancing San Francisco's priority projects and programs, supporting allocation of state cap and trade revenues for transportation, working to meet environmental and greenhouse gas reduction goals, and expanding the use of pricing and other innovative project delivery and financing approaches to accommodate growing transportation system demands in California. It continues to support San Francisco's Vision Zero goals for street safety, with increased emphasis on supporting legislation authorizing the use of cameras for automated speed enforcement which is a top priority for SFMTA. This year we will also be seeking Construction Manager/General Contractor (CM/GC) authorization for the second phase of the I-80/Yerba Buena Island Ramps Improvement project. This project delivery method will allow a general contractor to act as an advisor during the design process, providing input on costs and potentially saving the project money in the long run.

Attachment 1 explains in detail the Transportation Authority's proposed 2016 State and Federal Legislative Program.

ALTERNATIVES

1. Adopt a motion of support for the approval of the 2016 State and Federal Legislative Program, as requested.
2. Adopt a motion of support for the approval of the 2016 State and Federal Legislative Program, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

None. There are no direct impacts on the Transportation Authority's adopted Fiscal Year 2015/16 budget associated with the recommended action.

RECOMMENDATION

Adopt a motion of support for the approval of the 2016 State and Federal Legislative Program.

Attachment:

1. Draft 2016 State and Federal Legislative Program

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
State Legislative Program Elements		
1. Fiscal Year 2016/17 State Budget	Protect transportation funding from diversion to the General Fund or other non-transportation uses	Proposition 22 (2010) enacted substantial protections for transportation funding within the state budget process. However, there are still opportunities for the budget to divert specific transportation fund sources to the General Fund. We will advocate that funds that should be dedicated to transportation projects are not diverted to other state budget priorities. We would also support efforts to recover weight fee revenues for transportation.
	Support efforts to change allocation formulas for state transportation funds to recognize factors other than number of registered vehicles, lane miles, or residential population	Many state formula-based transportation funding programs allocate funds on the basis of resident population, lane miles, or number of registered vehicles. These formulas are often disadvantageous for San Francisco because they fail to account for the demands placed on the city's transportation system by the significant increase in daytime population with in-commuters. We will advocate for the use of factors that better tie transportation funding to the true demands placed on the system, such as daytime population or transit usage.

Area	Recommended Action	Comments
2. Cap and Trade Revenues	Support flexibility and allow local control of programming and allocation of cap and trade revenues and support efforts to dedicate a significant portion of cap and trade revenues to transportation, specifically to regional and local agencies that are implementing sustainable communities strategies	We will advocate that transportation projects are given highest priority in cap and trade revenue distribution and that revenues collected on transportation fuels be dedicated to transportation projects, consistent with the public's association of fuel fees and taxes with transportation improvements. While the general distribution of cap and trade revenue was legally established in 2014, 40% of the revenues will still be subject to annual programming by the Legislature and therefore could be made available for transportation. We will continue to advocate that cap and trade revenues are allocated through a process that is clear, streamlined, flexible, and effective. Specifically, where opportunities exist (e.g. 40% un-earmarked revenues), we will advocate that revenues are distributed by formula to local and regional agencies. We will advocate for San Francisco's priorities for the Transportation Intercity Rail Capital and Affordable Housing Sustainable Communities programs and advocate that revenues allocated to the California High Speed Rail (HSR) project fund San Francisco Early Investment Program priorities such as Caltrain Electrification and the Caltrain Downtown Extension. We will work with the Metropolitan Transportation Commission (MTC) and the Bay Area Quality Management District (Air District) to revise the current definition of Disadvantaged Communities (DACs) that currently is structured in a way that does not align with locally- and regionally- recognized communities of concern). Since a DAC designation provides a significant advantage when seeking cap and trade revenues as well as other state transportation revenues, this would make San Francisco projects more competitive.
3. Transportation Policy Initiatives	Seek Construction Manager/General Contractor (CM/GC) Authority for phase 2 of the Yerba Buena Island Ramps project	The CM/GC project delivery method allows an owner to engage a construction manager during the design process to provide input, and to bid on the project, negotiate a not-to-exceed project cost, and become the general contractor. Currently, however, the method can only be used with state authorization. We will seek authorization to utilize this project delivery method for the second phase of the Yerba Buena Island Ramps project, either by legislation specifically authorizing the Transportation Authority or broader legislation that would provide authorization for other regional and local transportation agencies.

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
	Support San Francisco's Vision Zero policy, including state authorization for automated speed enforcement (ASE)	Vision Zero is San Francisco's policy commitment to eliminate all traffic-related fatalities by 2024. To achieve this safety goal, San Francisco will rely on engineering, education, enforcement, evaluation, and policy to create safe streets for all users, particularly pedestrians and bicyclists. While the state's Active Transportation Program (ATP) funds both infrastructure and non-infrastructure projects such as education, outreach, and enforcement activities, it is a very competitive and administratively burdensome grant program and insufficient to meet the demand for these types of projects. We will work with City agencies and other stakeholders to secure additional state funding, and seek legislative reform to support strategies that may not currently be authorized by state lawsuch as automated speed enforcement ASE). ASE is a safety technique that uses cameras with vehicle speed sensors to snap photos of motor vehicles traveling above a defined threshold. Many jurisdictions across the country utilize ASE technology to deter speeding and improve safety for all road users. The ability to use ASE would provide San Francisco with an important tool to manage motorist speeds, in particular near schools, senior facilities, and known high-speed locations. We will work with SFMTA to advocate for legislation that would authorize ASE, and support related measures for an effective program with appropriate privacy protections. Finally, every year the Legislature considers bills aimed at improving driver behavior and increasing enforcement, in particular around schools and we will continue to support those efforts.
	Support efforts to implement high occupancy toll (HOT) lanes and other transportation demand management (TDM) strategies	HOT lanes are tolled highway lanes that provide free or reduced-cost access for high occupancy vehicles and allow single occupancy vehicles to pay to get out of congested general purpose lanes. Assembly Bill (AB) 194 (Frazier), approved in 2015, extended authorization to implement HOT lanes for Caltrans and regional transportation agencies. We will support new legislation to further expand the ability to use pricing and express lanes to better manage congestion on state highways, in particular authorizing local agencies such as Congestion Management Agencies (CMAs) to plan and implement them. We will support new legislation that promotes HOT lane facilities and other innovative strategies to alleviate freeway congestion and generate revenue to support travel options in the corridor including TDM measures such as cordon pricing, trip capping, and incentives for time-of-day trip shifting.

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
	Support state pilot of a road usage charge	In 2014, Senate Bill (SB) 1077 (DeSaulnier) initiated a state road usage charge pilot, which would design and implement a program where drivers are charged per mile traveled. We will participate as much as possible in the pilot and advocate for a fair and sustainable program that addresses the decreasing real value of the state fuel tax and the equity issues associated with the rising adoption of electric vehicles, whose owners don't pay the fuel tax.
	Monitor legislation and regulations related to Transportation Networking Companies (TNCs)	With the rising popularity of TNCs as a new mode of transportation, the state and locals are considering how to put protections in place for both customers and drivers of these services. We will monitor TNC-related legislation and regulation efforts pertaining to the California Vehicle Code, California Government Code and California Public Utilities Code and coordinate with city and statewide interests. Meanwhile we continue to work with SFMTA on developing a series of white papers to inform a San Francisco policy framework for TNCs.
	Support the use of best practices for coordinating with Caltrans on locally-led projects on the state highway system	Along with the Self-Help Counties Coalition and other CMAs, we will advocate to improve the efficiency and effectiveness of the Caltrans project initiation document (PID) process for local projects on the state highway system; and support the implementation of National Association of City Transportation Officials design guidelines and their integration into Caltrans's Highway Design Manual.
	Support extending the Regional Commuter Benefit Program	MTC and the Air District are sponsoring legislation to extend the authorization of the Regional Commuter Benefit Program, making it a permanent program. The program is applicable to employers of at least 50 full-time Bay Area employees, and as of June 2015 had approximately 3,800 employers registered. A study based on a randomized telephone survey of Bay Area commuters estimated that 44,400 employees switched from driving alone to an alternative commute mode as a direct result of the program. The current bill provisions expire on January 1, 2017.
	Support efforts to implement a mandatory temporary license plate system	New-car buyers currently leave dealerships without license plates, and are consequently able to legally drive for up to 90 days (or longer illegally) without any identification. In addition to public safety concerns over not being able to identify vehicles, temporary tags allow drivers to avoid detection by toll and traffic enforcement cameras. This toll evasion represents a sizeable loss of transportation funds - in the San Francisco Bay Area alone, drivers without plates have cost the region nearly $8 million in bridge tolls, making this one of MTC's highest priority advocacy efforts for 2016. MTC-sponsored AB 516 (Mullin) is a two-year bill that

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
		would require the Department of Motor Vehicles to develop and operational temporary license plate system no later than January 1, 2018. We will support MTC's efforts to mandate the issuance and display of temporary license plates for all new cars purchased in California.
	Support efforts that would allow San Francisco to reform its accessible parking policies	We will support efforts to advance local policy objectives related to improving management of accessible parking to making spaces available to those who need them, consistent with future input and guidance from our Board of Commissioners. We will support efforts to seek changes to state law if necessary.
4. Increase Transportation Funding	Support new revenue measures to increase state transportation funding	In 2015 the legislature called a special session to address ongoing funding shortfalls in transportation, in particular related to highway and local streets and roads state of good repair. We will continue to support efforts to raise additional transportation revenue to address these shortfalls which could include an increase in the gas tax and/or indexing it to inflation, an increase in the vehicle license fee, a new vehicle registration fee or other per-vehicle tax, early loan repayments, and/or a special charge on electric vehicles. We will advocate for any new revenue to provide support for transit and active transportation modes as well as roadway infrastructure.
	Support a constitutional amendment to lower the 2/3 supermajority voter approval requirement for local transportation taxes	In 2015, a two-year bill (Assembly Constitutional Amendment (ACA) 4 (Frazier)) was introduced to reduce the required voter approval for local transportation projects from 66.6% to 55%. We will continue to advocate for lower voter approval thresholds for transportation and oppose unreasonable conditions or restrictions on local control over the use of revenues since the decreasing amount of state and federal funding for transportation make local funding measures even more critical in advancing transportation projects.
	Support state authorization to approve new local and regional revenues for transportation	Support efforts to pursue new revenues for transportation at the local and regional levels to help close the funding shortfalls across all modes of the transportation system, including both capital and operating needs. Possible new local and regional revenue sources could include fuel fees, congestion reduction charges, road pricing, local sales tax cap increases, or other user fees. We will also support MTC's proposal to seek authorization for a Regional Measure 3 bridge toll and work closely with MTC and other stakeholder to support San Francisco's needs in the development of the expenditure plan.

Area	Recommended Action	Comments
	Support the implementation of severance fees on natural resources extraction	California is the only oil-producing state without charging a fee for extracting these and other natural resources. We support the creation of severance fees to ensure that the public receives a lasting benefit from the depletion of non-renewable resources. We will advocate that revenues are distributed by formula to local and regional agencies; allocated through a clear, streamlined, effective and flexible process; and that programming prioritizes public transit, active transportation, low-carbon emissions vehicle programs, and affordable and workforce housing.
	Increase local funding options to replace the loss of redevelopment funding	The dissolution of redevelopment agencies removed a key tool to fund new sustainable development and related transportation improvements in San Francisco. In 2014, SB 628 (Beall) lowered the voter threshold to 55% for enhanced infrastructure financing districts, but that still does not restore what was lost when redevelopment was dissolved. We will support additional efforts to revive the authority of local governments to use tax-increment financing in support of projects consistent with sustainable communities strategies.
	Increase state funding for affordable housing	We will support efforts to establish a new, dedicated state fund source for affordable housing. One possible source could be a real estate transaction charge.
5. Active Transportation Program (ATP) Implementation	Support ATP guidelines that are flexible and allow local control of programming and allocation and that focus on administrative efficiency and performance-based outcomes	The ATP was created by SB 99 and AB 101 to encourage active modes of transportation, including walking and bicycling, and to consolidate several related state grant programs into a single program under the control of the California Transportation Commission (CTC). To date there have been two rounds of ATP programming. Both ATP grant cycles proved to be highly competitive, administratively burdensome, and insufficient to meet the demand for these types of projects. We will continue to advocate for a programming and allocation process that emphasizes flexibility and local/regional control since this approach makes the most sense for bicycle and pedestrian projects which are typically smaller and more localized than the larger projects of statewide significance that the CTC typically considers. We will also support efforts to increase the amount of funding available to support active transportation and safe routes to schools.

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
6. High-Speed Rail (HSR)	Support the implementation of the memorandum of understanding for the HSR Early Investment Strategy for a Blended System on the Peninsula	In Spring 2012, the Transportation Authority, the California HSR Authority (CAHSRA), MTC, and six other local and regional agencies signed a memorandum of understanding (MOU) for the development of a blended HSR and electrified Caltrain system from San Francisco to San Jose on the Peninsula, including a terminus at the Transbay Transit Center. We will continue to work with our partner agencies to advocate that the HSR early investment projects are implemented in a manner consistent with the MOU. As stated above, we will advocate for the State to dedicate cap and trade revenue to the Bay Area segment of the HSR project, including blended service in the Peninsula corridor, and to resolve outstanding legal issues surrounding the overall HSR project.
	Advocate that all HSR early investment projects are fully compatible with bringing service to the Transbay Terminal, northern terminus of California's HSR system	We will work with San Francisco and regional partners and the CAHSRA to advocate that any blended system projects are compatible with and supportive of San Francisco's goals and priorities for land use and transportation developments along the corridor. We will continue to advocate for full funding of the Caltrain Downtown Extension and work with our regional partners to advance the Caltrain Modernization program.
7. Congestion Management and Level of Service	Lead modernization of Congestion Management Program (CMP) regulations	As the CMA for San Francisco, the Transportation Authority is responsible for developing and adopting a CMP on a biennial basis. The CMP, in partnership with the San Francisco Transportation Plan, is a principal policy and technical document that guides our CMA activities and demonstrates conformity with congestion management law. In 2015 several bills were introduced to modify CMP law to modernize it, make it more consistent with the new requirements of SB 743 (see below) and to potentially change the definition and responsibilities of CMAs. We will work closely with the other Bay Area CMAs and legislative sponsors to craft the new regulatory language to ensure it results in a practical and relevant definition of a CMP that recognizes the important role that CMAs play in addressing congestion and increasing mobility across the state.

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Area	Recommended Action	Comments
	Support efforts to implement SB 743's reform of level of service requirements	In 2013 Governor Brown signed SB 743 (Steinberg) into law, a groundbreaking reform to the California Environmental Quality Act (CEQA) aimed at promoting greenhouse gas reduction, development of multimodal transportation networks, and a diversity of land uses. SB 743 reduced the analysis requirements for urban infill projects and allowed alternative traffic impact analysis measures. We and other city staff have been working at the state level for years on this effort and we anticipate these revised guidelines will allow us to put in place new measures that are consistent with San Francisco's transit-first policy and to evaluate the impact of future projects on all users of our transportation system, not just those driving cars. We will continue to work closely with the Governor's Office of Planning and Research, which is preparing guidelines for this reform.

Attachment 1

San Francisco County Transportation Authority – 2016 State and Federal Legislative Program

Federal Legislative Program Elements		
8. Federal Transportation Reauthorization	Advance San Francisco's priorities and increase transportation funding levels in the next federal surface transportation authorization bill	The current federal surface transportation law, Moving Ahead for Progress in the 21st Century (MAP-21), was approved in July 2012 and has been periodically renewed and extended beyond its rolling expiration dates. A reauthorization of the transportation bill has been under discussion for years, and there currently is real momentum in Congress to potentially adopt a new longer-term bill (potentially 3-6 years). We will coordinate with San Francisco project sponsors and the Mayor's Office and be actively involved in shaping current and future efforts through participation in policy development committees at the regional, state, and national levels, particularly through the Transportation Research Board, the American Public Transportation Association and other professional organizations that have proven track records of effectiveness advocating on behalf of transportation improvements. We will also strongly support an increase in the annual funding for transportation in particular with respect to Federal Transit Administration (FTA) programs that support transit state of good repair, core capacity investments, and expansion.
9. Federal Appropriations	Advocate for New Starts and Small Starts funding appropriations for San Francisco projects	Because of the federal government's continued delay in passing a multi-year transportation bill and the continued insolvency of the federal highway trust fund (HTF), there is a risk that federal capital funding, particularly New Starts, dedicated to projects in San Francisco might not be available when needed or expected. We will advocate that Congress approves annual New Starts appropriations consistent with the Full Funding Grant Agreement for the Central Subway and continues to allocate Small Starts funds for the Van Ness Avenue Bus Rapid Transit project as needed to support timely project delivery. We will also work with city and regional partners to identify the next project priorities for future New and Small Starts funding.
	Advocate for full appropriations for federal transportation programs	We will partner with other transportation stakeholders in the Bay Area and nationwide to advocate that Congress appropriates full funding, consistent with amounts detailed in MAP-21 or subsequent federal transportation bill.

10. New Federal Transportation Funding	Advocate for an increase in the 18.4 cent per gallon federal gasoline tax and/or other new fees to close the deficit in the federal Highway Trust Fund	The 18.4 cent per gallon federal gasoline tax has not been increased since 1993 and has lost over a third of its value in the subsequent two decades due to inflation and cost increases. The result has been a growing deficit in the federal HTF, the primary federal source of funding for not only roadway projects but also transit, pedestrian and bicycle projects. We will continue to advocate for increasing the federal gasoline tax or indexing it to inflation as the simplest ways to close the HTF funding deficit and provide critical, ongoing federal support for transportation. We will also support the study of alternate user fees such as road usage charges as future ways to reach a reliable increased level of funding so the federal government is paying its fair share.
	Advocate for federal funds for San Francisco's priority transportation projects	We will actively advocate for federal funding needs of all San Francisco priority transportation projects, consistent with the Prop K Expenditure Plan and San Francisco Transportation Plan priorities. We will work to advance projects like Geary Boulevard Bus Rapid Transit, Better Market Street, and the Caltrain Downtown Extension for future federal funding through the Capital Investment Grant Program (New Starts, Small Starts and Core Capacity Improvements).
	Support increased funding for Vision Zero projects	In 2015, Representatives Blumenauer and Buchanan introduced House Resolution (HR) 1274, the Vision Zero Act of 2015. This bill would have created a grant program for local units of government to develop a Vision Zero plan. We support efforts to increase funding for Vision Zero planning and project implementation.
	Support passage of Marketplace Fairness Act to increase local sales tax revenue	We will support efforts to apply state and local sales tax rates to online purchases to capture the full range of economic activities, bolster local business, and increase collection of the Prop K transportation sales tax and other state transportation sales taxes.
	Support efforts to implement federal carbon pricing	There is a growing consensus that putting a price on carbon pollution has the potential to be the most effective way to fight global warming, and California is already leading the way with its cap and trade program. An effort to price carbon at the federal level has been endorsed by people across the political spectrum, including prominent conservatives and big businesses. We will work to support such efforts and promote transportation investments as part of the recommended expenditure plan.

11. Pre-tax transportation benefits	Support a federal pre-tax fringe benefit for transit expenses at equal levels to the benefit for parking and continue to support the pre-tax benefit for bicyclist commuters	The federal pre-tax transportation benefit has remained consistent or increased for parking expenditures. Benefits for transit expenditures, on the other hand, have traditionally been set at almost half of the benefit for parking though has been periodically bumped up temporarily for short periods of time. We will advocate for a permanent solution that puts transit pre-tax benefits on par with parking benefits.
	Support including bikeshare and shared mobility in the federal pre-tax transit fringe benefit	Bikeshare and shared mobility options help solve "last mile" problems with transit, and provide convenient alternatives to single-occupancy vehicle travel. We will advocate for including pre-tax fringe benefits for these options at similar levels as the current parking benefits.

State and Federal Legislative Program Elements		
12. Pricing, Public-Private Partnerships, Design-Build, and Other Innovative Project Delivery and Financing Approaches	Support legislation authorizing and expanding the use of design-build and public private partnership (P3) project delivery strategies for transportation infrastructure	The costs of building, maintaining, and expanding our infrastructure continues to increase while state and federal fund sources are decreasing and/or suffering from unreliability. New funding and financing methods have become increasingly necessary given high demand for transportation projects – both state of good repair and new capacity to deal with growth – and the poor funding situation. We need a broader toolbox of project delivery and financing options to support more timely and cost effective delivery of projects. Local agencies should also have expanded options to use alternative delivery methods to manage risk and increase local control. We will advocate for further expansion of federal financing programs such as Transportation Infrastructure Finance and Innovation Act (TIFIA) to allow local jurisdictions to advance worthwhile transportation projects, improving mobility and creating jobs.
	Support the use of pricing as a transportation demand management tool to increase person-capacity of roads and highways	

	Coordinate with the regional and state transportation agencies on enabling legislation to reauthorize publicly managed toll facilities	We will coordinate with other stakeholders already working toward such legislation at the state and federal level for application of these methods to transit and roadway projects. This includes current state efforts to develop a Managed Lanes Master Plan and the Bay Area express lane network project underway through MTC. We will also support MTC's proposal to seek authorization to issue bonds backed by federal transit formula funds, in order to expedite construction/delivery of priority transit capital projects.
	Support MTC bonding authorization for federal transportation revenues	
13. Environmental Review	Support legislation to further integrate state and federal environmental impact studies and streamline permitting by state regulatory agencies	While the Transportation Authority has been a leading advocate for new, cleaner transit technologies and the efficient use of transportation alternatives, compliance with both federal and state laws can result in duplicative environmental review processes increasing the cost and length of such projects. We will continue to advocate for more efficient environmental processes (both CEQA and National Environmental Policy Act (NEPA)) that reduce administrative inefficiencies without reducing scope or thoroughness of environmental review, resulting in projects being delivered sooner and at a lower cost.
14. Administration/ General	Oppose legislation and regulations adversely affecting our ability to efficiently and effectively contract for goods and services, conduct business and limit or transfer the risk of liability	General administrative issues arise every session that could affect the Transportation Authority's ability to operate efficiently. This element of the program would seek to protect the Transportation Authority from measures that would harm this ability and to improve the overall administrative efficiency of state and federal programs.
	Advocate for streamlining of individual administrative restrictions when multiple fund sources are used on a single project	

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San Francisco County Transportation Authority

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Memorandum

Date: 11.24.15 *RE:* Citizens Advisory Committee December 2, 2015

To: Citizens Advisory Committee

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

Subject: **ACTION** – Adopt a Motion of Support for Reprogramming $67,265 in One Bay Area Grant Cycle 1 Funds from San Francisco Public Works' ER Taylor Elementary Safe Routes to School Project to the Chinatown Broadway Street Design Project

Summary

In June 2013, the Transportation Authority Board programmed $35 million in One Bay Area Grant (OBAG) Cycle 1 County Program funds to seven projects that were competitively selected, including San Francisco Public Works' (SFPW's) ER Taylor Elementary Safe Routes to School (SR2S) and Chinatown Broadway Street Design projects. ER Taylor SR2S has been recently completed with a remaining balance of $67,265. SFPW requests reprogramming the balance to the Chinatown Broadway project, which has received a higher-than-anticipated bid to its original construction contract advertisement. SFPW plans on re-advertising the contract by the end of this year and awarding it in March 2016.

BACKGROUND

In June 2013, as Congestion Management Agency for San Francisco, the Transportation Authority Board programmed $35 million in One Bay Area Grant (OBAG) Cycle 1 County Program funds to seven projects that were competitively selected, including San Francisco Public Works' (SFPW's) ER Taylor Elementary Safe Routes to School (SR2S) and Chinatown Broadway Street Design projects (see Attachment 1 for the project descriptions and subsequent amendments).

The ER Taylor SR2S project started construction in June 2015 and is now open for use after constructing seven pedestrian bulb outs at the intersection of Bacon and Goettingen Streets near the ER Taylor Elementary School and the Portola branch of the San Francisco Public Library. Led by SFPW and funded with OBAG and Prop K sales tax funds, this is the first OBAG project that has been completed in San Francisco. The bulb outs will increase safety for students and other pedestrians at the busy intersection by shortening the crossing distance, lowering turn speeds, and increasing visibility. This project has a remaining balance of $67,265 in OBAG funds because one bulb out was removed from the project scope due to utility conflicts. These federal funds are available for reprogramming to another OBAG project.

DISCUSSION

The purpose of this memorandum is to seek a motion of support to reprogram the $67,265 in unneeded OBAG funds from SFPW's ER Taylor SR2S to the Chinatown Broadway project, as shown in Attachment 1.

Chinatown Broadway was originally advertised for construction in August 2015, and SFPW had planned to start construction in November. However, SFPW received only one bid that was 30% above the engineer's estimate ($1.4 million more than the advertised $4.5 million) and consequently decided to refine the bid package and re-advertise. To accommodate the rising construction cost, SFPW is separating out some of the scope elements as alternates in the contract bid documents, such as sidewalk waterproofing, part of the irrigation system, trash receptacles, and plaques for alleyway, and San Francisco Public Utilities Commission will be pursuing the water-related scope elements independently. SFPW is also seeking additional funding, including the subject OBAG funds and potentially Prop K sales tax funds and Prop AA vehicle registration fees, to deliver as much of the original scope as possible. SFPW is finalizing the revised contract package this month for the California Department of Transportation to review and anticipates re-advertising it by the end of this year, with the anticipated award date in March 2016. If approved by the Transportation Authority Board, the proposed reprogramming would then be subject to approval by the Metropolitan Transportation Commission.

ALTERNATIVES

1. Adopt a motion of support for reprogramming $67,265 in OBAG Cycle 1 funds from SFPW's ER Taylor SR2S project to the Chinatown Broadway Street Design Project, as requested.
2. Adopt a motion of support for reprogramming $67,265 in OBAG Cycle 1 funds from SFPW's ER Taylor SR2S project to the Chinatown Broadway Street Design Project, as requested, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

There are no direct impacts on the Transportation Authority's Fiscal Year adopted 2015/16 budget associated with the recommended action.

RECOMMENDATION

Adopt a motion of support for reprogramming $67,265 in OBAG Cycle 1 funds from SFPW's ER Taylor SR2S project to the Chinatown Broadway Street Design project.

Attachment:

1. OBAG Cycle 1 Project List

Attachment 1
One Bay Area Grant (OBAG) Cycle 1 Project
List November 2015

Project Name (Sponsor)	Description	Construction Start	Open for Use	Total Project Cost	OBAG Funds as Last Amended	Proposed Change
Chinatown Broadway Street Design (San Francisco Public Works (SFPW))	Design and construct a complete streets project on Broadway from Columbus to the Broadway Tunnel, including bulb-outs, special crosswalk paving, new medians, street trees, bus stop improvements, and repaving. Construction contract was advertised on August 19, 2015, but SFPW received only one bid that was 30% above the engineer's estimate. SFPW is re-advertising in November 2015.	November 2015	October 2016	$7,102,487	$3,410,537	$3,477,802 [1, 3]
ER Taylor Elementary School Safe Routes to School (SFPW)	Design and construct four pedestrian bulb outs at the intersection of Bacon and Gottingen near ER Taylor Elementary School to improve pedestrian safety. The project is open for use.	June 2015	November 2015	$604,573	$519,631	$452,366 [3]
Longfellow Elementary School Safe Routes to School (SFPW)	Design and construct pedestrian safety improvements at the intersections of Mission & Whittier, Mission & Whipple, and Mission & Lowell near Longfellow Elementary School. Construction contract was advertised on July 10, 2015.	October 2015	June 2016	$852,855	$670,307	$670,307
Mansell Corridor Improvement (San Francisco Municipal Transportation Agency (SFMTA))	Design and construct of a complete streets project on Mansell Street from Visitacion Avenue to Brazil Street including reduction in number of vehicular lanes and creating a multiuse path for pedestrians and bicyclists. Construction contract was advertised on June 25, 2015.	November 2015	September 2016	$6,807,348	$1,762,239	$1,762,239
Masonic Avenue Complete Streets (SFMTA)	Construct complete streets improvements on Masonic Avenue from Fell to Geary, including reallocation of space to calm traffic, dedicated bicycle space (raised cycle track), and pedestrian enhancements. Construction contract advertisement is scheduled for December 12, 2015.	June 2016	December 2017	$22,785,900	$0	$0 [2]
Second Street Streetscape Improvement (SFPW)	Design and construct of a complete streets project on Second Street from Market to Townsend, including pedestrian safety improvements, a buffered cycle track, landscaping, and repaving. EIR was certified on August 13, 2015.	September 2016	May 2017	$13,378,174	$10,515,746	$10,515,746
Transbay Transit Center Bike and Pedestrian Improvements (Transbay Joint Powers Authority)	Construct pedestrian and bicycle projects associated with the Transbay Transit Center, including a pedestrian walkway, sidewalks, path-finding signage, real time passenger information, bike racks and channels, pedestrian lighting, and public art. OBAG work will be implemented as part of various construction contracts for the Transbay Transit Center project.	July 2015	December 2017	$11,480,440	$6,000,000	$6,000,000
Light Rail Vehicle (LRV) Procurement (SFMTA)	Purchase 175 replacement LRVs and 25 expansion LRVs to help meet projected vehicle needs through 2020, including for the Central Subway. The first new LRV is expected to roll out by the end of 2016.	September 2014 (procurement)	Through 2020	$175,000,000	$10,227,540	$10,227,540 [2]
Lombard Street US-101 Corridor Improvement	Design and construct safety improvements along Lombard Street between Van Ness Avenue and Richardson Avenue, including curb extensions (pedestrian and transit bulb-outs), daylighting at intersections, signal timing improvements, advance stop bars and high visibility curb crosswalks. SFPW and SFMTA are committed to delivering this project prior to a Caltrans paving project in 2018.	January 2017	March 2018	$17,465,000	$1,910,000	$1,910,000 [1]
				Total OBAG:	**$35,016,000**	**$35,016,000**

Attachment 1
One Bay Area Grant (OBAG) Cycle 1 Project
List November 2015

[1] $1.91 million in OBAG funds were swapped with SFMTA local revenue bond funds because the OBAG funds were unavailable when needed. In October 2015, the Transportation Authority Board reprogrammed the OBAG funds to SFPW's Lombard Street US-101 Corridor Improvement via 2016 Regional Transportation Improvement Program, as requested by SFMTA and SFPW.

[2] In order to minimize risk of losing federal funds due to project delays, in February 2015, the Transportation Authority Board reprogrammed $10,227,540 in OBAG funds from SFMTA's Masonic Avenue project to the LRV Procurement project, with the condition that SFMTA continue to follow OBAG reporting requirements for the Masonic Avenue project. See the Plans and Programs Committee memo (February 3, 2015) and Resolution 15-42 for more detail.

[3] [Pending Transportation Authority Board's approval on December 15, 2015] SFPW requests reprogramming the remaining OBAG funds ($67,265) from the recently completed ER Taylor SR2S to Chinatown Broadway, which has received a higher-than-anticipated bid to its original construction contract advertisement.

San Francisco County Transportation Authority

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Memorandum

Date: 11.24.15

RE: Citizens Advisory Committee
December 2, 2015

To: Citizens Advisory Committee

From: Anna LaForte – Deputy Director for Policy and Programming

Subject: **ACTION** – Adopt a Motion of Support for the Allocation of $638,477 in Prop K Funds, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedule

Summary

As summarized in Attachments 1 and 2, we have two requests totaling $638,477 in Prop K sales tax funds to present to the Citizens Advisory Committee. The San Francisco Municipal Transportation Agency has requested $516,000 to upgrade traffic signals at five intersections along the Upper Polk corridor as part of the Polk streetscape and paving project. San Francisco Public Works has requested $122,477 to supplement previously allocated Prop K sales tax funds for the construction phase of pedestrian safety improvements on Sloat Boulevard at Everglade Drive and 23rd Avenue. Project costs have increased due to added Caltrans design requirements and higher than anticipated contract bids.

BACKGROUND

We have two requests totaling $638,477 in Prop K sales tax funds to present to the Citizens Advisory Committee (CAC) at the December 2, 2015 meeting, for potential Board approval on December 15, 2015. As shown in Attachment 1, the requests come from the following Prop K categories:

- Signals & Signs
- Traffic Calming

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

DISCUSSION

The purpose of this memorandum is to present two Prop K requests totaling $638,477 to the CAC, and to seek a motion of support to allocate the funds as requested. Attachment 1 summarizes the requests, including information on proposed leveraging (i.e. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 provides a brief description of each project. A detailed scope, schedule, budget and funding plan for each project is included in the attached Allocation Request Forms.

Staff Recommendation: Attachment 3 summarizes the staff recommendations for the requests. Transportation Authority and project sponsor staff will attend the CAC meeting to provide a brief presentation on the specific requests and to respond to any questions that the CAC may have.

ALTERNATIVES

1. Adopt a motion of support for the allocation of $638,477 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules, as requested.
2. Adopt a motion of support for the allocation of $638,477 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

This action would allocate $638,477 in Fiscal Year (FY) 2015/16 Prop K sales tax funds, with conditions, for two requests. The allocations would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Forms.

Attachment 4, Prop K Allocation Summaries - FY 2015/16, shows the total approved FY 2015/16 allocations to date for both programs, with associated annual cash flow commitments as well as the recommended allocations and cash flows that are the subject of this memorandum.

Sufficient funds are included in the adopted FY 2015/16 budget to accommodate the recommended actions. Furthermore, sufficient funds will be included in future fiscal year budgets to cover the recommended cash flow distribution for those respective fiscal years.

RECOMMENDATION

Adopt a motion of support for the allocation of $638,477 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules.

Attachments (5):

1. Summary of Applications Received
2. Project Descriptions
3. Staff Recommendations
4. Prop K 2015/16 Fiscal Year Cash Flow Distribution – Summary
5. Prop K/AA Allocation Request Forms (2)

Attachment 1: Summary of Applications Received

				Prop K Cash Flow (hide for printing)					Prop K Leveraging			
Source	EP Line No./ Category [1]	Project Sponsor [2]	Project Name	Current Prop K Request	Prop K 2015/16	Prop K 2016/17	Prop K 2017/18	Total Cost for Requested Phase(s)	Expected Leveraging by EP Line [3]	Actual Leveraging by Project Phase(s) [4]	Phase(s) Requested	District
Prop K	33	SFMTA	Polk Streetscape Signal Modifications	$516,000		$ 387,000	$ 129,000	$ 516,000	41%	0%	Construction	3, 6
Prop K	38	SFPW	Sloat Boulevard Pedestrian Improvements	$122,477	$ 50,000	$72,477		$ 654,517	51%	59%	Construction	4, 7
			TOTAL	**$ 638,477**	**$ 50,000**	**$ 459,477**	**$ 129,000**	**$ 1,170,517**	**47%**	**33%**		

Footnotes

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

[2] Acronyms: SFMTA (San Francisco Municipal Transportation Agency); SFPW (San Francisco Public Works).

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

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

Attachment 2: Brief Project Descriptions [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
33	SFMTA	Polk Streetscape Signal Modifications	$ 516,000	$ -	Requested funds will be used to upgrade signals at McAllister, Sutter, Pine, Bay and North Point Streets with accessible (audible) pedestrian signals, new poles and higher visibility traffic signals. Pedestrian countdown signals have already been installed at these locations. The signal upgrades will likely be constructed as part of the Polk streetscape and paving construction contract, which includes pedestrian safety, transit, bicycle, and aesthetic improvements for the Upper Polk corridor between Union and McAllister Streets, a 20 block stretch of 1.3 miles on the Vision Zero High Injury Network. Construction is scheduled for July 2016 through December 2017.
38	SFPW	Sloat Boulevard Pedestrian Improvements	$ 122,477	$ -	Funds will supplement $146,825 in Prop K funds allocated in January 2014 (Resolution 2014-048) for construction of pedestrian safety improvements along Sloat Boulevard at Everglade Drive and 23rd Avenue, leveraging $359,200 in federal Highway Safety Improvement Program (HSIP) grant funds. Proposed improvements include flashing beacons, bulbouts, curb ramps and median improvements. Project costs have increased due to added Caltrans design requirements and because the construction contract bids came in above the engineer's estimate. The project was originally bid in December 2014, but the low-bid contractor backed out of the project in June 2015 following contract award due to financial hardship, forcing SFPW to rebid the project. Design has been completed and construction will begin in December 2015. The project will be open for use in early spring 2016.
		TOTAL	**$ 638,477**	**$ -**	

[1] See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations [1]

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Prop AA Funds Recommended	Recommendation
33	SFMTA	Polk Streetscape Signal Modifications	$ 516,000	$ -	
38	SFPW	Sloat Boulevard Pedestrian Improvements	$ 122,477	$ -	**5-Year Prioritization Program (5YPP) Amendment**: The recommended allocation requires a concurrent amendment to the Traffic Calming 5YPP to re-program $122,477 from the Traffic Calming Implementation (Prior Areawide Plans) project to the subject project. At the CAC meeting, SFMTA staff will be prepared to speak to the current status of the traffic calming backlog and any impact that the proposed 5YPP amendment will have on implementing this portion of the traffic calming program. The recommended allocation is also contingent upon the Transportation Authority Board's approval of a **waiver to Prop K Strategic Plan policies** to allow SFPW to use Prop K funds for a contract that has already been awarded.
		TOTAL	**$ 638,477**	**$ -**	

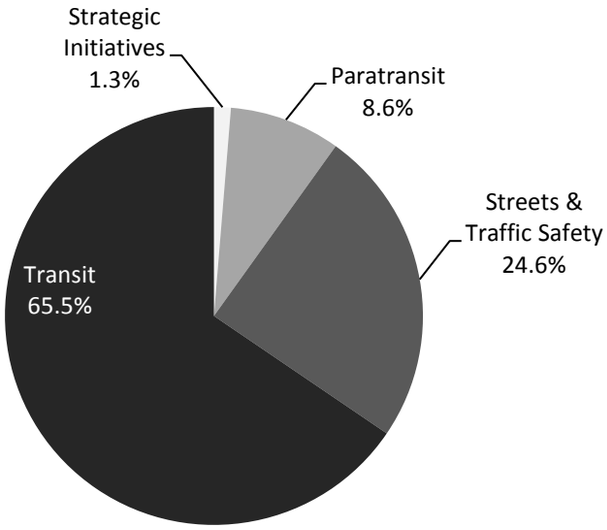
[1] See Attachment 1 for footnotes.

Attachment 4.
Prop K/ Prop AA Allocation Summaries - FY 2015/16

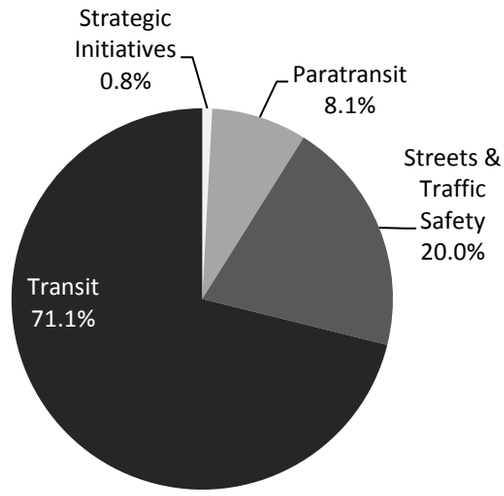
PROP K SALES TAX		CASH FLOW				
	Total	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	2019/20
Prior Allocations	$ 128,111,640	$ 95,713,430	$ 31,150,734	$ 1,198,048	$ 49,428	$ -
Current Request(s)	$ 638,477	$ 50,000	$ 459,477	$ 129,000	$ -	$ -
New Total Allocations	$ 128,750,117	$ 95,763,430	$ 31,610,211	$ 1,327,048	$ 49,428	$ -

The above table shows maximum annual cash flow for all FY 2015/16 allocations approved to date, along with the current recommended

Investment Commitments, per Prop K Expenditure Plan



Prop K Investments To Date



Attachment 5

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

FY of Allocation Action:	2015/16
Project Name:	Polk Streetscape Signal Modifications
Implementing Agency:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K EP Project/Program:	a. Signals and Signs		
Prop K EP Line Number (Primary):	33	**Current Prop K Request:**	$ 516,000
Prop K Other EP Line Numbers:			
Prop AA Category:			
		Current Prop AA Request:	
		Supervisorial District(s):	3, 6

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.

See the attached pages for scope details.

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

Scope

The San Francisco Municipal Transportation Agency (SFMTA) is requesting $516,000 in Prop K funds for the construction of signal modifications at select intersections on the Polk Street corridor. A total of 5 intersections overall will be modified.

The signal modifications will install new, larger vehicle signals, signal poles and foundations to improve signal visibility as well as new conduits, wiring, and signal controllers as necessary at five intersections along the Polk Street corridor. These intersections include Bay, McAllister, North Point, Pine, and Sutter streets. In addition the project will install accessible pedestrian signals (APS) at three of these locations: Pine, Bay and North Point streets. The full project scope includes installation of:

- New larger vehicular signal heads (Bay, McAllister, North Point, Pine, and Sutter streets)
- New signal poles (McAllister, North Point, Pine, and Sutter streets)
- New mast-arm poles (Bay Street)
- New signal controller (Bay and North Point streets)
- New conduits, wiring, and pull boxes (Sutter Street)
- New APS pushbuttons (Bay, North Point, and Pine streets)
- New Americans with Disabilities Act (ADA) compliant curb ramps where necessary due to excavation for signal work
- Repair of any existing curb ramps damaged by construction

Coordination:

The SFMTA intends to implement the subject scope as part of the Polk Streetscape project (2126J). Funded by the 2011 General Obligation bond, the larger Polk Streetscape project will implement pedestrian safety, transit, bicycle and aesthetic improvements to the Upper Polk corridor between Union and McAllister Streets, a 20 block stretch of 1.3 miles. The scope of the overall project includes improvements such as bike lanes, high visibility crosswalks, sidewalk and bus bulbouts, street lighting upgrades, landscaping, improved signal timing, bicycle signals with turn signals at four intersections, and turn signals only at three additional intersections.

The five intersections in the subject request were not included in the original scope of the streetscape project. Neither were they included in SFMTA's Polk Street Signal Upgrade project (2568J - federally funded with Prop K matching funds (Project 133.907043)), as they already have pedestrian countdown signals. The Polk Street Signal Upgrade project (2568J) is currently in the award process and is anticipated to begin construction in March 2016, ahead of the streetscape project.

Construction of the streetscape project has been coordinated with the Polk Street repaving project, scheduled for July 2016 through December 2017. Both projects will be constructed under the same contract (2126J). The intent is to have the five intersections in this subject request be added to the scope of the streetscape project (2126J) for construction.

By the end of both the Polk Street Signal Upgrade project (2568J) and the Polk Streetscape project (2126J), all signalized intersections along the Polk Street corridor will have both pedestrian countdown signals (PCS) and accessible (audible) pedestrian signals (APS), as well as the new standard 12-inch vehicle signal heads.

Implementation:

SFMTA's Sustainable Streets Division has been managing the scope of the detailed design. SFDPW's Infrastructure Design and Construction (IDC) division will manage the issuance and administration of the contract for construction by competitively bid contract.

Task	Force Account Work Performed By
• Design	SFMTA Sustainable Streets Division
• Electrical Design	SFDPW- Infrastructure Design and Construction
• Construction Management	SFDPW Infrastructure Construction Management
• Contract Support	SFDPW Bureau of Engineering
• Construction Support	SFMTA Sustainable Streets Division

Project Benefits:

The scope included here will modify intersections passed over by both the Polk Signal Upgrade project and the signal scope already included in the Polk Streetscape project. The signals will be modified to bring them into alignment with current design standards with the added benefit of achieving consistency in design along the entire Polk Street corridor.

Polk Street is on the Vision Zero Vehicle, Bicycle, and Pedestrian High Injury Network on the stretch between Market and California streets. The segment of Polk Street between California and Vallejo streets is also a Bicycle High Injury Network segment.

Larger vehicular signal heads and properly positioned signal poles will be added to improve the visibility of the signals which is critical given the wide variety of modes present on this busy commercial corridor. At Bay, a wide, multi-lane street, the addition of mast-arms will help ensure that drivers have full visibility of the signals.

At 3 intersections on Polk Street APS features will be installed on all the corners to help the visually impaired receive the pedestrian indications and take full advantage of the early walk pedestrian interval present at the majority of intersections along the corridor. The APS features planned for five intersections as part of this request will complement the APS features planned for installation at all other signalized intersections on the Polk Street Corridor.

Table 1. Scope Summary

I/S # S to N	Intersection	Project Scope			APS	VZ*
		New 12" Signals	New Signal Poles	Other Scope		
1	McAllister	Existing	Yes		Existing	Yes
2	Sutter	Yes	Yes	New Conduit & Wiring	Existing	Yes
3	Pine	Yes	Yes		Yes	Yes
4	Bay	Yes	Yes, including new mast-arm poles	New Controller	Yes	
5	North Point	Yes	Yes	New Controller	Yes	

***** These locations are on the Vision Zero Vehicle, Bicycle, and Pedestrian High Injury Corridors

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

FY 2015/16

Project Name: Polk Streetscape Signal Modifications

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : Categorically Exempt

Status: N/A

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)	4	FY 2014/15	2	FY 2015/16
Prepare Bid Documents				
Advertise Construction	3	FY 2015/16	4	FY 2015/16
Start Construction (e.g., Award Contract)	1	FY 2016/17		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			2	FY 2017/18
Project Closeout (i.e., final expenses incurred)			4	FY 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.

Phase	Date
Advertise for Construction	January 2016
Construction Begins	July 2016
Open for Use	December 2017

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

FY 2015/16

Project Name: Polk Streetscape Signal Modifications

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				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction	Yes	$ 516,000	$ 516,000	
Procurement (e.g. rolling stock)				
		$516,000	$516,000	$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)	$ 50,000	SFMTA actual + cost to finish
R/W Activities/Acquisition		
Construction	$ 516,000	SFMTA estimate based on similar projects
Procurement (e.g. rolling stock)		
Total:	**$ 566,000**	

% Complete of Design: 95 as of 10/2/2015

Expected Useful Life: 30 Years

San Francisco County Transportation Authority
Proposition K Sales Tax Program 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.

Polk Streetscape Signal Modifications

	Description	Cost	% of Contract Cost	Performed by
	CONSTRUCTION PHASE			
1	Contract Cost	$285,000		Contractor
2	Contingency	$42,750	15%	N/A
3	Controllers	$40,000		Procurement of Controllers
4	APS	$30,000		Procurement of APS
5	Contract Prep & SFDPW Eng Support	$11,255	4%	DPW (Bureau of Engineering)
6	Construction Engineering/Inspection	$39,862	14%	DPW (Bureau of Contstruction Management)
7a	Public Affairs	$2,850	1%	DPW (Bureau of Contstruction Management)
7b	Material Testing	$14,250	5%	DPW (Bureau of Contstruction Management)
7c	Wage Check	$5,700	2%	DPW (Bureau of Contstruction Management)
8	Construction Support	$43,044	15%	SFMTA Eng & Shops
9	City Attorny Review fee $250/hr x 2 hours	$500		
	Construction Phase Subtotal	$515,211		
	Rounded to	$516,000		
	TOTAL COST OF ALL PHASES	**$516,000**		

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

FY 2015/16

Project Name: Polk Streetscape Signal Modifications

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$516,000	
5-Year Prioritization Program Amount:	$15,158,457	(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		$516,000		$516,000
				$0
				$0
				$0
				$0
				$0
Total:	$0	$516,000	$0	$516,000

Actual Prop K Leveraging - This Phase:	0.00%	$516,000 Total from Cost worksheet
Expected Prop K Leveraging per Expenditure Plan	41.47%	

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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**

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		$516,000		$516,000
SFMTA Funds			$50,000	$50,000
				$0
				$0
				$0
				$0
Total:	$0	$516,000	$50,000	$ 566,000

Actual Prop K Leveraging - Entire Project:	8.83%	$ 566,000
Expected Prop K Leveraging per Expenditure Plan:	41.47%	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:	$516,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	$129,000	25.00%	$387,000
FY 2016/17	$258,000	50.00%	$129,000
FY 2017/18	$129,000	25.00%	$0
		0.00%	$0
		0.00%	$0
Total:	**$516,000**		

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: 10/29/2015 Resolution. No. Res. Date:

Project Name: Polk Streetscape Signal Modifications

Implementing Agency: San Francisco Municipal Transportation Agency

Funding Recommended:		**Amount**	**Phase:**
	Prop K Allocation	$516,000	Construction
	Total:	**$516,000**	

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 33	FY 2016/17	$387,000	75.00%	$129,000
Prop K EP 33	FY 2017/18	$129,000	25.00%	$0
			0.00%	$0
			0.00%	$0
			0.00%	$0
	Total:	**$516,000**	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 33	FY 2016/17	Construction	$387,000	75%	$129,000
Prop K EP 33	FY 2017/18	Construction	$129,000	100%	$0
				100%	$0
				100%	$0
				100%	$0
		Total:	**$516,000**		

Prop K/Prop AA Fund Expiration Date: 12/31/2018 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:	10/29/2015	Resolution. No.		Res. Date:	

Project Name: Polk Streetscape Signal Modifications

Implementing Agency: San Francisco Municipal Transportation Agency

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Upon project completion, provide 2-3 digital photos of completed project.
2.
3.

Special Conditions:

1. SFMTA may not incur expenses for the construction phase until Transportation Authority staff releases the funds ($516,000) pending receipt of evidence of completion of design (e.g. copy of certifications page).
2. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
3.

Notes:

1.
2.

Supervisorial District(s): 3, 6

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

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

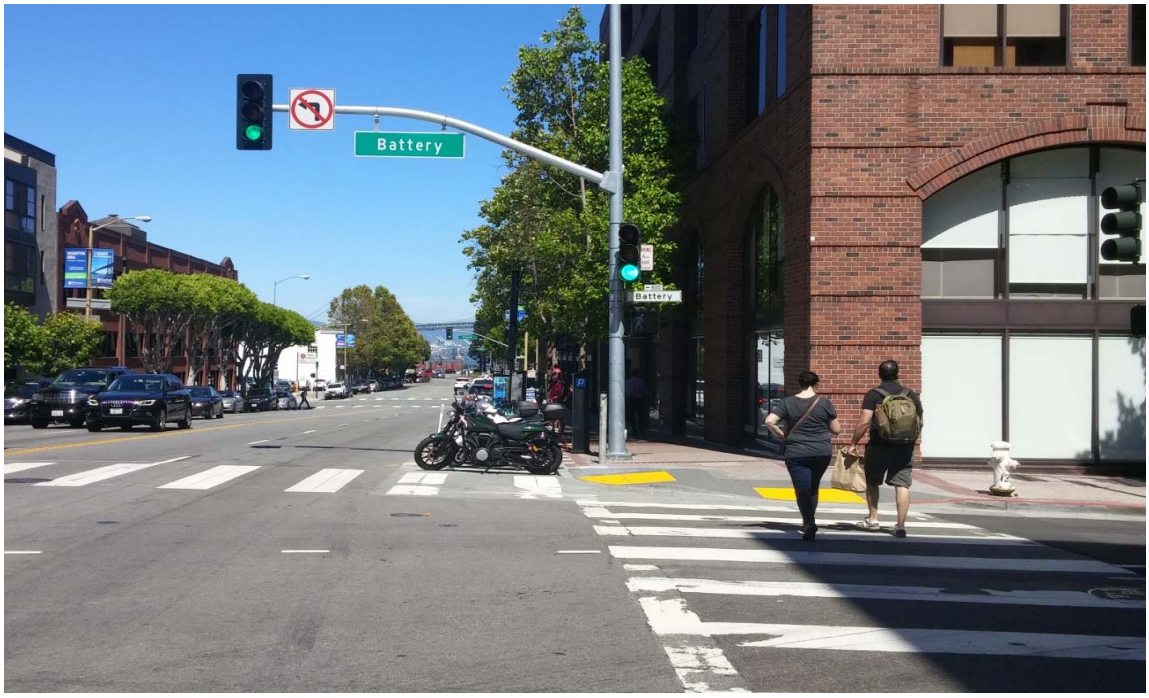
SFCTA Project Reviewer: P&PD **Project # from SGA:**

MAPS AND DRAWINGS

Polk Streetscape Signal Modifications

Traffic Controller

Accessible Pedestrian Signals



Mast-Arm

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

FY of Allocation Action:	2015/16	**Current Prop K Request:**	$ 516,000
		Current Prop AA Request:	$ -
Project Name:	Polk Streetscape Signal Modifications		
Implementing Agency:	San Francisco Municipal Transportation Agency		

	Project Manager	**Grants Section Contact**
Name (typed):	Manito Velasco	Joel Goldberg
Title:	Engineer	Mgr, Grants Procurement & Management
Phone:	415.701.4447	415.701.4499
Fax:		
Email:	manito.velasco@sfmta.com	joel.goldberg@sfmta.com
Address:	1 SVN, 7th Fl, SF, CA 94103	1 SVN, 8th Fl, SF, CA 94103
Signature:		
Date:		

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

FY of Allocation Action:	2015/16
Project Name:	Sloat Boulevard Pedestrian Improvements
Implementing Agency:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP Project/Program:	a. Traffic Calming		
Prop K EP Line Number (Primary):	38	**Current Prop K Request:**	$ 122,477
Prop K Other EP Line Numbers:			
Prop AA Category:			
		Current Prop AA Request:	$ -
		Supervisorial District(s):	4, 7

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.

See following page.

October 2015 status update:

This Prop K request for $122,477 will supplement the $146,825 allocated in January 2014 (Resolution 2014-048) and serve as additional local match to $496,000 in federal HSIP (Highway Safety Improvement Program) grant funds for the construction engineering and construction phases of the project.

The project submitted a request for the E-76 for construction on 5/8/2014. Caltrans reviewed the construction documents two times and Public Works provided revisions. On the final round of reviews, Caltrans decided that they wanted to use Caltrans ADA design guidelines, not the CCSF design guidelines. Public Works and Caltrans met on 7/11/2014 to discuss. **The entire project was redesigned per Caltrans-required ADA design guidelines.**

The E-76 was submitted a second time on 10/22/2014. The project was bid in December 2014 and the low bidder awarded the project on 5/15/2015. **The low bidder backed out of the project** due to financial hardship and the award was rescinded in June 2015. **The project was rebid** in August 2015 with an award on 9/14/2015. As of late October, the contract is being signed. An NTP date is expected very soon.

The other local funds intended for use on the construction phase were needed to cover the additional design costs. Additionally, bids came in slightly above our engineer's estimate. As a result, we are seeking additional Prop K funds to make the project whole.

Project Summary

The project will implement pedestrian safety improvements at two intersections along **Sloat Boulevard** (State Highway 35) at **Everglade Drive and 23rd Avenue**. When the Transportation Authority Board allocated $33,552 in Prop K funds in March 2013 for the environmental and design phases, the project included a third intersection (Sloat and Forest View). An accident occurred at Sloat Boulevard and Vale Avenue near Forest View Drive in March 2013 and resulted in the death of a Lowell High School student. Pedestrian improvements for this intersection were expedited, and installation was completed in September 2013. This Prop K request is for construction of the remaining two intersections.

Project Background

Safety issues on Sloat Boulevard were identified through review of collision patterns and stakeholder concerns. Safety along Sloat Boulevard is a particularly challenging issue as the road is a State Highway (CA 35) yet also operates as a residential street. City studies and reports repeatedly indicate that Sloat Boulevard poses a disproportionate risk for severe and fatal collisions. The San Francisco Municipal Transportation Agency's (SFMTA's) Annual Collision Reports from 4/1/06 thru 3/31/11 showed the following data for the two intersections along Sloat Boulevard:

	Total number of Collisions	Total number of Person Injured	Total number of Persons Killed:
Sloat and Everglade Drive / Constanso:	5	4	0
Sloat and 23rd Avenue:	3	3	1

Sloat has a number of significant factors associated with pedestrian injury risk: population density from the adjacent residential neighborhoods, employment density from Lakeshore Plaza Shopping Center, and frequency of Muni transit service near the project intersections. These have been identified as factors contributing to higher pedestrian volumes according to the San Francisco Pedestrian Volume Model, which was a joint SFMTA/SFCTA project to estimate the number of pedestrians crossing at intersections and analyze pedestrian crossing risk (injuries per pedestrian). Department of Public Health research has shown that such factors are associated with higher risk. The project intersections along Sloat Boulevard also have elevated crossing risk factors including unsignalized intersections, locations along a multi-lane arterial, and locations near a school (Lowell High School). Lastly, the City is concerned about pedestrian crossings at uncontrolled intersections along wide, higher speed arterials like those found on Sloat Boulevard as explicitly expressed in the Better Streets Plan and the SFMTA's crosswalk guidelines.

In addition to these systematic reviews, both citizens in the community and elected officials representing the area near Sloat Boulevard have been vocal in their requests for safety improvements. About 12 years ago, for example, the SFMTA received three separate citizen requests for improvements to the Sloat Boulevard/Forest View Drive intersection. Neighbors near other Sloat intersections have also sent requests. They cited many reasons for their concern, including the corridor's proximity to Lowell High School and the 323-Monterey Muni bus line. In 2010, Supervisor Carmen Chu, who then represented District 4 where these intersections are located, requested that Caltrans undertake measures to improve pedestrian safety along Sloat Boulevard, particularly between 19th and 34th Avenues. Her office received a great deal of correspondence from residents expressing deep concern for the safety of pedestrians crossing Sloat Boulevard in this area.

Community concerns for safety are the result of more than sixty collisions, resulting in two accidents with fatalities, which have occurred along the corridor in the past five years. More specifically, the intersections of Sloat Boulevard at Everglade Drive, Forest View Drive, and 23rd Avenue are of concern due to their collision history, proximity to important destinations such as Lowell High School and Lakeshore Plaza (a shopping center), and sustained concern from residents. The two fatalities in the last five years occurred at 23rd Avenue and at Forest View Drive. At Everglade Drive, five collisions occurred within this period.

Further recognition of the need for safety improvements to Sloat Boulevard comes from the Caltrans road diet and restriping project, completed in January 2012, which reduced the through lanes from six lanes to four and added bicycle lanes in each direction from Everglade Drive to 19th Avenue. This project demonstrates Caltrans's explicit interest in non-motorized road safety along this corridor. While speed limit was reduced from 40 to 35 mph, the effect has been to reduce travel speeds by only two to three mph, and thus there is a need for stronger measures. Also, Caltrans's recent bicycle lane improvements will go a long way towards improving bicyclist safety on Sloat Boulevard. However, concerns remain regarding pedestrian and motorist safety along this east-west arterial. Residents are united in their concern over motorist speed and pedestrian visibility.

In a May 2012 letter, San Francisco Mayor Edwin Lee supported requests to Caltrans for additional pedestrian-specific safety measures in this area. His requests encompassed each of these three locations – at 23rd Avenue, Forest View Drive, and Everglade Drive - and recommended a wide array of strategies including the installation of flashing beacons and other pedestrian visibility measures at these unsignalized intersections.

In sum, there is a strong desire within DPW, the SFMTA, the Board of Supervisors, and the Mayor's Office to make these important safety improvements that will benefit both pedestrians and other road users.

Importantly, these efforts have strong and sustained community support, and improvements to the street are supported by two citywide policy documents: the Better Streets Plan and the SFMTA's crosswalk guidelines. Both enhanced pedestrian crossing treatments and flashing beacons are also supported by Caltrans.

Project Scope

This project will construct flashing beacons, bulbouts, curb ramps and median improvements at the unsignalized intersections on Sloat Boulevard at Everglade Drive and 23rd Avenue. Bulbouts, curb ramps and median improvements will be located on Sloat Boulevard at Everglade Drive. Flashing beacons will be located on Sloat Boulevard at 23rd Avenue. Bulbouts and curb ramp reconstruction also trigger the need for sidewalk reconstruction in the area of the ramps. The scope elements for the two intersections have increased to address ADA requirements and provide additional pedestrian safety. The improvements at Sloat Boulevard and Everglade Drive include two additional bulb-outs and an extension to the western median to decrease the amount of time pedestrians are exposed to traffic and two additional curb ramps at Constanso Way to meet ADA requirements. The flashing pedestrian beacons on Sloat Boulevard at 23rd Avenue have been upgraded to hybrid pedestrian beacons (HAWK) at the suggestion of Caltrans and a new bulb-outs and an extension to the eastern median will be provided to decrease the amount of time pedestrians are exposed to traffic.

Implementation

DPW has requested federal authorization for construction from Caltrans; conducted bid and award; and will perform construction management and project close out. The SFMTA has prepared flashing beacon signal designs, developed pole and signal layouts, reviewed bulb design with respect to turning radii, prepared traffic routing specifications and project striping drawings.

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

FY 2015/16

Project Name: Sloat Boulevard Pedestrian Improvements

Implementing Agency: Department of Public Works

ENVIRONMENTAL CLEARANCE

Type : Categorically Exempt

Status: Completed 8/5/13

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)	4	FY 2012/13	1	FY 2013/14
R/W Activities/Acquisition				
Design Engineering (PS&E)	4	FY 2012/13	2	FY 2014/15
Prepare Bid Documents	2	FY 2014/15	2	FY 2014/15
Advertise Construction	2	FY 2014/15		
Start Construction (e.g., Award Contract)	1	FY 2015/16		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			3	FY 2015/16
Project Closeout (i.e., final expenses incurred)	4	FY 2015/16	1	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.

During PS&E, Caltrans had identified a repaving project along Sloat Boulevard scheduled to begin in August 2014. Public Works initially aligned its construction schedule with the repaving project to minimize disturbances to the community and avoid disturbing newly installed paving. The repaving project was later delayed, and is no longer a factor in this Sloat pedestrian safety project.
This Prop K request will provide additional local match to federal HSIP funds to account for additional construction costs. Construction should be completed and open for use by early spring 2016.

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

FY 2015/16

Project Name: Sloat Boulevard Pedestrian Improvements

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction	Yes	$ 654,517	$ 122,477	
Procurement (e.g. rolling stock)				
		$654,517	$122,477	$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)	$ 259,881	Actual costs
R/W Activities/Acquisition		
Construction	$ 654,517	Contract bid prices
Procurement (e.g. rolling stock)		
Total:	**$ 914,398**	

% Complete of Design: 100 as of 10/1/14

Expected Useful Life: 20-30 Years

San Francisco County Transportation Authority
Proposition K Sales Tax Program 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.

PROJECT BUDGET - ALL PHASES

SUMMARY BY TASK

TASK	Totals	% of contract
1. Environmental Studies (PA&ED)	$ -	0.0%
2. Design Engineering (PS&E)	$ 259,881	45.7%
3. Construction Engineering (CE)	$ 85,372	15.0%
CONTRACT:		
Contract	$ 569,146	
TOTAL	$ 914,399	

SFMTA	$ 35,600
DPW	$ 309,653
Contract	$ 569,146
TOTAL	$ 914,399

CONSTRUCTION ENGINEERING LABOR DETAIL

SFMTA Labor Cost Detail

MTA's overhead rate for these positions is 1.2 plus benefits

Position	Unburdened Hourly Rate	Hourly Fringe	Hourly Salary + Fringe	Overhead = (Salary+ Fringe) x Approved Rate	Fully Burdened Hourly Rate = (Salary + Fringe + Overhead)	Hours	FTE Ratio	Cost
Engineer (5241)	66.85	35.49	102.34	82.18	184.53	20	0.01	3,714.43
Associate Engineer (5207)	57.73	31.50	89.23	71.65	160.88	30	0.01	4,848.83
Assistant Engineer (5203)	49.64	28.19	77.83	62.50	140.33	30	0.01	4,243.02
Total						**60**	**0.04**	**$ 12,806**

DPW Labor Cost Detail

DPW's overhead rate for theese positions is 1.06 plus benefits

Position	Unburdened Hourly Rate	Hourly Fringe	Hourly Salary + Fringe	Overhead = (Salary+ Fringe) x Approved Rate	Fully Burdened Hourly Rate = (Salary + Fringe + Overhead)	Hours	FTE Ratio	Cost
5502 PM I	66.65	42.94	109.59	70.65	180.23	70	0.03	12,659.94
5241 Full Engineer	66.81	43.04	109.85	70.82	180.67	160	0.08	28,991.45
5203 Assist. Engineer	49.58	31.94	81.51	52.55	134.06	160	0.08	21,478.19
5364 CE Assoc.	41.03	26.43	67.45	43.49	110.94	85	0.04	9,436.45
Total						**406**	**0.23**	**$ 72,566**

Total Construction Engineering **$ 85,372**

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

MAJOR LINE ITEM BUDGET

CONSTRUCTION CONTRACT DETAIL

*Note: LF = Linear Feet, LS = Lump Sum, SF = Square Feet, EA = Each, AL = Allowance

Bid Item Description	*Unit	Unit Price	Quantity	Amount
Traffic Routing Work	LS	$55,000.00	1	$55,000.00
Furnish and Install Temporary Traffic Striping Tape	LF	$1.00	1,000	$1,000.00
Furnish and Install Pedestrian Barricade Sign, Post and Assembly	EA	$700.00	2	$1,400.00
Asphalt Concrete (Type A, 3/4" Grading)	Ton	$360.00	66	$23,760.00
8-Inch Thick Concrete Base	SF	$11.00	1,350	$14,850.00
3-1/2-Inch Thick Concrete Sidewalk	SF	$10.00	5,460	$54,600.00
4-Inch or 6-Inch Wide Concrete Curb	LF	$36.00	1,020	$36,720.00
8-Inch Thick Concrete Pavment or Gutter	SF	$14.00	2,960	$41,440.00
Concrete Curb Ramp with Concrete Detectable Surface Tiles	EA	$2,800.00	17	$47,600.00
Exploratory Holes (Contingency Bid Item)	EA	$300.00	5	$1,500.00
Concrete Catch Basin without Curb Inlet and with New Frame and Grating per SFDPW Standrdd Plan 87,188	EA	$5,000.00	2	$10,000.00
10-Inch Diameter VCP Culvert (Contingency Bid Item)	LF	$360.00	61	$21,960.00
Television Inspection of Culvert (Contingency Bid Item)	EA	$250.00	2	$500.00
Pedestrian Hybrid Beacon including Backplates and Tunnel Visors	EA	$850.00	4	$3,400.00
(1S-COUNT) One Section LED Countdown Pedestrian Signal	EA	$700.00	2	$1,400.00
Accessible Pedestrian Pushbutton (APS) Station including R10-3 5"x7" Sign, Single-Sided, Walking Man w/Single Direction Arrow, w/ Braille & Grafitti Armor Coating	EA	$1,000.00	3	$3,000.00
(SP-1-T) One-Way Side-Mounted Pedestrian Signal Mounting	EA	$550.00	2	$1,100.00
Furnish and Install Type 26A-4-100 Pole with 45-foot Signal Mast Arm, 15' LAS, MAS Mounting, Roadway Type 2 LED Luminaire, and Concrete Foundation	EA	$20,000.00	2	$40,000.00
Luminaire, and Concrete Foundation	EA	$10,000.00	1	$10,000.00
Pedestrian Push Button Pole and Concrete Foundation	EA	$1,100.00	1	$1,100.00
Caltrans PULL BOX No. 5	EA	$400.00	5	$2,000.00
Caltrans PULL BOX No. 6	EA	$700.00	1	$700.00
Caltrans PULL BOX No. C	EA	$700.00	1	$700.00
Pull Box Type I Concrete Box and Lid (N16 Box)	EA	$500.00	1	$500.00
PG&E Service Box (SC)	EA	$700.00	1	$700.00
1-1" PVC Schedule 80 Conduit (Underground)	LF	$60.00	15	$900.00
1-2" PVC Schedule 80 Conduit (Underground)	LF	$65.00	35	$2,275.00
1-2" GRS Conduit (Underground)	LF	$75.00	10	$750.00
2-3" PVC Schedule 80 Conduit (Underground)	LF	$100.00	235	$23,500.00
1-3" PVC Schedule 80 Conduit (Underground)	LF	$75.00	270	$20,250.00
Construct "332L" Traffic Signal Controller Concrete Foundation	EA	$1,000.00	1	$1,000.00
Labor Cost Only to Install Caltrans Furnished Intersection Controller "332L" Cabinet	EA	$800.00	1	$800.00
Enclosure with Concrete Foundation	EA	$8,000.00	1	$8,000.00
Furnish and Install Batteries and Cabinet for the Battery Back-Up system	EA	$7,000.00	2	$14,000.00
All Wiring Work, All Miscellaneous Electrical Work including Work to Furnish and Install Conduits, Ground Rods, Fuses, Pull Tape, Pole Caps, Knockout Seals, Junction Boxes, Relocatable and Adjustable Pull Boxes, PG&E Distribution Boxes, PG&E Service Conduits and All Incidental Works	LS	$44,000.00	1	$44,000.00
Mobilization (Maximum 5% of Sum of all Items Excluding Allowances, Deletable Bid Items and the Mobilization Bid Item Itself)	LS	$22,000.00	1	$22,000.00
Partnering Requirements	AL	$5,000.00	1	$5,000.00
		Subtotal of Bid Items		**$ 517,405**
		Contingencies (Including supplemental work 10%)		**$ 51,741**
		Force Account (Day Labor) - striping, etc.		**-**
		Total		**$ 569,146**
		Construction Engineering at 15%		**$ 85,372**
		Total Cost		**$ 654,517**

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

FY 2015/16

Project Name: Sloat Boulevard Pedestrian Improvements

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$122,477	
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.

The 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in Fiscal Year 2015/16 for Sloat Boulevard Pedestrian Improvements in the Local/Neighborhood Track subcategory of the Traffic Calming 5YPP.

Fully funding this request would require a 5YPP amendment to reprogram $122,477 in unallocated Fiscal Year 14/15 funds programed to Traffic Calming Implementation (Prior Areawide Plans) to Sloat Boulevard Pedestrian Improvements in Fiscal Year 15/16. 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	$122,477		$146,825	$269,302
Federal HSIP			$359,200	$359,200
General Fund			$26,015	$26,015
				$0
				$0
				$0
Total:	$122,477	$532,040	$532,040	$654,517

Actual Prop K Leveraging - This Phase:	58.85%	$654,517 Total from Cost worksheet
Expected Prop K Leveraging per Expenditure Plan	50.70%	

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? Yes - Prop K

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
HSIP	$359,200	10.00%	$35,920

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	$122,477		$180,377	$302,854
Federal HSIP			$496,000	$496,000
General Fund			$115,544	$115,544
				$0
				$0
Total:		$0	$1,706,319	$ 914,398

Actual Prop K Leveraging - Entire Project:	66.88%	$ 914,398
Expected Prop K Leveraging per Expenditure Plan:	50.70%	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: $122,477

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	**Cash Flow**	**% Reimbursed Annually**	**Balance**
FY 2015/16	$50,000	41.00%	$72,477
FY 2016/17	$72,477	59.00%	$0
		0.00%	$0
		0.00%	$0
		0.00%	$0
Total:	**$122,477**		

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: 11/23/2015 Resolution. No. Res. Date:

Project Name: Sloat Boulevard Pedestrian Improvements

Implementing Agency: Department of Public Works

Funding Recommended:		Amount	Phase:
	Prop K Allocation	$122,477	Construction
	Total:	**$122,477**	

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 38	FY 2015/16	$50,000	41.00%	$72,477
Prop K EP 38	FY 2016/17	$72,477	59.00%	$0
			0.00%	$0
			0.00%	$0
			0.00%	$0
	Total:	**$122,477**	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 38	FY 2015/16	Construction	$50,000	41%	$72,477
Prop K EP 38	FY 2016/17	Construction	$72,477	100%	$0
				100%	$0
				100%	$0
				100%	$0
		Total:	**$122,477**		

Prop K/Prop AA Fund Expiration Date: 3/31/2017 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:	11/23/2015	Resolution. No.		Res. Date:

Project Name: Sloat Boulevard Pedestrian Improvements

Implementing Agency: Department of Public Works

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Upon project completion, provide 2-3 digital photos of completed project.
2.

Special Conditions:

1. The recommended allocation is contingent upon a concurrent Traffic Calming 5-Year Prioritization Program (5YPP) amendment. See attached 5YPP amendment for details.
2. The recommended allocation is also contingent upon the Transportation Authority Board's approval of a waiver to Prop K Strategic Plan policies to allow SFPW to use Prop K funds for a contract that has already been awarded.
3. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

1. The recommended allocation would supplement an earlier construction phase Prop K allocation to the project (Resolution 2014-48). Reporting for the recommended allocation can be done through this existing project.
2.

Supervisorial District(s): 4, 7

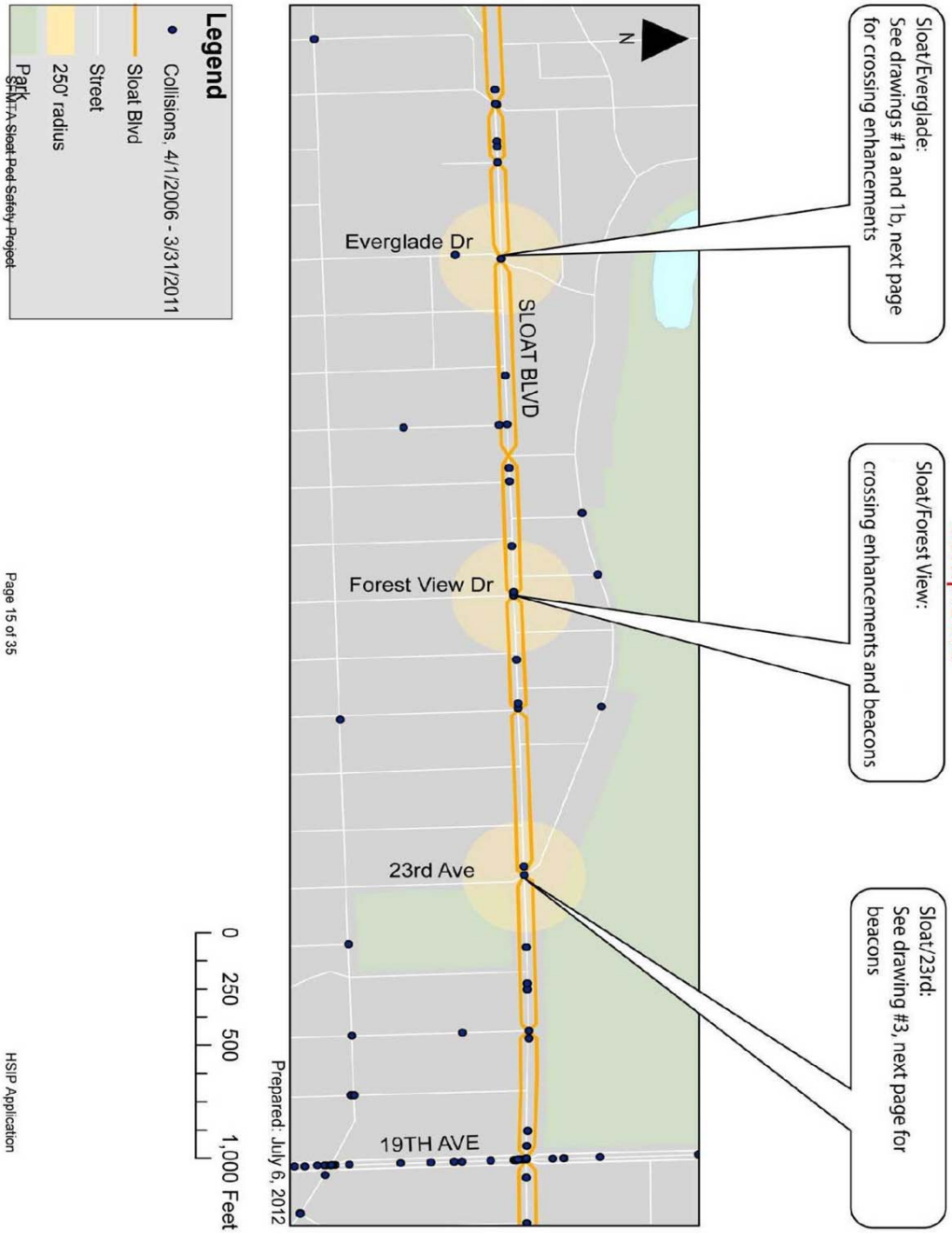
Prop K proportion of expenditures - this phase:	41.15%
Prop AA proportion of expenditures - this phase:	NA

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

SFCTA Project Reviewer: P&PD **Project # from SGA:**

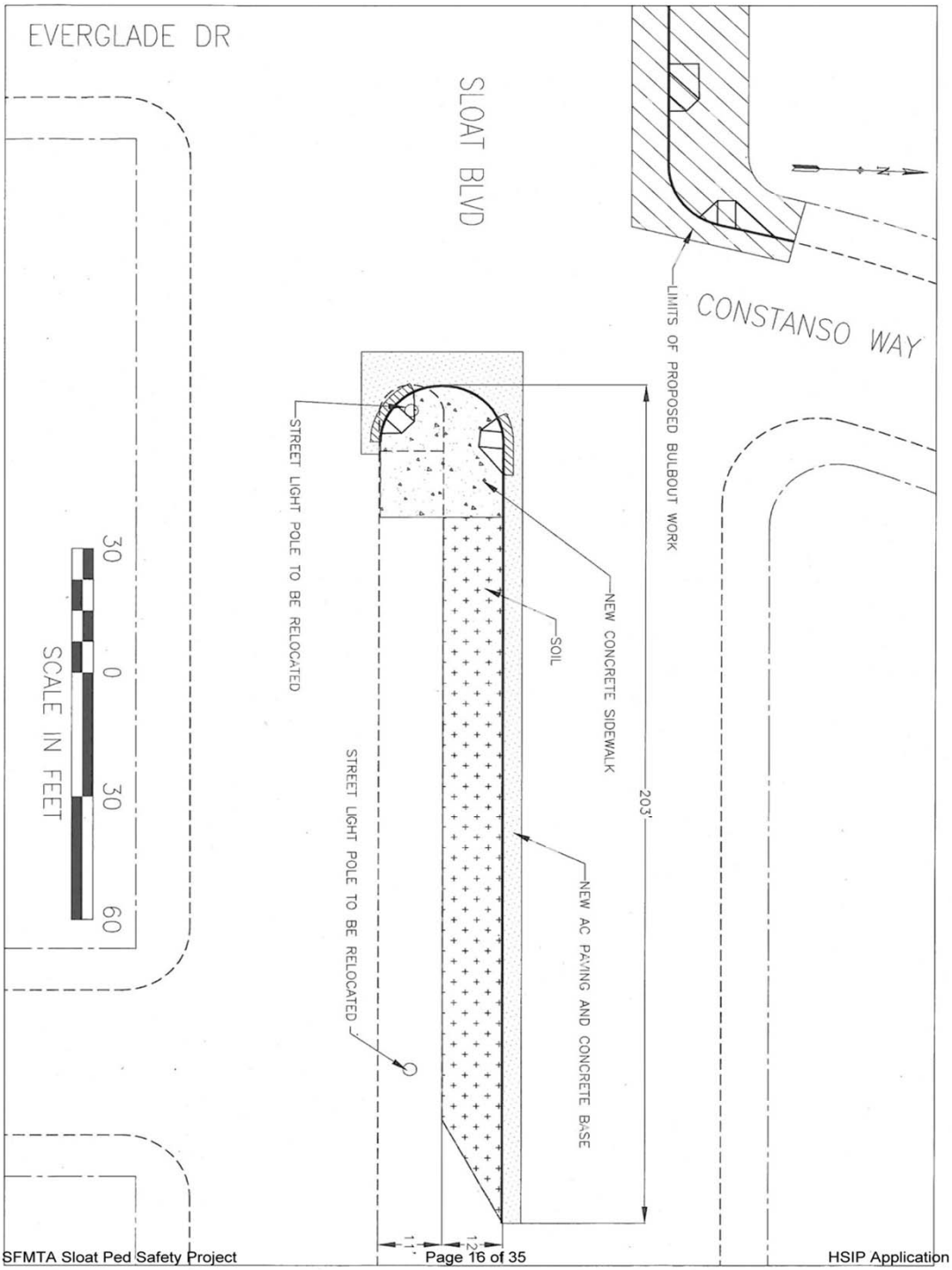
San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form

MAPS AND DRAWINGS


Sloat Boulevard Project Map and Nearby Collisions (all crash types)
Completed
Sloat/Everglade:
See drawings #1a and 1b, next page for crossing enhancements
Sloat/Forest View:
crossing enhancements and beacons
Sloat/23rd:
See drawing #3, next page for beacons
N
Everglade Dr
SLOAT BLVD
Forest View Dr
23rd Ave
19TH AVE
Prepared: July 6, 2012
0 250 500 1,000 Feet
Legend
Collisions, 4/1/2006 - 3/31/2011
Sloat Blvd
Street
250' radius
Park
SFMTA Sloat Ped Safety Project
Page 15 of 35
HSIP Application

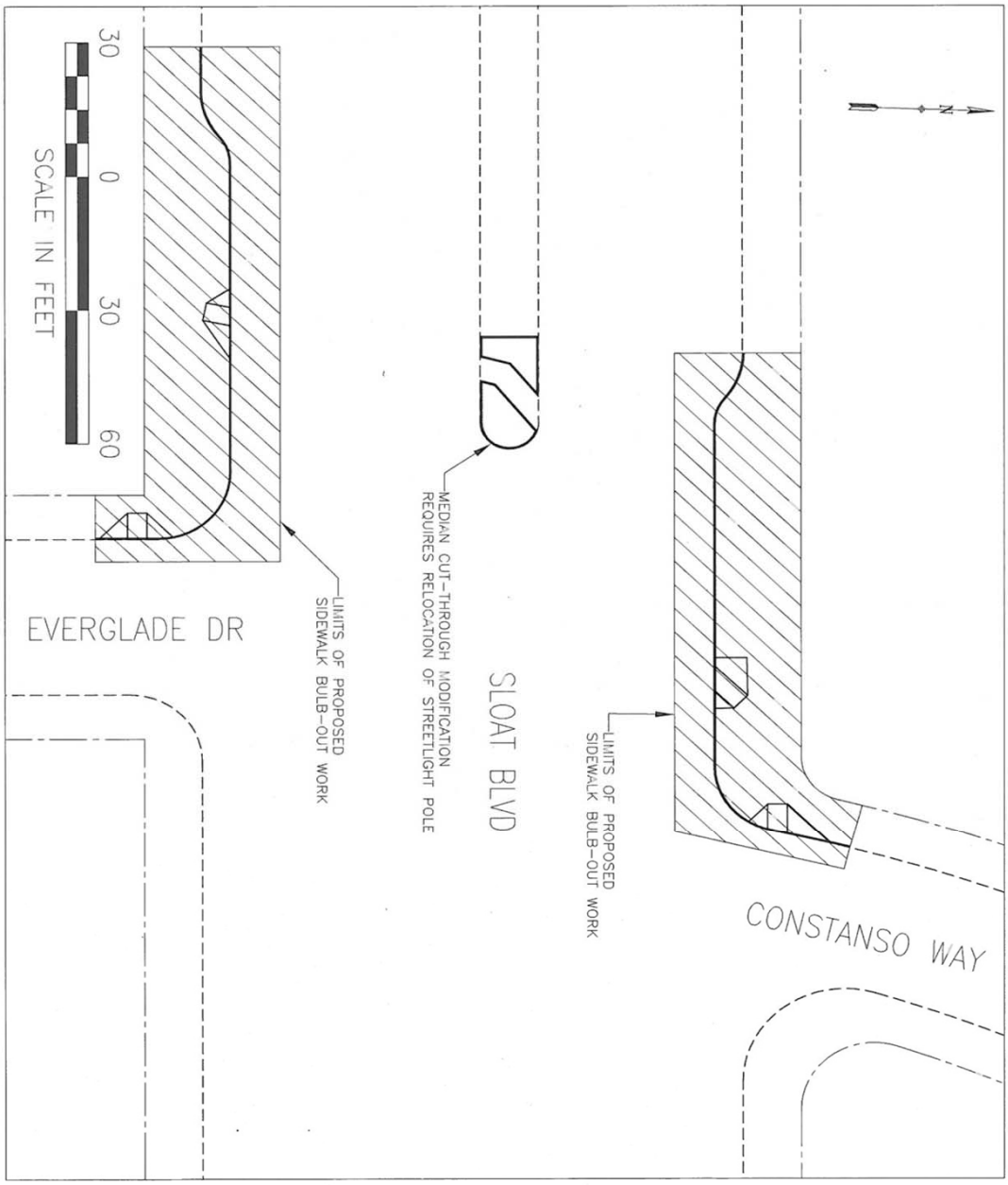
Drawing #1a: Sloat/Everglade (eastern end)

Showing curb and bus bulbs and median improvements with extent of construction. All construction within public right-of-way.



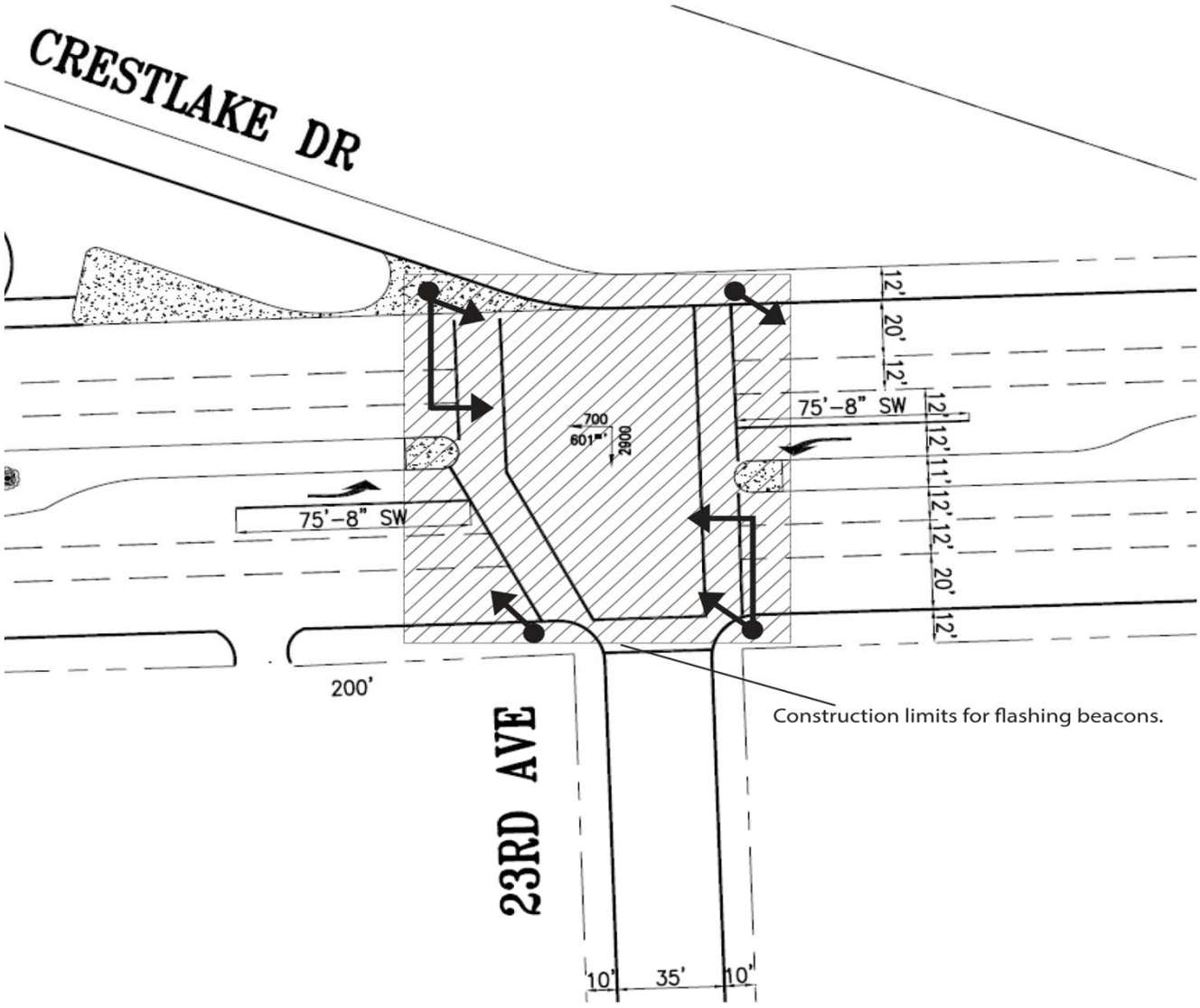
Drawing #1b: Sloat/Everglade (western end)

Showing curb and bus bulbs and median improvements with extent of construction. All construction within public right-of-way.



Drawing #3: Sloat/23rd

Showing beacons with extent of construction. Beacons are shown with arrows; poles are dots. Poles will include ped-activated push buttons. All construction within public right-of-way.



SLOAT BOULEVARD AND EVERGLADE DRIVE

West crosswalk

East crosswalk

SLOAT BOULEVARD AND EVERGLADE DRIVE

View to east

SLOAT BOULEVARD AND 23RD AVENUE

View to the east

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

FY of Allocation Action:	2015/16	**Current Prop K Request:**	$ 122,477
		Current Prop AA Request:	$ -
Project Name:	Sloat Boulevard Pedestrian Improvements		
Implementing Agency:	Department of Public Works		

	Project Manager	**Grants Section Contact**
Name (typed):	John F Thomas	Rachel Alonso
Title:	Division Manager	Transportation Finance Analyst
Phone:	415-557-4668	415.558.4034
Fax:		
Email:	john.thomas@sfdpw.org	rachel.alonso@sfdpw.org
Address:	30 Van Ness, 5th floor San Francisco, CA 94102	30 Van Ness, 5th floor San Francisco, CA 94102
Signature:		
Date:		

Prop K 5-Year Project List (FY 2014/15 - 2018/19)

Traffic Calming (EP 38)

Programming and Allocations to Date

Pending 12.15.2015

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
Local/Neighborhood Track									
SFMTA	Local Track Application-Based Traffic Calming	CON	Programmed	$364,000					$364,000
SFMTA	Local Track Application-Based Traffic Calming [3]	PLAN/ CER	Programmed	$116,600					$116,600
SFMTA	Local Track Application-Based Traffic Calming [3]	PLAN/ CER	Allocated		$203,400				$203,400
SFMTA	Local Track Application-Based Traffic Calming	PS&E	Programmed	$41,000					$41,000
SFMTA	Local Track Application-Based Traffic Calming	Any	Programmed		$600,000				$600,000
SFMTA	Local Track Application-Based Traffic Calming	Any	Programmed			$600,000			$600,000
SFMTA	Local Track Application-Based Traffic Calming	Any	Programmed				$600,000		$600,000
SFMTA	Local Track Application-Based Traffic Calming	Any	Programmed					$600,000	$600,000
SFMTA	Proactive Residential Traffic Calming Improvements	PLAN/ CER	Programmed	$125,000					$125,000
SFMTA	Proactive Residential Traffic Calming Improvements	Any	Programmed		$978,651				$978,651
SFMTA	Proactive Residential Traffic Calming Improvements	Any	Programmed			$903,651			$903,651
SFMTA	Proactive Residential Traffic Calming Improvements	PS&E, CON	Programmed				$853,651		$853,651
SFMTA	Proactive Residential Traffic Calming Improvements	PS&E, CON	Programmed					$853,654	$853,654
SFMTA	Traffic Calming Implementation (Prior Areawide Plans)	CON	Programmed	$2,441,123					$2,441,123
SFMTA	Traffic Calming Implementation (Prior Areawide Plans)[2]	PS&E	Allocated	$25,000					$25,000
SFPW	Sloat Boulevard Pedestrian Improvements[5]	CON	Pending		$122,477				$122,477
SFMTA, other eligible	Neighborhood Transportation Improvement Program (NTIP)	PS&E, CON	Programmed		$1,000,000				$1,000,000

Programming and Allocations to Date

Pending 12.15.2015

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
Schools Track									
SFMTA	Schools Track Traffic Calming Program	PLAN/ CER	Programmed				$44,000		$44,000
SFMTA	Schools Track Traffic Calming Program	PS&E	Programmed				$50,000		$50,000
SFMTA	Schools Track Traffic Calming Program	CON	Programmed					$110,000	$110,000
SFMTA	Cesar Chavez Elementary Safe Routes to School	PS&E	Programmed		$59,885				$59,885
SFMTA	Cesar Chavez Elementary Safe Routes to School	CON	Programmed			$37,365			$37,365
SFMTA	Redding Elementary Safe Routes to School	PS&E	Programmed	$18,352					$18,352
SFMTA	Redding Elementary Safe Routes to School	CON	Programmed			$91,760			$91,760
SFMTA	Bessie Carmichael Safe Routes to School	PS&E	Programmed	$115,000					$115,000
SFMTA	Bessie Carmichael Safe Routes to School	CON	Programmed		$68,820				$68,820
SFMTA	John Yehall Chin Safe Routes to School[1]	PLAN/ CER	Allocated	$40,433					$40,433
SFMTA	John Yehall Chin Safe Routes to School[1]	PS&E	Programmed	$6,242					$6,242
SFMTA	John Yehall Chin Safe Routes to School	CON	Programmed			$20,646			$20,646
Arterials and Commerical Corridors Track									
SFMTA	Columbus Avenue Corridor Improvements	PS&E	Programmed	$150,000					$150,000
SFMTA	Howard Street Streetscape	PLAN/ CER	Programmed		$80,000				$80,000
SFMTA	Howard Street Streetscape	PS&E	Programmed			$300,000			$300,000
SFMTA	Howard Street Streetscape	CON	Programmed				$590,000		$590,000
SFMTA	8th Street Streetscape	PS&E	Programmed		$645,960				$645,960
SFMTA	Arterials Track Traffic Calming Program[4]	PLAN/ CER	Programmed	$0					$0
SFMTA	Arterials Track Traffic Calming Program[4]	PLAN/ CER, PS&E	Programmed		$297,557				$297,557
SFMTA	Lombard Street US-101 Corridor [NTIP Capital][4]	PS&E	Allocated		$138,586				$138,586
SFMTA	Lombard Street US-101 Corridor [NTIP Capital][4]	CON	Allocated		$33,000				$33,000
SFMTA	Arterials Track Traffic Calming Program	PLAN/ CER, PS&E	Programmed			$93,600			$93,600

Programming and Allocations to Date

Pending 12.15.2015

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
Follow-the-Paving									
SFMTA	Follow-the-Paving: Spot Improvements	CON	Programmed	$100,000					$100,000
SFMTA	Follow-the-Paving: Spot Improvements	CON	Programmed			$100,000			$100,000
SFMTA	Follow-the-Paving: Spot Improvements	CON	Programmed					$100,000	$100,000
SFMTA	Follow-the-Paving: Traffic Calming Major Corridors	CON	Programmed	$49,100					$49,100
SFPW	San Jose Avenue Follow the Paving	CON	Allocated	$250,900					$250,900
SFMTA	Follow-the-Paving: Traffic Calming Major Corridors	PS&E	Programmed		$75,000				$75,000
SFMTA	Follow-the-Paving: Traffic Calming Major Corridors	CON	Programmed			$100,000			$100,000
SFMTA	Follow-the-Paving: Traffic Calming Major Corridors	PS&E	Programmed				$75,000		$75,000
SFMTA	Follow-the-Paving: Traffic Calming Major Corridors	CON	Programmed					$33,600	$33,600
	Total Programmed in 5YPP			$3,842,750	$4,303,336	$2,247,022	$2,212,651	$1,697,254	$14,303,013

Total Allocated and Pending in 5YPP	$316,333	$497,463	$0	$0	$0	$813,796
Total Deobligated from Prior 5YPP Cycles **	$0	$0	$0	$0	$0	$0
Total Unallocated in 5YPP	$3,526,417	$3,805,873	$2,247,022	$2,212,651	$1,697,254	$13,489,217

Total Programmed in 2014 Strategic Plan	$4,268,627	$3,877,459	$2,247,022	$2,212,651	$1,697,254	$14,303,013
Deobligated from Prior 5YPP Cycles **	$410,774					$410,774
Cumulative Remaining Programming Capacity	$836,651	$410,774	$410,774	$410,774	$410,774	$410,774

Programmed
Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

FOOTNOTES:

[1] 5YPP amendment to add $28,758 for the planning/conceptual engineering phase of John Yehall Chin Safe Routes to School (Resolution 15-017, 11.25.14)

John Yehall Chin Safe Routes to School: Reduced programming for the design phase in FY 2014/15 from $35,000 to $6,242 to fund the project's planning/conceptual engineering phase.

[2] 5YPP amendment to reprogram $25,000 in FY 14/15 funds currently programmed to the construction phase of "Traffic Calming Implementation (Prior Areawide Plans)" to the design phase.

[3] Local Track Application-Based Traffic Calming funds from Fiscal Year 2014/15 ($203,476) were allocated to Local Track Application-Based Traffic Calming in Fiscal Year 2015/16.

[4] 5YPP amendment to fund the Lombard Street US-101 Corridor [NTIP Capital] (Resolution 16-06, 7/28/15)

Arterials Track Traffic Calming Program: Reduced programming for the planning/conceptual engineering phase in FY 2014/15 from $100,000 to $0 and in FY 2015/16 from $369,143 to $297,557.

Lombard Street US-101 Corridor [NTIP Capital]: Added project with $138,586 for the design phase and $33,000 for the construction phase in FY 2015/16.

[5] 5YPP amendment to fund Sloat Boulevard Pedestrian Improvements

Traffic Calming Implementation (Prior Areawide Plans): Reduced programming for construction phase in FY 2014/15 from $2,563,600 to $2,441,123.

Sloat Boulevard Pedestrian Improvements: Added project with $122,477 for the construction phase in FY 2015/16.

Prop K 5-Year Project List (FY 2014/15 - 2018/19)

Traffic Calming (EP 38)

Cash Flow ($) Maximum Annual Reimbursement

Pending 12.15.2015

Project Name	Phase	Fiscal Year						Total
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	
Local/Neighborhood Track								
Local Track Application-Based Traffic Calming	CON	$364,000						$364,000
Local Track Application-Based Traffic Calming 3	PLAN/ CER	$116,600						$116,600
Local Track Application-Based Traffic Calming 3	PLAN/ CER		$203,400					$203,400
Local Track Application-Based Traffic Calming	PS&E	$41,000						$41,000
Local Track Application-Based Traffic Calming	Any		$600,000					$600,000
Local Track Application-Based Traffic Calming	Any			$600,000				$600,000
Local Track Application-Based Traffic Calming	Any				$600,000			$600,000
Local Track Application-Based Traffic Calming	Any					$600,000		$600,000
Proactive Residential Traffic Calming Improvements	PLAN/ CER	$100,000	$25,000					$125,000
Proactive Residential Traffic Calming Improvements	Any		$978,651					$978,651
Proactive Residential Traffic Calming Improvements	Any			$903,651				$903,651
Proactive Residential Traffic Calming Improvements	PS&E, CON				$853,651			$853,651
Proactive Residential Traffic Calming Improvements	PS&E, CON					$853,654		$853,654
Traffic Calming Implementation (Prior Areawide Plans)	CON	$1,193,371	$1,294,300					$2,487,671
Traffic Calming Implementation (Prior Areawide Plans)2	PS&E	$25,000						$25,000
Sloat Boulevard Pedestrian Improvements5	PS&E		$50,000	$72,477				$122,477
Neighborhood Transportation Improvement Program (NTIP)	PS&E, CON		$340,000	$330,000	$330,000			$1,000,000

Cash Flow ($) Maximum Annual Reimbursement

Pending 12.15.2015

Project Name	Phase	Fiscal Year						Total
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	
Schools Track								
Schools Track Traffic Calming Program	PLAN/ CER				$22,000	$22,000		$44,000
Schools Track Traffic Calming Program	PS&E				$25,000	$25,000		$50,000
Schools Track Traffic Calming Program	CON					$110,000		$110,000
Cesar Chavez Elementary Safe Routes to School	PS&E		$59,885					$59,885
Cesar Chavez Elementary Safe Routes to School	CON			$5,000	$32,365			$37,365
Redding Elementary Safe Routes to School	PS&E	$18,352						$18,352
Redding Elementary Safe Routes to School	CON			$45,880	$45,880			$91,760
Bessie Carmichael Safe Routes to School	PS&E	$115,000						$115,000
Bessie Carmichael Safe Routes to School	CON		$34,410	$34,410				$68,820
John Yehall Chin Safe Routes to School1	PLAN/ CER	$40,433						$40,433
John Yehall Chin Safe Routes to School1	PS&E	$6,242						$6,242
John Yehall Chin Safe Routes to School	CON			$20,646				$20,646
Arterials and Commerical Corridors Track								
Columbus Avenue Corridor Improvements	PS&E	$150,000						$150,000
Howard Street Streetscape	PLAN/ CER		$40,000	$40,000				$80,000
Howard Street Streetscape	PS&E			$50,000	$250,000			$300,000
Howard Street Streetscape	CON				$50,000	$540,000		$590,000
8th Street Streetscape	PS&E		$645,960					$645,960
Arterials Track Traffic Calming Program4	PLAN/ CER	$0						$0
Arterials Track Traffic Calming Program4	PLAN/ CER, PS&E		$297,557					$297,557
Lombard Street US-101 Corridor [NTIP Capital]4	PS&E		$104,000	$34,586				$138,586
Lombard Street US-101 Corridor [NTIP Capital]4	CON		$33,000					$33,000
Arterials Track Traffic Calming Program	PLAN/ CER, PS&E			$93,600				$93,600

Cash Flow ($) Maximum Annual Reimbursement

Pending 12.15.2015

Project Name	Phase	Fiscal Year						Total
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	
Follow-the-Paving								
Follow-the-Paving: Spot Improvements	CON	$50,000	$50,000					$100,000
Follow-the-Paving: Spot Improvements	CON			$50,000	$50,000			$100,000
Follow-the-Paving: Spot Improvements	CON					$50,000	$50,000	$100,000
Follow-the-Paving: Traffic Calming Major Corridors	CON	$24,550	$24,550					$49,100
San Jose Avenue Follow the Paving	CON		$125,450	$125,450				$250,900
Follow-the-Paving: Traffic Calming Major Corridors	PS&E		$37,500	$37,500				$75,000
Follow-the-Paving: Traffic Calming Major Corridors	CON			$50,000	$50,000			$100,000
Follow-the-Paving: Traffic Calming Major Corridors	PS&E				$37,500	$37,500		$75,000
Follow-the-Paving: Traffic Calming Major Corridors	CON					$33,600		$33,600
Total Cash Flow in 5YPP		$2,244,548	$4,943,663	$2,493,200	$2,346,396	$2,271,754	$50,000	$14,349,561

Cash Flow Allocated and Pending	$65,433	$515,850	$232,513	$0	$0	$0	$813,796
Cash Flow Deobligated	$0	$0	$0	$0	$0	$0	$0
Cash Flow Unallocated	$2,179,115	$4,427,813	$2,260,687	$2,346,396	$2,271,754	$50,000	$13,535,765

Cash Flow Programmed in 2014 Strategic Plan	$2,749,327	$4,624,849	$2,260,687	$2,346,396	$2,271,754	$50,000	$14,303,013
Deobligated from Prior 5YPP Cycles	$410,774						$410,774
Cumulative Remaining Cash Flow Capacity	$915,553	$596,739	$364,226	$364,226	$364,226	$364,226	$4,790,329

Programmed
Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

San Francisco County Transportation Authority

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

Memorandum

Date: 11.24.15

RE: Citizens Advisory Committee
December 2, 2015

To: Citizens Advisory Committee

From: Joe Castiglione – Deputy Director for Technology, Data & Analysis

Subject: **ACTION** – Adopt a Motion of Support for Approval of the 2015 San Francisco Congestion Management Program

Summary

As the Congestion Management Agency for San Francisco, the Transportation Authority is responsible for developing and adopting a Congestion Management Program (CMP) for San Francisco on a biennial basis. The CMP is the principal policy and technical document that guides the Transportation Authority's CMA activities and demonstrates conformity with state congestion management law. The 2015 CMP incorporates several substantive updates, including 2015 system performance monitoring results; the updated CMP Capital Improvement Program; updates on initiatives to manage demand through pricing, incentives, and other strategies; Transportation Authority and City efforts to integrate land use and transportation planning in key locations; and other significant policy and planning progress since 2013.

BACKGROUND

As the Congestion Management Agency (CMA) for San Francisco, the Transportation Authority is responsible for developing and adopting a Congestion Management Program (CMP) for San Francisco, which must be updated every two years. The inaugural CMP was adopted in 1991, and the Transportation Authority Board has approved subsequent updates on a biennial basis. The CMP is the principal policy and technical document that guides the Transportation Authority's CMA activities. Through the CMP, the Transportation Authority also monitors the City's conformity with CMP requirements, per state congestion management law.

Conformance with the CMP is a requirement for the City to receive state fuel tax subventions and for the City's transportation projects to qualify for state and federal funding. State congestion management statutes aim to tie transportation project funding decisions to measurable improvement in mobility and access, while taking into account the impacts of land use decisions on local and regional transportation systems. CMPs also help to implement, at the local level, transportation measures that improve regional air quality.

The original CMP laws were enacted in 1989; since then, multiple legislative actions have amended the CMP requirements. For instance, Senate Bill (SB) 1636 (Figueroa), passed in 2002, granted local jurisdictions the authority to designate Infill Opportunity Zones (IOZs) in areas meeting certain requirements. Within a designated IOZ, the CMA is not required to maintain traffic conditions to the adopted automobile level of service (LOS) standard. Most recently, SB 743 (Steiner) modified the criteria for local jurisdictions to designate IOZs and eliminated the previous December 2009 deadline to do so. The San Francisco IOZ, covering most of San Francisco based on transit frequency and land use

criteria, was adopted by the Board of Supervisors in December 2009, but additional areas may now qualify for designation under the new legislation.

DISCUSSION

The purpose of this memorandum is to present an overview of the 2013 CMP update and seek a motion of support for its approval.

The CMP has several required elements, including:

- A designated congestion management network and biennial monitoring of automobile LOS on this network;
- Assessment of multimodal system performance, including transit measures;
- A land use impact analysis methodology for estimating the transportation impacts of land use changes; and
- A multimodal Capital Improvement Program (CIP).

The CMP also contains the Transportation Authority's technical and policy guidelines for implementing CMP requirements, including deficiency plans, travel demand forecasting, and transportation fund programming.

CMP Update: The 2015 CMP is a substantive update, reflecting new data collection, activities related to important policy developments at various levels, and significant planning progress since 2013. Key updates include the following:

- **Roadway LOS Results:** The Transportation Authority, through its consultant team Iteris, conducted roadway LOS monitoring on the CMP network during the spring of 2015. Relative to the last monitoring cycle in 2013, average traffic speeds on the city's CMP network streets and freeways decreased. The percentage decrease on arterials was more pronounced than on freeways, with speeds dropping 15% in the morning peak period and 21% in the evening peak period. Possible explanations include ongoing long-term construction (Transbay Transit Center, Presidio Parkway, and Central Subway) and strong job and population growth resulting in more people driving into San Francisco. Average weekday speeds in the morning and evening peak periods for 2013 and 2015 are shown in Figure 1.

Figure 1. CMP Network Average Peak Period Automobile Travel Speed

Facility Type	Spring 2013	Spring 2015
Arterial AM	17.1 mph	14.6 mph
Arterial PM	16.0 mph	12.7 mph
Freeway AM	38.2 mph	37.6 mph
Freeway PM	29.5 mph	26.3 mph

- **Transit Performance:** Similarly, average Muni bus speeds on the CMP network fell between 2103 and 2015, but at a much lower rate than auto speeds. The net effect is that transit has become more competitive with driving because the ratio of auto speed to transit speed has dropped from an average of 2.0 in 2013 to 1.7 in 2015.

  The Transportation Authority performed an analysis of Muni bus speeds using data provided by the San Francisco Municipal Transportation Agency from on-vehicle Automatic Passenger Counters. Average bus speeds on the CMP network during the 2015 monitoring period were 8.7 mph in the AM peak period and 7.9 mph in the PM peak. Transit speeds were also monitored in

2013. Speeds declined by approximately one percent in the AM peak period and two percent in the PM peak period. During weekday peak periods, the percentage of CMP segments on which auto speeds exceeded transit speeds by a factor of two or more fell from 42% to 23% in the AM peak period, and from 49% to 19% in the PM peak period.

Transit speed variability increased, and the number of links on which bus speeds commonly vary from their averages by 30 percent or more increased in both the morning (from 12 to 15 segments) and afternoon (from 11 to 23 segments) peak periods. This metric will provide a useful baseline to compare reliability over time on specific streets in future CMP cycles.

- **Transportation Demand Management (TDM):** The TDM Element has been updated to include the city's efforts to implement TDM programs for new developments, through area plans, developer agreements, institutional master plans, and planning code requirements. It reflects advancements in TDM studies and plans, including the Travel Demand Management Toolkit and TDM Partnership Project. It includes updates on the city's policies for commuter shuttles, carsharing, bikesharing, and two new pilot projects. This chapter also shows advances in parking policy through the Parking Supply and Utilization Study and SF*park*.

- **Land Use Impacts Analysis Program:** This chapter has been updated to reflect the adoption of Priority Conservation Areas under Plan Bay Area and the One Bay Area Grant (OBAG) which promotes development within Priority Development Areas in the Bay Area. The chapter also highlights our involvement in regional strategic planning through the Core Capacity Transit Study, which aims to identify strategic investments to meet the region's long-term transit needs, with a focus on the relationship between land use and transportation. It includes a discussion of neighborhood- and community-level transportation planning through the Prop K-funded Neighborhood Transportation Improvement Program and the Metropolitan Transportation Commission's Community Based Transportation Planning program. Finally, this chapter provides updates on the Governor's Office of Planning and Research's draft guidance on the quantification of significant transportation impacts under California Environmental Quality Act, pursuant to SB 743, which indicates that a vehicle-miles traveled-based (VMT) metric is likely.

- **CIP:** The CMP must contain a seven-year CIP that identifies investments that maintain or improve transportation system performance. The CMP's CIP is amended concurrently with relevant Transportation Authority Board programming actions. Thus, the 2015 CMP reflects program updates since adoption of the 2013 CMP, most notably 2014 and 2015 Transportation Fund for Clean Air county programs, Cycle 3 of the Lifeline Transportation Program, the extension of the first OBAG Cycle, the 2014 Prop K Strategic Plan, and the Prop AA Strategic Plan. Also, as required by state law, the CMP confirms San Francisco's project priorities for the Regional Transportation Improvement Program, which is adopted by the Metropolitan Transportation Commission (MTC) for submission to the state.

  Over the next two years, the Transportation Authority will continue to coordinate transportation investments and support all aspects of project delivery across multiple agencies and programs, from smaller neighborhood pedestrian, bicycle and traffic calming projects to major projects including the Presidio Parkway, the Transbay Transit Center and Caltrain Downtown Extension, Caltrain Electrification, the Central Subway, and proposed bus rapid transit improvements on Van Ness Avenue and Geary Boulevard.

- **Modeling:** State law requires CMAs to develop, maintain, and utilize a computer model to analyze transportation system performance, assess land use impacts on transportation networks,

and evaluate potential transportation investments and policies. The Transportation Authority's activity-based travel demand model, SF-CHAMP, has been updated since 2013, and model enhancements are discussed in the 2015 CMP, along with required documentation of consistency with MTC modeling practices.

ALTERNATIVES

1. Adopt a motion of support for approval of the 2015 San Francisco CMP, as requested.
2. Adopt a motion of support for approval of the 2015 San Francisco CMP, with modifications.
3. Defer action, pending additional information or further staff analysis.

FINANCIAL IMPACTS

While there is no direct impact on the Transportation Authority's adopted Fiscal Year 2015/16 budget, adoption of the 2015 CMP is needed to ensure the City's continued eligibility for the state gas tax revenues authorized by CMP legislation. Leveraging of these other funds is essential in order to deliver the Prop K and Prop AA Expenditure Plans, as well as other San Francisco projects citywide.

RECOMMENDATION

Adopt a motion of support for approval of the 2015 San Francisco CMP.

Attachment:

1. Draft CMP Executive Summary

Enclosures (2):

A. Draft 2015 San Francisco Congestion Management Program
B. CMP Technical Appendices

EXECUTIVE SUMMARY

A. Introduction

The San Francisco Congestion Management Program (CMP) is a biennial program conducted in accordance with state law to monitor congestion and adopt plans for mitigating traffic congestion that falls below certain thresholds. By statute, the CMP legislation originally focused its requirements on measuring traffic congestion, specifically through Level-of-Service (LOS), which grades roadway facilities by vehicle delay. In the years since, the Transportation Authority has opted out of LOS monitoring[1] (although it still reports LOS for planning purposes). The agency has evolved its CMP to include multimodal, time of day, and other system performance monitoring, in recognition that automobile-focused metrics such as LOS result in a limited view of transportation issues, which can result in inefficient, modally biased, and often, unintentionally, counter-productive solutions.[2] In November 2013, the state passed SB 743, which specifically repeals automobile delay as measured by LOS or other similar measures as a measure of significant impact in environmental review, and tasks the Office of Planning and Research (OPR) with preparing guidance on appropriate alternative metrics.

The CMP legislation aims to increase the productivity of existing transportation infrastructure and encourage more efficient use of scarce new dollars for transportation investments, in order to effectively manage congestion, improve air quality, and facilitate sustainable development. In order to achieve this, the CMP law is based on five mandates:

- Require more coordination between federal, state, regional, and local agencies involved in the planning, programming, and delivery of transportation projects and services;
- Favor transportation investments that provide measurable and quick congestion relief;
- Link local land use decisions with their effect on the transportation system;
- Favor multimodal transportation solutions that improve air quality; and
- Emphasize local responsibility by requiring a Congestion Management Agency (CMA) in each urban county in the state.

The purpose of the 2015 San Francisco Congestion Management Program (CMP), prepared by the San Francisco County Transportation Authority, (the Transportation Authority) is to:

- Comply with state law by adopting a biennial CMP and submitting it to the Metropolitan Transportation Commission (MTC) for a conformance finding.
- Report the status of key inter-agency and SFCTA congestion management initiatives as identified in the 2013 San Francisco Transportation Plan and;
- Outline the congestion management work program for fiscal years 2015/16 and 2016/17; and
- Set forth policies and technical tools to implement the CMP work program.

[1] See 2010 SB1636 Infill Opportunity Zone legislation and SFCTA Resolution XX-XX

[2] In order to reduce vehicle delay and improve LOS, without considering strategies that encourage shifts to other modes, the increased roadway capacity is the implied solution, which, in turn, has been shown to lead to more driving (induced demand).

B. State of Transportation

B.1 | What are the causes of congestion in the San Francisco?

San Francisco is an employment hub for a region with booming jobs and population growth. Population growth in the Bay Area, and San Francisco in particular, is outpacing projections. San Francisco's estimated 2014 population is over 850,000, about 10,000 more residents than ABAG projected for 2015.[3,4] Similarly, the region realized population growth in 2014 that was about 1% higher than projections for 2015. At the same time, employment is growing faster than population: between September 2009 and April 2015, San Francisco's workforce has increased by 140,000, while the population increased by around 50,000.[5] Housing production, on the other hand, is lagging. This means that people are coming to San Francisco for work but live elsewhere and commute into the city.

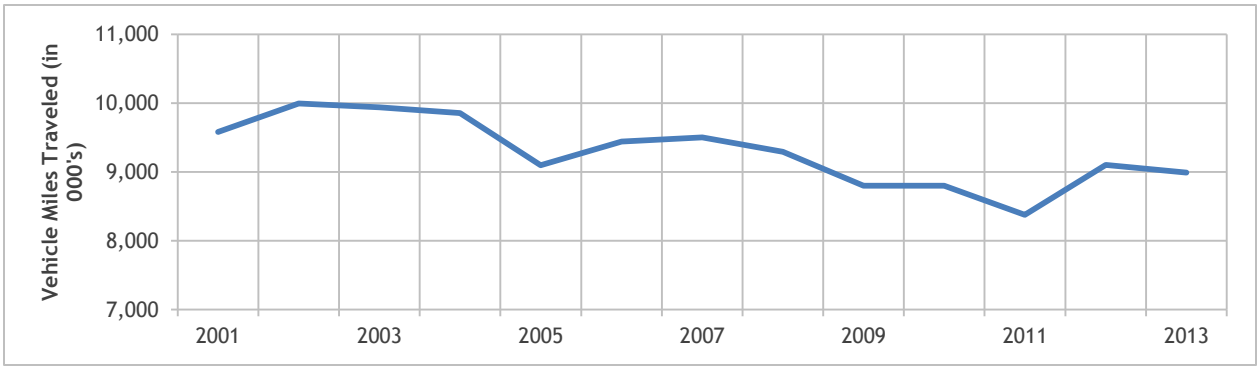


Figure 1: Daily Vehicle Miles Traveled in San Francisco, 2001-2013

Source: Caltrans Annual California Public Road Data Report, 2001-2013

As shown above in Figure 1, Vehicle miles traveled (VMT), a measure of the amount of total amount of driving, in San Francisco has been declining for over a decade, although there has been an increase since 2011 following the 2008-2009 recession.[6]

Luckily, San Francisco has a strong backbone of regional transit, through BART, Caltrain, and a handful of commuter bus lines to help move people into and around the city efficiently. But as demand grows, some of these services are also becoming crowded. Between 2010 and 2014, ridership on the three largest transit providers in San Francisco has been growing, as shown in Figure 2.

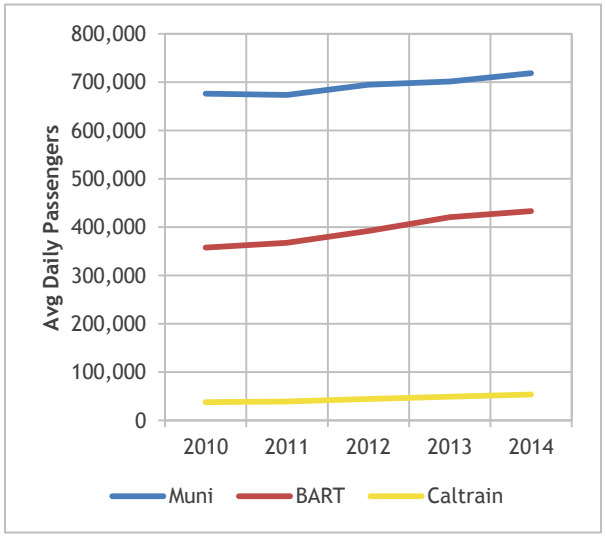


Figure 2: Average Daily Passengers by Transit Operator, 2010-2014

[3] United States Census 2014 Population Estimate

[4] Association of Bay Area Governments, Projection 2013

[5] Office of Economics and Workforce Development Quarterly Dashboard Reports

[6] Caltrans Annual California Public Road Data reports, 2001-2013.

B.2 | How does the state of transportation measure up?

The recent increase in VMT corresponds with an increase in congestion, although over the last 15 years San Francisco is well below the peak VMT of the early 2000s. Between 2013 and 2015, in the afternoon peak travel period, average speeds on freeway segments have decreased 3.2 mph (10.8%) from 29.5 mph to 26.3 mph; and on arterial segments by 3.3 mph (20.6%), from 16.0 mph to 12.7 mph.

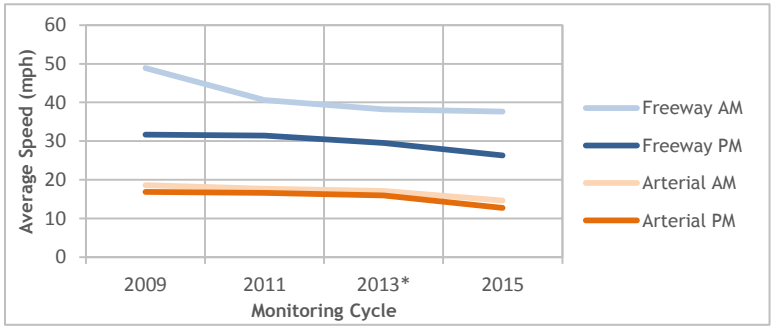


Figure 3: Average Speed over CMP Monitoring Cycles, 2009-2015

Figure 4: Level of Service on CMP Segments, 2015 PM Peak

In the downtown core of San Francisco and freeways approaching downtown, where roadway expansion is neither feasible nor desirable, traffic speeds are particularly slow, as shown in Figure 4.

Recognizing that the City's transportation infrastructure can be used more efficiently to move more people, San Francisco has invested in prioritizing transit. Since 2013, the SFMTA has implemented service increases on 17 lines as part of Muni Forward, Phase 1 of Clay Street Transit-Only Lanes, Haight Street transit only contraflow lanes, more visible red lanes on Market Street, and other transit enhancements. Those investments have begun to pay off, and transit is becoming measurably more competitive with driving.

While transit speeds relative to driving speeds have become more competitive, transit speeds, like automobile speeds, have declined since 2013, from 8.1 mph to 7.9 mph for the rubber-tire fleet in the evening peak period.[8] The decrease in transit speeds has been notably less than the decrease in auto speeds.

[8] Light rail vehicles, cable cars, and historic street cars are not included

Figure 5 shows in brown the percentage of CMP segments in 2013 and 2015 with an auto-to-transit speed ratio of 2 or less, or in other words where transit speeds are at least half of driving speeds or better. San Francisco is moving in the right direction, with 33% more street segments in the "competitive" range. Transit does not need to have speeds as high as auto traffic to be competitive; transit is less expensive than driving and enables productive use of in vehicle time, among other benefits.

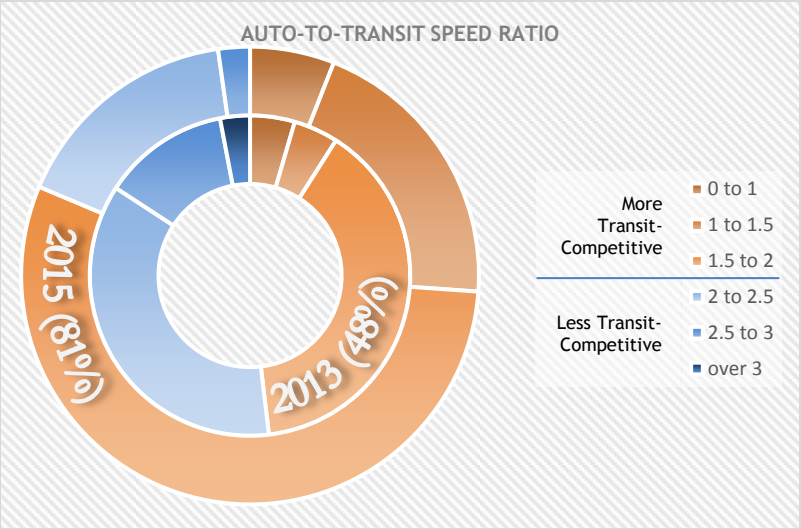


Figure 5: Auto-to-Transit Speed Ratio in the PM Peak, 2013 to 2015

C. What are we doing to help?

What is the city and Transportation Authority doing about congestion in San Francisco?

C.1 | Managing Demand for Travel

San Francisco has a robust set of travel demand management (TDM) programs, policies, and requirements designed to enable and encourage people to make trips by transit, walking, and biking and to smooth vehicle circulation. These include a focus on new development as well as on managing congestion in existing neighborhoods and built up areas:

- Area plans, development agreements, and other requirements on new development, including:
  - Central SoMa
  - Central Waterfront
  - Institutional Master Plans for all medical and post-secondary educational institutions
- Policies and programs to manage trips in existing neighborhoods and built-up areas, including:
  - Commuter Benefits Ordinance and Emergency Ride Home Program
  - SFMTA Commuter Shuttle Policy
  - SFMTA Carsharing Policy
  - BART Travel Incentives Pilot Project
  - Parking Management and SF*park*
  - Transportation Demand Management Partnership Project

Furthermore, San Francisco is encouraging efficient land use planning by supporting development at higher densities in areas that are mixed-use (closer to jobs and retail) and are well served by transit. Plan Bay Area, the region's first Sustainable Communities Strategy, identifies Priority Development Areas (PDAs) where densities and transit levels can more readily support transit-oriented development.

The city's use of Metropolitan Transportation Commission PDA planning funds is supporting the following planning efforts and studies:

- PDA Planning Projects
  - Rail Storage Alternatives Analysis and I-280 Boulevard Feasibility Study
  - Embarcadero Multi-Modal Planning
  - Bayshore Station Location and Circulation Studies
  - 19th Ave/M-Oceanview Transit Improvement Study
  - Ocean Avenue Pedestrian and Streetscape Improvements
  - Caltrain North Terminal Study to Support Future Operations

C.2 | Planning Projects

San Francisco is planning to address needs in existing neighborhoods as well as for the long term needs of the City and the region. In order to support sustainable transportation currently and in the future, we are supporting or advancing many initiatives called for in the 2013 San Francisco Transportation Plan. These include:

- Vision Zero Initiatives
- Regional Core Capacity Transit Study
- Freeway Corridor Management Study
- Transportation Sustainability Program
- Geary Corridor and Geneva/Harney Bus Rapid Transit
- Better Market Street Project
- Treasure Island Mobility Management Program
- Neighborhood Transportation Improvement Program
- Shared Mobility, Late Night, Parking Management and School Transportation sector studies

C.3 | Funding and Delivering Projects

The Transportation Authority is supporting near- and long-term transportation needs for San Francisco by funding capital improvements, projects, and programs through Proposition K, Proposition AA, grant applications, and competing for Federal funding to match local investments. Below are a few projects supported with Transportation Authority programmed funds. Appendices 12, 13, 14, 15, and 16 provide more detail.

- Muni Forward
- Central Subway
- Caltrain Extension to Transbay Terminal
- Caltrain Electrification

The Transportation Authority is also delivering projects, leading construction on:

- Presidio Parkway (Doyle Drive replacement)
- Folsom Street Off-Ramp Realignment

- Yerba Buena Island I-80 Interchange Improvement Project

SFMTA
Municipal
Transportation
Agency

Commuter Shuttle Pilot Program

Evaluation Report
October 5, 2015

Introduction

This report provides an evaluation of the Commuter Shuttle Pilot Program (the "Pilot Program"), adopted by the San Francisco Municipal Transportation Agency (SFMTA) Board of Directors in January 2014. The ongoing 18-month Pilot Program has provided the SFMTA with an opportunity to test the management of privately operated commuter shuttles by creating a network of shared Muni zones and shuttle-only zones for loading and unloading of passengers.

Background

Privately operated commuter shuttles, which ferry workers from their neighborhoods to places of work or transportation hubs, have become increasingly common on the streets of San Francisco. Commuter shuttles provide a commute choice to thousands of employees, students, and other residents of the City, and provide alternatives to drive-alone trips. Shuttles are associated with reduced auto ownership and the increased use of transit, walking, and bicycling for non-commute trips. Shuttles participating in the Pilot Program currently provide approximately 17,000 individual boardings on an average weekday (with one or both ends of the trip in San Francisco), most of these during morning and evening peak hours.

Before August 2014, San Francisco did not regulate commuter shuttles. Shuttles operated throughout the City on both large arterial streets, such as Van Ness and Mission Streets, and smaller residential streets. Shuttles loaded and unloaded passengers in a variety of zones, including white loading zones, red Muni zones, and other vacant curb space. When curb space was unavailable, shuttles often would load or unload passengers in the street. The lack of rules for where and when loading and unloading were permitted resulted in confusion for shuttle operators and neighborhood residents, inconsistent enforcement, and real and perceived conflicts with other transportation modes.

To address these issues, in January 2014, the SFMTA Board approved an 18-month Pilot Program to test sharing of designated Muni zones with eligible commuter shuttles that pay a fee and receive a permit containing terms and conditions for use of the shared zones. The Pilot Program began in August 2014, and created a network of shared stops for use by Muni and those commuter shuttle buses that chose to participate, and restricted parking for some hours of the day in a few locations to create passenger loading (white) zones exclusively for the use of permitted commuter shuttles.

Objectives of the Pilot Program

Commuter shuttles have used the streets of San Francisco for decades, but their numbers have increased in the last few years. Without designated curb space for loading and unloading, private commuter shuttle operators have imperfect choices to make about where to load and unload riders. Stopping in the travel lane (adjacent to parked cars)

blocks auto and bicycle traffic, presents safety hazards for riders boarding and alighting, and risks a parking or traffic citation. Stopping without authorization at a Muni zone enables safer curbside access, but can delay Muni and risks a parking citation.

In addition to potential conflicts at loading points, commuter shuttles present other benefits and challenges for the transportation system. The shuttles take cars off the streets by giving commuters an alternative to driving in order to get to work. However, they are sometimes larger than Muni buses, can produce more emissions per vehicle than smaller vehicles, and can present an unwelcome presence particularly on smaller city streets.

The objectives of the Pilot Program included:

- Create clear and enforceable locations and guidelines for shuttle loading and unloading
- Reduce conflicts with Muni and other vehicles
- Improve safety in shuttle interactions with other users
- Reduce drive-alone trips, vehicle miles traveled, and greenhouse gas emissions
- Provide a positive partnership between City agencies and private sector transportation partners
- Increase acceptance of commuter shuttles by community members
- Gather data regarding shuttle activity in the City

The Pilot Program also allowed SFMTA to collect data regarding the movement of, usage of, and reaction to commuter shuttles in San Francisco. Based on the data collected, this report evaluates how the Pilot Program performed on its objectives. In addition, this Evaluation Report will be used to make recommendations as to (a) whether the program should be continued, and (b) whether any policy or procedural changes should be made if a commuter shuttle program is established.

Summary of findings

Shuttle activity

- The Pilot Program shuttle zone network began with requests from shuttle operators for over 240 zones. The SFMTA established a network of 101 zones, which grew to 124 zones by July 2015.
- Shuttles make an average of nearly 3,000 stop-events every weekday. A stop-event is every time a shuttle stops at a zone with the intention of loading or unloading passengers.
- In July 2015, Van Ness between Union and Market saw an estimated 498 stop-events per day, or 17% of all the daily stop-events in the City.

- The top 20% of zones saw 58% of all stop-event activity.
- In June 2014, before the official launch of the Pilot Program, shuttles made an estimated 2302 daily stop-events at zones in the network. In July 2015, shuttles made an estimated 2978 daily stop-events at zones in the network, a 29% increase.
- Shuttles participating in the permit program see 356,998 boardings per month, or 17,000 on an average weekday.
- 76% of the monthly boardings are on intercity regional shuttle trips, and 24% are on shuttle trips that begin and end in San Francisco.
- About 8,500 people ride a permitted shuttle round-trip each day.
- Shuttles load or unload an average of 5.7 people per stop-event.
- Intercity regional shuttles travel an average of 47 miles one-way, while intracity shuttles travel an average of two miles one-way.
- Across the Pilot Program, shuttle vehicle miles traveled (VMT) is an estimated 47,484 per weekday, 997,156 per month, and 11,965,877 per year.

Shuttle ridership and shuttles' impact on drive-alone vehicle trips

- Shuttle riders' homes are widely dispersed among neighborhoods in the City, though the top ten neighborhoods of origin are concentrated in the Mission and the northeastern quadrant of the City.
- The vast majority of shuttle riders work in the Peninsula/South Bay.
- 45% of shuttle riders do not own cars, and 45% of those who do not own cars cited shuttles as the "main reason" they did not own a car.
- 47% of shuttle riders said they would drive alone to work if a shuttle were not available.
- Shuttles remove nearly 4.3 million vehicle miles traveled from the region's streets each month.

Traffic, transit and safety issues

- Average shuttle dwell times grew from about 58 seconds to about 62 seconds from June 2014 to June 2015.
- On a per-stop-event basis, instances of shuttles blocking Muni decreased by 35% from the pre-pilot to during-pilot data collection periods.
- Twelve of the 20 zones (60%) observed in June 2015 saw no Muni buses blocked at all.
- An average of 2.7% of shuttle stop-events resulted in blocking Muni access to a zone.

- Across all the 706 shuttle stop-events observed in June 2015, a total of 19 Muni buses were temporarily prevented from accessing the Muni zone.
- The delay per Muni run (Muni makes over 1,200 runs every weekday) is approximately four seconds.
- Seven of the eight shuttle-only zones not shared with Muni saw no blocked Muni buses at all in the June 2015 field data collection.
- Shuttles block travel and bike lanes about 35% of the time that they stop.
- Shuttles block drivers' views of pedestrians, or block crosswalks, less than 2% of the time that they stop.

Enforcement and community feedback

- Between the beginning of the Pilot Program in August 2014 and the end of May 2015, SFMTA enforcement officers issued 1200 citations to shuttle buses, or an average of 103 citations per month.
- The most common citations issued to shuttle buses were for double-parking and non-permitted use of a Muni zone.
- 69% of public comments focused on shuttles being in a place where they are either not permitted or not appreciated: idling on streets, using weight-restricted streets, using unauthorized stops, or simply being unwelcome on the streets of San Francisco.
- Safety-related comments (unsafe driving, blocking crosswalks, and blocking bike lanes) made up 34 of 296 comments, or 11%.

Pilot Program overview

The Pilot Program applies to privately operated transportation services that move commuters to, from, and within San Francisco. Services that are arranged by an employer, building, or institution to provide transportation from home to work, work to home, last-mile to work, or work site to work site are eligible to participate in this program.

To implement the Pilot Program, the SFMTA designated, and marked with appropriate signage, approximately 100 Muni zones and approximately 20 limited-hours permitted-shuttle-only loading zones for participating shuttle providers to load and unload passengers. These shuttle zones were determined by first soliciting suggestions for locations from shuttle providers and members of the public via an online map. The suggested shuttle zones were then reviewed with transit and other divisions within the SFMTA to attempt to limit any adverse impacts on Muni operations, traffic flow, or safety for people walking and biking. SFMTA staff worked extensively with shuttle providers to determine the best shuttle zones that would have minimal impacts to the transportation system. The original network of shuttle zones was then approved by the SFMTA Board.

Commuter shuttle zones are indicated by signs and painted curbs (red curbs at Muni zones, and white curbs at loading zones). The Pilot Program did not include modifications to existing Muni transit routes and did not remove or relocate any existing Muni bus stops.

A map and a list of Muni zones and passenger loading white zones currently designated as commuter shuttle zones for the Pilot Program are available on the SFMTA's Pilot Program project page.[1] Over the course of the Pilot Program, some zones have been added, removed, moved or lengthened to accommodate the transportation, safety, or community concerns, such as:

- Muni-dictated changes to the Muni stop network as a result of Muni Forward or other projects
- Changes to pedestrian or bike infrastructure that may eliminate a loading zone
- Tree conflicts or other height-clearance hazards
- Heavier-than-expected (or increased) shuttle demand
- Lower-than-expected (or decreased) shuttle demand
- Streetscape projects that change or prevent commuter shuttles' ability to access an existing loading zone

The Pilot Program required the removal or restriction of a limited number of existing on-street parking spaces in order to extend the length of a few Muni and loading zones. Added shuttle loading zones typically required the use of 60 to 100 feet of curb space for loading during certain hours, restricting parking at that curb space during those hours only. All changes to zone locations or lengths during the Pilot Program were submitted for public review and comment at publicly noticed SFMTA hearings.

The Pilot Program did not dictate the routing of individual shuttles, though all shuttle providers were required to comply with San Francisco's commercial vehicle, weight, and passenger restrictions for designated streets. Additionally, permitted commuter shuttles were encouraged, through outreach by SFMTA staff to the companies providing shuttle services, to select routes that follow arterial streets and avoid residential streets.

With the approval of the SFMTA Board, the Pilot Program charged a fee to shuttle providers to recover the costs associated with planning, administering, maintaining and updating the program and the network of stops. The fee is charged on a per-stop-event basis, in order to charge more to those participating providers who make more use of the zone network. For Fiscal Year 2016, which began on July 1, 2015, the fee is $3.67 per

[1] Map: https://www.sfmta.com/sites/default/files/projects/2015/Pilot%20Shuttle%20Network%20150818%20%28map%29.pdf

List: https://www.sfmta.com/sites/default/files/projects/2015/Shuttles%20Network%20150818%20%28list%29.pdf

stop-event, per shuttle. Thus, a shuttle provider with 10 buses making 10 stop-events each per day would be charged $3.67 x 10 shuttles x 10 stop-events per day = $367 per day.

The Pilot Program required shuttle providers to apply for permits to participate in the program. In order to receive a permit, shuttle providers were required to provide, among other things: vehicle registration and license information; the estimated number of stop-events the shuttle provider would make at each zone in the network on a typical day; and GPS data regarding the real-time location and stop-events of each shuttle in the Pilot Program. The Pilot Program required that shuttle providers reapply for all permits by February 1, 2015—six months in to the Pilot Program.

Currently, 16 shuttle providers participate in the Pilot Program. Most shuttle vehicles are either cutaway buses (buses/shuttles formed by a small- to medium- truck chassis attached to the cabin of a truck or van, also called “mini buses”) or motor coaches (also called “over the road” coaches) of either 40 or 45 feet in length designed for transporting passengers on intercity trips.

The most-used zones see more than 100 shuttle stop-events per day, while some zones in the network see no stop-events at all. The corridors or locations with the most shuttle traffic in the Pilot Program include:

- Lombard,
- Van Ness,
- Divisadero/Castro,
- Valencia,
- 24th/25th Street in the Mission/Noe Valley,
- 30th Street in Noe Valley, and
- Townsend/Fourth Street near the Caltrain station.

Shuttle activity

The Pilot Program shuttle loading zone network

To create the shuttle loading zone network, the SFMTA invited shuttle operators to propose zones to be included in the network, and sought input from community members and Muni operators and inspectors on zones to be included in or excluded from the network and factors to consider in evaluating proposed zones. Shuttle operators initially submitted requests for 240 zones across the City. SFMTA transit service planning and engineering staff evaluated requested stops in light of community input, Muni operations and stop configuration to propose a pilot network of shared stops. The pilot network of shared zones, zone extensions, and shuttle-only zones was submitted for public review at SFMTA engineering hearings.

At the time of the Pilot Program launch, a shuttle loading zone network of 101 zones was created. The shuttle zone network has since grown to 124 zones. Assuming that the shuttle providers' initial requested list of zones is an accurate representation of the locations at which shuttles were loading before the Pilot Program, the Pilot Program's zone network reduced shuttle loading locations by nearly 50%.

As of July 2015, 14 of the approved zones have seen zero stop-events. Of these zones, seven were included in the Pilot Program network despite the fact that they were not requested by shuttle operators, for geographic diversity, in response to residents' requests, and to determine if shuttle operators would use them. The other seven zones that currently see no shuttle stop-events were, in fact, initially requested by the shuttle operators. In contrast, all of the 25 most-used zones were initially requested by shuttle operators (or are within two blocks of a zone location requested by a shuttle operator). This suggests a few conclusions:

- To some extent, shuttle-riding populations attract shuttle operators to where they live, rather than shuttle-riding populations being drawn to shuttle zones;
- Shuttle demand changes rapidly enough, especially at lower-use zones, that zones that were used one year ago now get no use at all; and
- The high-demand areas before the Pilot Program continued to be high-demand areas during the pilot.

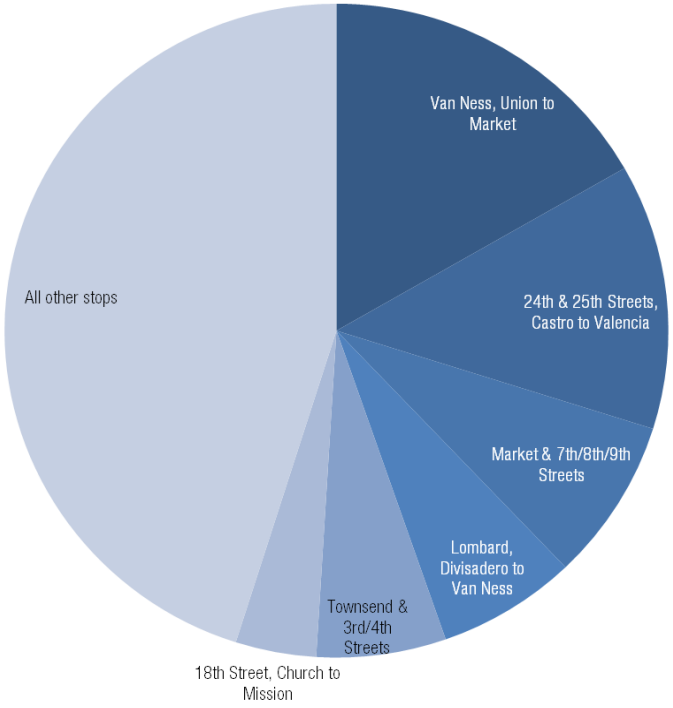
Shuttle stop-event activity

As a requirement of the Pilot Program, each month shuttle operators are required to provide an estimate of daily stop-events made by their shuttle vehicles at each zone in the network. Shuttles make an average of nearly 3,000 stop-events every weekday.

Stop-events tend to be concentrated on certain corridors. In July 2015, Van Ness between Union and Market saw an estimated 498 stop-events per day, or 17% of all the daily stop-events in the City. The top 20% of zones saw 58% of all stop-event activity.

The busiest areas for shuttle stop-events are:

Daily shuttle stop-event distribution, July 2015	
Area	Stop-events
Van Ness, Union to Market	498
24th & 25th Streets, Castro to Valencia	391
Market & 7th/8th/9th Streets	239
Lombard, Divisadero to Van Ness	202
Townsend & 3rd/4th Streets	188
18th Street, Church to Mission	117
All other stops	1,343
Total	**2,978**



The number of stop-events made by shuttles has grown over time. In June 2014, before the official launch of the Pilot Program, shuttles made an estimated 2302 daily stop-events at zones in the network. In July 2015, shuttles were estimated to make 2978 daily stop-events at zones in the network, a 29% increase.

In addition, the pilot network of designated zones has grown since the beginning of the Pilot Program. In June 2014, there were 101 zones in the network, compared to 124 in July 2015, a 23% increase. The 26 zones added to the network since June 2014 now see an estimated 344 stop-events per day, while the three zones removed since June

2014 saw six stop-events per day, for a net change of 338 additional stop-events per day. Because the zone network has grown along with the number of stop-events, the average number of daily stop-events per zone has grown by just one from June 2014 to July 2015, from 23 to 24.

The field data collection effort, which focused on 20 representative zones from before and during the Pilot Program, provides a more detailed look at changes in regulation on traffic and safety at individual zones. That data is analyzed below.

Shuttle rider boardings

Shuttles participating in the permit program see 356,998 boardings per month, or 17,000 boardings on an average weekday (a boarding is one person riding a shuttle in one direction, with origin or destination in San Francisco). Of the total monthly boardings, 270,253 are on intercity regional shuttle trips, and 86,745 are on shuttle trips that begin and end in San Francisco. Assuming that most people board the shuttle twice in a day, this means that an average of 8,500 people ride a permitted shuttle each day. Shuttles load or unload an average of 5.7 people per stop-event.

Shuttle miles traveled

Intercity regional shuttles travel an average of 47 miles one-way, while intracity shuttles, which primarily ferry people between transit hubs and business locations, have average trip lengths of two miles.

Across the Pilot Program, the aggregate shuttle vehicle miles traveled (VMT) in service of commuter shuttle operations is an estimated 47,484 per weekday, 997,156 per month, and 11,965,877 per year.[2] The table below compares shuttle VMT with estimates of total VMT in San Francisco, San Mateo and Santa Clara Counties.[3]

Average weekday VMT	VMT	% of total
Pilot program shuttles	47,484	0.06%
San Francisco	8,846,000	12%
San Mateo	18,817,200	26%
Santa Clara	45,459,100	62%

[2] These numbers include vehicle miles traveled on “deadhead” trips, or trips made by empty shuttles to a waiting or overnight location.

[3] Vehicle miles traveled data for San Francisco, San Mateo and Santa Clara counties comes from: http://www.mtc.ca.gov/maps_and_data/datamart/stats/vmt.htm

Shuttle vehicles and occupancy

As of March 2015, shuttle operators had registered 479 vehicles for use in the permit program. The table below shows the different vehicle types and specifications (note that not all registered vehicles are used every day—many permittees register back-up vehicles or whole fleets to enable operational flexibility):

Shuttle vehicle types	
Motor Coaches (typical 40+ passenger intercity bus, including double decker vehicles)	399
Urban buses (low floor 30-40 passenger bus, similar to a Muni bus)	30
Mini buses (20-30 passengers)	40
Vans (6-12 passengers)	10
Total	**479**

Single-decker motor coach

Double-decker motor coach

Mini bus (cutaway van)

Van

The majority of these vehicles are motor coaches, which are as long as most Muni buses and often much taller. The seating capacity of the double-decker motor coaches is more than twice that of the smaller mini buses.

As will be discussed in more detail below, the size of the shuttle vehicles has raised concerns among some community members, who question whether the charter bus-style shuttles are appropriate for narrow, residential streets or streets with high concentrations of people walking and biking. In addition, the SFMTA has received many anecdotal accounts claiming that the large shuttle buses were not full.

To determine (a) the relative occupancy levels of the shuttles and (b) how many vehicles would be added to the streets if those larger buses were replaced with smaller vehicles, the SFMTA obtained from the shuttle operators a sampling of average occupancy rates for regional runs by the larger motor coach shuttles.[4] The sample included 225 intercity motor coach runs, which carried 6,555 passengers on an average day.

Motor coaches are available as either single-decker or double-decker. Single-decker motor coaches accommodate 50-56 passengers, while double-decker motor coaches accommodate 60-80 passengers. Typical cutaway shuttles accommodate about 30 passengers. For the 225 motor coach runs for which shuttle operators provided data, occupancy upon exiting San Francisco ranged from 4 to 67, with an average occupancy of 29 riders.[5] Based purely on these numbers, 29 riders per shuttle could be accommodated by 225 smaller 30-seat cutaway vehicles, exactly the number of large motor coaches in the sample. However, by definition, an average occupancy of 29 does not mean that each specific shuttle run has 29 passengers and could be accommodated by a 30-seat bus—some runs have more than 29 passengers, some have fewer. In addition, the total number of 30-seat cutaway vehicles that would be required to accommodate these passengers varies further when including the following considerations:

- Shuttle operators plan for shuttle occupancy not to exceed a certain level, to ensure that riders are not left behind in the event of higher-than-expected ridership on a particular day. A survey of Pilot Program participants indicates that shuttles in the Pilot Program generally plan, on average, not to exceed 75% occupancy.
- If there were a restriction on vehicles larger than 30-seat cutaways, shuttle providers might be able to reshuffle their routes and schedules to ensure that vehicles were as full as possible and reduce the number of buses needed to accommodate the 6,555 passengers from the 225-bus sample. In an ideal world, which is in reality prevented by considerations of geography, schedules, and contingencies, bus runs would be redistributed so that every run has a full bus every time.

These considerations suggest a range of options were there a limitation on the use of large motor coaches: from replacing each current motor coach run with at least one (and sometimes two or more) 30-seat cutaway vehicles running at a maximum of 75% capacity, to a completely reshuffled schedule that fills every 30-seat cutaway bus to 100% capacity. The table below shows the number of 30-seat cutaway vehicles that would be needed to accommodate the riders in the 225-motor coach sample using four different

[4] For purposes of this analysis, smaller vehicles are excluded, as the smaller vehicles do not present the same space and maneuverability issues as the charter buses. Intracity runs are excluded because they almost exclusively use smaller vehicles.

[5] It should be noted that some shuttle operators make continued stops along the Peninsula on their way to destinations on the Peninsula and in the South Bay, meaning that the average occupancy of the motor coaches upon reaching their destinations may be well above 29.

assumptions.[6]

Replacing 225 motor coaches with smaller vehicles	Total 30-seat vehicles needed
Same runs at 75% capacity	398
Same runs at 100% capacity	333
Runs reshuffled at 75% capacity	291
Runs reshuffled at 100% capacity	218

Even assuming that each run currently made by a motor coach would have to be replaced by at least one 30-seat cutaway vehicle, which would nearly double the number of vehicles on the streets, shuttles would continue to compose a small fraction of the total number of vehicles on San Francisco's streets, and would have a negligible impact on overall traffic congestion. However, more buses would mean more vehicle miles traveled, which may marginally increase greenhouse gas emissions and could increase the likelihood of a serious or fatal collision.

Shuttles' impact on drive-alone vehicle trips

Shuttles' impact on transportation choices

In June 2015, the SFMTA distributed a survey via shuttle operators and employer sponsors to shuttle riders to determine the impact of shuttle availability on their transportation choices. 546 shuttle riders responded to the survey; 418 (77%) were intercity regional shuttle riders, while 128 (23%) rode intracity shuttles. This split of riders matches the share of boardings for intercity (76%) and intracity shuttles (24%).

Shuttle riders are widely dispersed among neighborhoods in the City, though the top ten neighborhoods of origin are concentrated in the Mission and the northeastern quadrant of the City. The top ten neighborhoods house 55% of total survey respondents, while the remaining 45% of survey respondents are scattered across 56 other neighborhoods.

Neighborhoods of origin	Total riders
Mission	60
Mission Bay	47
Noe Valley	45
SoMa	36
Nob Hill	21

[6] This analysis does not address potential other seating configurations for commuter shuttles. For example, some shuttle vehicles are equipped with tables to facilitate working on the bus. These configurations may reduce bus capacity while serving other operational needs.

Castro	20
Marina/Cow Hollow	19
Pacific Heights	18
Lower Haight/NoPa	16
North Beach	16
Other Neighborhoods	248

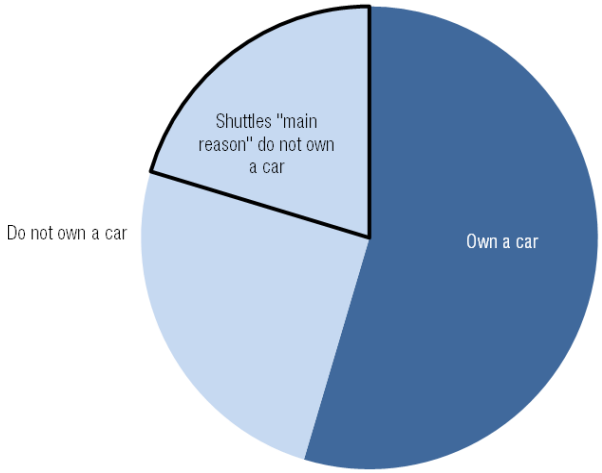
The vast majority of survey respondents work in the Peninsula/South Bay, with more than half of survey respondents working in Menlo Park. (The survey intentionally did not ask for the names of employers, though the prevalence of Menlo Park as a work destination suggests that many Facebook employees completed the survey.)

Workplace location	Total riders
Menlo Park	298
San Francisco	128
Mountain View	42
Sunnyvale	41
Cupertino	19
All other locations	18

Nearly 72% of survey respondents ride the shuttle every work day:

Shuttle trip frequency	Total riders	Percent of total
Every day	391	71.6%
A few times a week	95	17.4%
A few times a month	40	7.3%
Less than once a month	20	3.7%

Nearly half (45%) of survey respondents do not own cars, and 45% of those who do not own cars cited shuttles as the “main reason” they did not own a car:



Nearly 50% of survey respondents said they would drive alone to work if a shuttle were not available. The table below shows the breakdown of how survey respondents said they would get to work in the absence of a shuttle:

How would you get to work without the shuttle?	Riders	Percent of total
Drive alone	257	47.2%
Public transit	158	29.0%
Get a job closer to home	75	13.8%
Carpool	28	5.2%
Move closer to work	26	4.8%

These numbers suggest that, for 47% of shuttle riders, shuttles displace drive-alone trips. In sum, assuming survey respondents' views of their behavior in the absence of shuttles is accurate, it appears that shuttles take substantial numbers of cars off the streets.

Shuttles' impact on vehicle miles traveled

The principal purpose of employer-sponsored shuttles is to provide commuters an alternative to drive-alone trips. To determine whether shuttles are actually taking cars off the road, the SFMTA collected the following data from participating shuttle operators:

- Monthly boardings (includes all boardings for all trips)
- Average one-way trip length

- Monthly miles traveled by each shuttle vehicle (includes “deadhead” miles, when empty shuttles return to a starting point or resting place)

As a whole, shuttles saw 356,997 boardings every month—76% on regional intercity shuttles, 24% on intracity shuttles. Assuming that everyone who rides the shuttles takes two trips per day (to work and back), an estimated 8,500 people ride the shuttles in the Pilot Program on an average weekday.

The average shuttle trip length of intercity shuttles was 47 miles, and approximately two miles for intracity shuttles. Below is a calculation of the number of vehicle miles that shuttles remove by taking private automobiles off the streets. This calculation is obtained using the results of the rider survey, and assumptions regarding the amount of driving shuttle riders would do if they drove alone, carpooled, moved closer to home or moved closer to work. As discussed above, the shuttle rider survey showed that 47% of shuttle riders would drive alone to work if a shuttle were not available. Applying that figure, and the one-way shuttle trip length, the table below shows that shuttles reduce the total number of vehicle miles traveled by removing private automobiles from the streets:

Monthly VMT reductions attributable to shuttles	Regional	Intracity
VMT eliminated by shuttles	5,166,396	127,598
Shuttle miles traveled		997,156
Net monthly reduction in VMT		**4,296,837**

Traffic, transit and safety issues

A chief objective of the Pilot Program was to dedicate curb space for loading and unloading of private shuttles in order to minimize commuter shuttles’ conflict with Muni and other users of the streets. Delays to Muni, boardings away from the curb, traffic back-ups, blocking bike lanes, or blocking crosswalks or pedestrian visibility may occur when multiple vehicles (either more than one shuttle or a shuttle bus and a Muni bus) are competing for limited curb space, or when shuttle drivers do not take care to pull entirely out of the travel lane to load or unload.

Field data collection at representative shuttle zones

The SFMTA conducted field data collection in June 2014, before the start of the Pilot Program, and in June 2015, during the Pilot Program, to examine the impact of the Pilot Program on traffic conflicts and safety issues potentially caused by shuttle activity.

This field data collection effort observed shuttle and Muni activity at 20 shuttle zone locations: 10 in the morning (6:45-9:15am) and 10 in the evening (5:30-8:00pm) commute period. Data was collected in the field by SFMTA staff observing stop activity at the selected locations, usually in 2.5-hour increments.

The field data collection locations were chosen with the following considerations in mind:

- **Obtaining a reasonable sample of total stop-events made by commuter shuttles on a typical day.** The pre-pilot data collection observed 372 total stop-events, or 16% of the 2302 average daily estimated stop-events in June 2014. The during-pilot data collection observed 706 total stop-events, or 24% of the 2978 average daily estimated stop-events in July 2015.
- **Observing shuttles at various types of zones.** In order to measure the impact of shuttles on various types of zones and streets, the SFMTA identified four zone types:
    - Muni rapid/frequent zone
    - Muni non-rapid/frequent zone
    - Non-Muni zone
    - On a street with a bike lane
- **Observing shuttles in geographically diverse and high-profile locations.** To the extent possible, sample zones were chosen to provide geographic diversity, and represent various areas in San Francisco where shuttles operate. Zones range from Lombard/Pierce Streets in the north to Valencia/25th Street in the south, to 19th Avenue and Taraval/Wawona in the west. Zones also cover several sites in the Mission, where shuttle activity has received significant attention.

The during-pilot field data collection effort observed zones that corresponded as closely as possible to the pre-pilot zones observed:

- Geographically: during-pilot zones were either the same zone observed in the pre-pilot data collection effort, or, in cases where previously used zones had been substituted with zones with lower bus frequencies, the Pilot Program's replacement zone
- Time of day: pre-pilot AM zones were observed in the AM during-pilot; pre-pilot PM zones were observed in the PM during-pilot

The pre-pilot zones, during-pilot zones, and combined "zone names" are shown in the table below.[7]

Pre-pilot zone	During-pilot zone	Zone name
4th St&Townsend St SW-FS/BZ (AM)	Townsend & 4th, Midblock WZ (AM)	**4th & Townsend**
16th St&Mission NE-NS/BZ (PM)	16th St&Mission SE-FS/BZ (PM)	**16th & Mission**
16th St&Mission NE-NS/BZ (AM)	16th St & South Van Ness, SW/WZ (AM)	**16th & Mission/South Van Ness**
19th Ave&Taraval St NE-FS/BZ (PM)	19th Ave & Wawona, SE/BZ (PM)	**19th & Taraval/Wawona**
24th St&Castro St SE-FS/BZ (AM)	Castro St&25th St, SE-NS/BZ (AM)	**Castro & 24th/25th**

[7] The first street listed in a zone name is the street upon which the zone appears. "FS" means far-side of intersection, "NS" means near-side. "BZ" means bus zone (i.e., an already existing Muni zone). "WZ" means white zone (i.e., a shuttle-only loading zone).

Pre-pilot zone	During-pilot zone	Zone name
Church St&16th St NW-NS/BZ (AM)	Church St & 15th St, NW/WZ (AM)	**Church & 15th/16th**
Church St&Duboce Ave SE-NS/SI (PM)	Church St & Market St, NE corner/WZ (PM)	**Church & Market**
Divisadero St&Haight St NE-FS/BZ (PM)	Divisadero St & Oak St, NE/BZ (PM)	**Divisadero & Haight/Oak PM**
Divisadero St&Geary Blvd SW-FS/BZ (AM)	Divisadero St&Geary Blvd SW-FS/BZ (AM)	**Divisadero & Geary**
Divisadero St&Haight St SW-FS/BZ (AM)	Divisadero St&Haight St SW-FS/BZ (AM)	**Divisadero & Haight AM**
Fillmore St&Jackson St NE-FS/BZ (PM)	Fillmore St&Jackson St NE-FS/BZ (PM)	**Fillmore & Jackson**
Lombard St&Pierce St NE-NS/BZ (PM)	Lombard St&Pierce St NE-NS/BZ (PM)	**Lombard & Pierce**
Van Ness Ave&Oak St NW-NS/BZ (AM)	South Van Ness & Market St, SW/WZ (AM)	**Van Ness & Market AM**
Valencia St&24th St SW-FS/BZ (AM)	Valencia St&24th St SW-FS/BZ (AM)	**Valencia & 24th**
Valencia St&25th St NE-FS/BZ (PM)	Valencia St&25th St NE-FS/BZ (PM)	**Valencia & 25th**
Van Ness Ave&Market St NE-FS/BZ (PM)	Van Ness Ave&Grove St, NE-FZ, BZ (PM)	**Van Ness & Market PM**
Van Ness Ave&Sacramento St NW-NS/BZ (AM)	Van Ness Ave & Sacramento St, SW/WZ (AM)	**Van Ness & Sacramento**
Van Ness Ave&California St NE-FS/BZ (PM)	Van Ness Ave&California St NE-FS/BZ (PM)	**Van Ness & California**
Van Ness Ave&Union St SE-NS/BZ (PM)	Van Ness Ave&Union St SE-NS/BZ (PM)	**Van Ness & Union PM**
Van Ness/Union SW/WZ (AM)	Van Ness/Union SW/WZ (AM)	**Van Ness & Union AM**

Data collection methodology

Data collectors recorded the following information at each shuttle zone:

- Shuttle identifying information (license plate number or Pilot Program placard number)
- Shuttle arrival and departure time
- Number of shuttle passengers boarding/alighting
- Number of Muni vehicle stop-events at the location, or, at non-Muni shuttle zones, the number of Muni vehicles that stopped at the Muni zone nearest the shuttle zone
- Traffic conflicts: whether each shuttle
    - Blocked travel lane
    - Blocked bike lane
    - Blocked right-turning cars from seeing crossing pedestrians (“right turn/near-side”)
    - Double parked (also recorded as blocking travel lane)
    - Could not access stop (because another shuttle, Muni, or another vehicle blocked access)

    - Prevented an arriving Muni bus from accessing stop
    - Prevented an arriving shuttle bus from accessing stop
    - Loaded/unloaded in street
    - Led to Muni loading/unloading in street
- Any other conflicts (e.g., blocked crosswalk)
- Any other issues that may have affected traffic in and around the stop (e.g., road construction, illegally parked vehicle, etc.)

Most of the selected zones experienced substantial activity, leaving data collectors with limited time. Thus, data collectors did not record the following information:

- Muni arrival or departure times
- Number of passengers boarding/alighting on Muni
- Specific instances of people who experience disabilities (or other platform lift users) being denied access to a Muni bus (note that a Muni bus loading/unloading in the street is a general proxy for the Muni bus, and thus any platform lift users on the Muni bus, being denied access to the curb)

Shuttle frequency

Shuttle frequency (measured by stop-events) at the observed zones increased by nearly 80% from June 2014 to June 2015, while Muni frequency rose by 8.5%.

Average vehicles per hour per stop	Shuttles	Muni
June 2014	7.87	7.83
June 2015	14.12	8.50
Change	80%	8.5%

This substantial increase in stop-events at the observed zones likely results from a combination of:

- The overall increase in shuttle activity over the course of the pilot. Total estimated stop-events by shuttles increased by 29% from June 2014 to July 2015
- A slight increase in the total hours spent observing shuttle activity for the during-pilot field data collection
- A concentration of shuttle stop-event activity at particular high-demand zones—many of which were included in the field data collection effort—as a result of the Pilot Program's requirement that shuttles limit their loading and unloading to the zone network, rather than at zones across the City. The table below shows a

doubling or tripling of shuttle activity in major zones like Lombard, Van Ness, and Castro:

Shuttles per hour	Pre-pilot	During pilot
4th & Townsend	12	11.2
16th & Mission	9.9	0.4
16th & Mission/South Van Ness	8	6.8
19th & Taraval/Wawona	6	8.8
Castro & 24th/25th	3.6	11.6
Church & 15th/16th	1.6	7.2
Church & Market	2.8	6.4
Divisadero & Haight/Oak PM	7.4	10.8
Divisadero & Geary	8	8.4
Divisadero & Haight AM	8.6	17.6
Fillmore & Jackson	0.4	4.4
Lombard & Pierce	7.6	19.2
Van Ness & Market AM	8.5	14
Valencia & 24th	10.3	16
Valencia & 25th	14	20.8
Van Ness & Market PM	8.8	16.8
Van Ness & Sacramento	9.5	24
Van Ness & California	10	28
Van Ness & Union PM	5.2	17.6
Van Ness & Union AM	15.2	32.4

Average shuttle dwell times were higher, by slightly less than five seconds, for the June 2015 data observations.[8] This difference likely results from random fluctuations in the data rather than distinct changes to shuttle operations.

Average shuttle dwell times (seconds)	AM zones	PM zones	Average
June 2014	67.2	48	57.6
June 2015	69	55.8	62.4
Change	1.8	7.8	4.8

Shuttle and Muni conflicts

One of the principal objectives of the Pilot Program was to minimize or avoid shuttle

[8] The 4th & Townsend zone was removed for purposes of the dwell time analysis. With a during-pilot average shuttle dwell time of nearly five minutes, it was almost five times longer than the average dwell time for all other zones, likely due to its proximity to the Caltrain depot.

conflicts with Muni, whenever possible. To that end, the Pilot Program shuttle zone network included zones on lower-frequency Muni lines and exclusive shuttle loading zones near, but not shared with, Muni zones. The table below compares the number of times that a Muni bus was temporarily blocked by a shuttle from accessing a Muni zone, pre- and during-pilot. Zones that are shuttle-only appear in bold.

Blocked Muni vehicles per hour	Pre-pilot	During pilot
4th & Townsend	0.8	0
16th & Mission	0	0
16th & Mission/South Van Ness	0.4	0
19th & Taraval/Wawona	0	0
Castro & 24th/25th	0	0
Church & 15th/16th	0	0
Church & Market	0	0
Divisadero & Haight/Oak PM	0	0.4
Divisadero & Geary	1.2	0
Divisadero & Haight AM	0.2	0.8
Fillmore & Jackson	0.4	0.4
Lombard & Pierce	0	0
Van Ness & Market AM	0	0
Valencia & 24th	0.86	1.6
Valencia & 25th	0	0.4
Van Ness & Market PM	0	0.8
Van Ness & Sacramento	1	0.4
Van Ness & California	0.8	0
Van Ness & Union PM	0	3.2
Van Ness & Union AM	1.2	0

On a per-stop-event basis, instances of shuttles blocking Muni decreased by 35% from the pre-pilot to during-pilot data collection periods (this factors in the 80% increase in shuttle stop-events). Twelve of the during-pilot zones saw no Muni buses blocked at all (60% of the 20 zones observed), compared to 11 pre-pilot. During-pilot, an average of 2.7% of shuttle stop-events resulted in blocking Muni access to a zone. Two locations saw Muni blockages at 10% or more of shuttle stop-events:

Shuttles blocking Muni	Per hour	Percentage of stop-events
4th & Townsend	0	0%
16th & Mission	0	0%
16th & Mission/South Van Ness	0	0%
19th & Taraval/Wawona	0	0%
Castro & 24th/25th	0	0%
Church & 15th/16th	0	0%

Church & Market	0	0%
Divisadero & Haight/Oak PM	0.4	4%
Divisadero & Geary	0	0%
Divisadero & Haight AM	0.8	5%
Fillmore & Jackson	0.4	9%
Lombard & Pierce	0	0%
Van Ness & Market AM	0	0%
Valencia & 24th	1.6	10%
Valencia & 25th	0.4	2%
Van Ness & Market PM	0.8	5%
Van Ness & Sacramento	0.4	2%
Van Ness & California	0	0%
Van Ness & Union PM	3.2	18%
Van Ness & Union AM	0	0%
Average	**0.4**	**3%**

Across all the during-pilot field data collection locations, which saw 706 total stop-events, or 24% of the 2978 stop-events that happen at all network zones on a typical day, a total of 19 Muni buses were temporarily prevented from accessing the Muni zone. Assuming that every blocked Muni bus was denied access for the average shuttle dwell time (62.4 seconds), and extrapolating that experience over 2978 total daily stop-events, shuttles add a total of 83 minutes per day of delay into the Muni system. The delay per Muni run (Muni makes over 1,200 runs every weekday) is approximately four seconds.

Seven of the eight shuttle-only zones not shared with Muni saw no blocked Muni buses at all. The shared Muni zones that experienced increased numbers of Muni vehicles blocked pre-pilot to during-pilot also saw considerable increases in the number of shuttle stop-events.

Change in blocked Muni buses and shuttle stop-events, 2014 to 2015	Blocked Muni per hour increase	Shuttle stop-event increase
Divisadero & Haight/Oak PM	0.4	46%
Divisadero & Haight AM	0.6	105%
Valencia & 24th	0.7	56%
Valencia & 25th	0.4	49%
Van Ness & Market PM	0.8	91%
Van Ness & Union PM	3.2	238%

In addition, the two zones that saw the most Muni conflicts pre-pilot—Van Ness & Union PM and Divisadero & Geary—were replaced with shuttle-only zones under the pilot program. Those zones both saw the number of blocked Muni buses drop to zero in the during-pilot data collection.

The number of Muni conflicts seen at shared shuttle-Muni zones did not appear to correspond to Muni frequency at those zones: on average, the number of blocked Muni vehicles at shared shuttle-Muni zones varied by 0.2 per hour from low-frequency to high-frequency Muni lines. Van Ness & California, which sees 13.5 Muni buses per hour, had no Muni conflicts, while Valencia & 24th, which sees only 3 Muni buses per hour, had 1.6 Muni conflicts per hour.[9]

While increased shuttle frequency did generally correlate with increased shuttle-Muni conflicts, the three highest-activity shuttle zones saw zero or very few Muni buses blocked. The Van Ness & California zone is notable, since it had the highest shuttle frequency and two high-frequency Muni lines, but no blocked Muni buses.

Shuttle buses and blocked Muni buses per hour	Shuttles per hour	Blocked Muni buses per hour
16th & Mission	0.4	0
Fillmore & Jackson	4.4	0.4
19th & Taraval/Wawona	8.8	0
Divisadero & Haight/Oak PM	10.8	0.4
Castro & 24th/25th	11.6	0
Valencia & 24th	16	1.6
Van Ness & Market PM	16.8	0.8
Divisadero & Haight AM	17.6	0.8
Van Ness & Union PM	17.6	3.2
Lombard & Pierce	19.2	0
Valencia & 25th	20.8	0.4
Van Ness & California	28	0

These data points suggest the following conclusions about shuttle-Muni conflicts:

- While more shuttles may lead to more conflicts with Muni, it is possible to have high shuttle frequency without any Muni conflicts at all, and
- When shuttles are provided exclusive zones for loading and unloading, conflicts with Muni are erased almost completely.

Other traffic conflicts

Shuttles that fail to pull all the way to the curb, or are denied access to the curb by

[9] This was a known risk of the Pilot Program: that by reducing conflicts at busy stops, less busy stops might seen an increase in conflicts.

another shuttle, a Muni bus, or another vehicle, can cause traffic conflicts by blocking the travel lane or the bike lane.

The Pilot Program attempted to address these issues by, among other things:

- Providing shuttles with permitted Muni zones in which to stop outside the flow of traffic;
- Extending shuttle zones or creating shuttle-only zones; and
- Confining shuttles as much as possible to low-frequency Muni zones where they are less likely to encounter a Muni bus.

Because more shuttle stop-events means greater opportunities for shuttles to block traffic or bike lanes, traffic conflicts would be expected to rise with shuttle stop-events. To control for changes in shuttle stop-events pre-pilot to during-pilot, the table below looks at traffic conflicts as a percentage of stop-events at each zone. Zones that are shuttle-only appear in bold.[10]

Hourly blocked travel or bike lanes as a percentage of hourly stop-events	Pre-pilot	During pilot
4th & Townsend	73%	25%
16th & Mission	12%	0%
16th & Mission/South Van Ness	18%	94%
19th & Taraval/Wawona	7%	68%
Castro & 24th/25th	78%	10%
Church & 15th/16th	0%	28%
Church & Market	0%	0%
Divisadero & Haight/Oak PM	100%	15%
Divisadero & Geary	5%	90%
Divisadero & Haight AM	7%	0%
Fillmore & Jackson	100%	73%
Lombard & Pierce	42%	98%
Van Ness & Market AM	12%	0%
Valencia & 24th	29%	105%
Valencia & 25th	29%	17%
Van Ness & Market PM	9%	7%
Van Ness & Sacramento	0%	30%
Van Ness & California	16%	7%
Van Ness & Union PM	23%	0%
Van Ness & Union AM	8%	26%

At five of the eight shuttle-only zones, blocked travel and bike lanes as a percentage of shuttle stop-events increased from pre-pilot to during-pilot, sometimes substantially.

[10] The Valencia & 24th zone saw blocked travel and bike lanes in excess of 100% because two shuttles managed to block both the bike and travel lane at the same time.

A comparison of zones placed on the near side of intersections or mid-block to zones placed on the far side of intersections (which provides more room in front of the zone for shuttles to maneuver to the right and out of travel or bike lanes) shows that far-side zones are much less likely than near-side zones to result in blocking travel or bike lanes:

Hourly blocked travel or bike lanes as a percentage of hourly stop events	
Near-side zones	51%
Far-side zones	23%

This data suggests the following conclusions:

- Shuttles block travel and bike lanes about 35% of the time that they stop
- Increased training and enforcement may be necessary to ensure that shuttle drivers pull shuttle vehicles completely into the zone and out of traffic or bike lanes
- When possible, far-side zones are preferred for minimizing blockages of travel and bike lanes

Pedestrian safety issues related to shuttle size and placement

In the context of shuttle buses, pedestrian safety issues focus on crosswalks: whether shuttle buses are preventing right-turning drivers from seeing pedestrians who may be crossing in front of a shuttle at a near-side stop, and whether the shuttle bus itself blocks a crosswalk.

Blocking view of right-turn drivers

Because of their size, shuttles at near-side zones often block the view of drivers attempting to make a right turn, but only under all of the following conditions: (a) the shuttle is stopped at the near side of the intersection, (b) a driver in another vehicle is attempting to make a right turn around the shuttle (that is, from the left of the stopped shuttle), and (c) pedestrians are crossing in front of the shuttle and may not be seen by the car driver. Because this issue only arises in limited circumstances, it was observed at 2% of stop-events in both the pre-pilot and during-pilot data collection periods. Twelve of the 16 during-pilot instances happened at Lombard & Pierce, the busiest near-side zone for which data was collected.

Blocking crosswalks

Another infrequent but important pedestrian safety issue is shuttle vehicles blocking crosswalks. This usually occurs when a shuttle driver misjudges a light or attempts to access a zone that is already occupied by another vehicle. Shuttles blocked crosswalks six times out of 706 stop-events observed, or less than 1% of the time.

Conclusions

As with the blocking of travel and bike lanes, the surest solution for the issue of blocking the view of right-turning drivers is to create far-side shuttle loading zones whenever possible. However, it is important to note that while the issue is an important one when it arises, it was very infrequent: the issue arose at only three of the six near-side zones, and did not arise at all at any of the far-side or mid-block zones.

Though blocking of crosswalks by shuttles appears to be an infrequent problem, increased enforcement, and better training for shuttle drivers, likely would be the most effective options to address the issue.

Enforcement, incidents, and community perception of shuttles

One goal of the Pilot Program was to manage the movement of commuter shuttles by providing shuttle operators with clear guidelines on where and when to stop at the curb, and by providing the SFMTA with the funds to enforce violations by shuttle operators and those who block shuttles' access to loading zones. This section reviews how shuttles have fared in terms of compliance with parking/loading rules and permit terms, and how the shuttles have been received by members of the public.

Citations and enforcement

The Pilot Program included funding for a 10-person morning and evening enforcement team known as the "shuttle detail." Members of the shuttle detail patrol the zones in the shuttle network to ensure that:

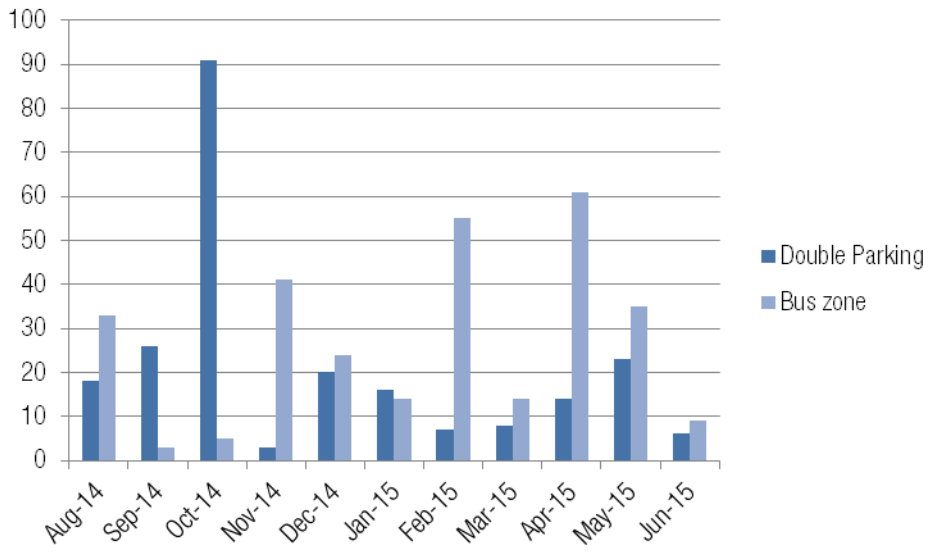
- Zones are safe for people
- Traffic is flowing as smoothly as possible around the zones
- The zones are being used only by permitted vehicles
- Permitted vehicles are stopping, parking and loading appropriately in the zones
- Resident and community concerns regarding shuttles are addressed

Because the primary goal of the shuttle detail was not to issue citations, but to keep zones safe and to keep traffic flowing smoothly by encouraging vehicles that might be blocking access to shuttle zones to move along, the number of citations issued by the shuttle detail is not necessarily instructive of whether the Pilot Program's goals were met through enforcement efforts.

Between the beginning of the Pilot Program in August 2014 and the end of May 2015, SFMTA enforcement officers as a whole (not just the shuttle detail) issued 1200 citations to shuttle buses, or an average of 103 citations per month.

The most common citations issued by all enforcement officers (not just those on the shuttle detail) to shuttle buses were for double-parking and non-permitted use of a Muni zone, both of which the Pilot Program specifically seeks to avoid. However, a month-by-

month review of those citations shows fairly large fluctuations in citation issuance:



A few examples of the large fluctuations in citation issuance:

- Double-parking citations dropped from 91 (the highest monthly total) in October 2014 to three (the lowest monthly total) the next month.
- February 2015 saw 55 bus-zone citations, the highest of any month to that point. March 2015 then saw 14 bus-zone citations, while April 2015 saw 61 bus-zone citations.
- November 2014 saw 65 citations issued by the shuttle detail, about half of the number of citations issued in April and May 2015.

The fluctuations in citation issuance likely result from: (a) limited staffing for the shuttle detail; (b) shifting the focus of enforcement to respond to specific resident complaints about shuttles; (c) success, at least temporarily, in tamping down certain violations by focusing on them, causing the focus to shift to other issues; and (d) the fact that a small number of enforcement officers cannot address every issued raised in a network of 124 zones that sees thousands of stop-events per day.

As a result, the only firm conclusions to be drawn from this enforcement data are:

- Keeping streets safe, keeping transit moving, and preventing shuttle-zone blockages are not necessarily reflected in citation data
- More enforcement staffing, and a focus on enforcement both at shuttle zones and along shuttle routes, would assist in keeping traffic flowing smoothly throughout the shuttle zone network

- Creative solutions could be used to provide the most coverage possible with limited staffing[11]

Major traffic incidents

There have been three recorded incidents of shuttle buses becoming stuck on streets with steep inclines: in June 2012, on August 5, 2014, and on September 24, 2015. In the August 5, 2014 incident, the shuttle temporarily blocked the tracks of the J-Church line and resulted in a Muni delay costing $7,000 (for which the shuttle provider was billed). The SFMTA has been unable to locate records of any collisions involving a permitted shuttle vehicle and is unaware of any additional traffic incidents pertaining to shuttle activity (though there have been a few incidents involving shuttles or tour buses that are not participants in the Pilot Program).

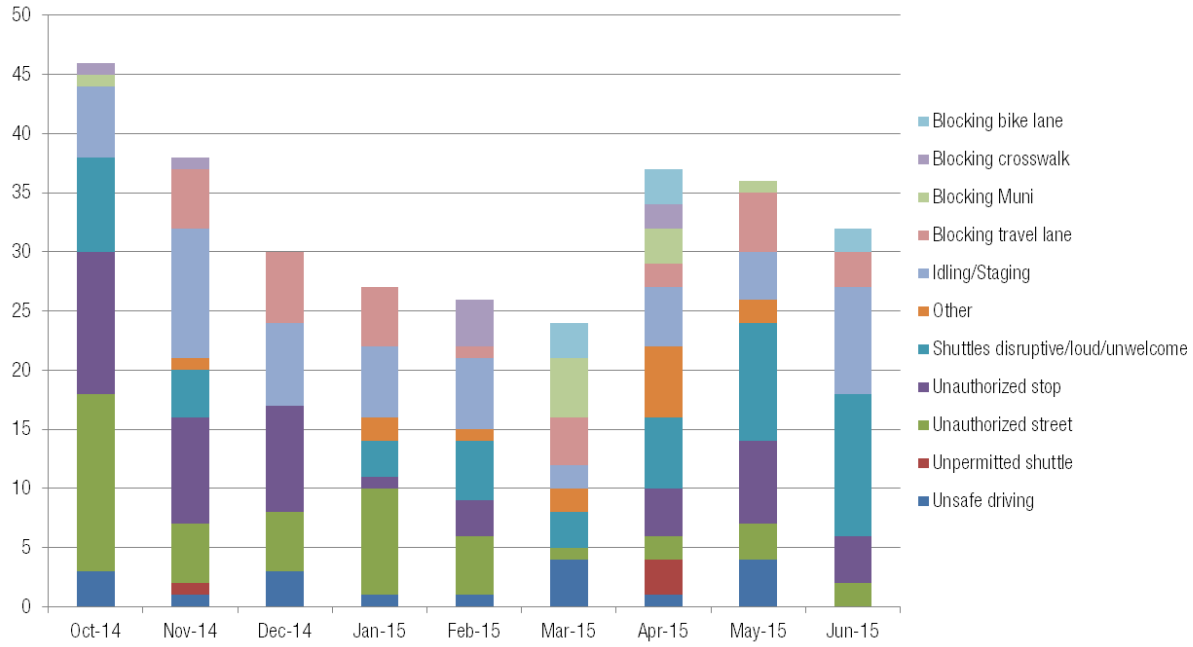
Community feedback

While the Pilot Program was intended to minimize impacts of the shuttles on the streets and neighborhoods of San Francisco, the project also was designed to collect community feedback to improve the regulatory approach and inform a potential shuttle program. Beginning in October 2014, SFMTA staff kept a log of all comments received from community members, most of which came via:

- 311 (the City's customer service center)
- Offices of members of the Board of Supervisors
- Telephone or email contact with SFMTA staff
- Public meetings
- Shuttle operators

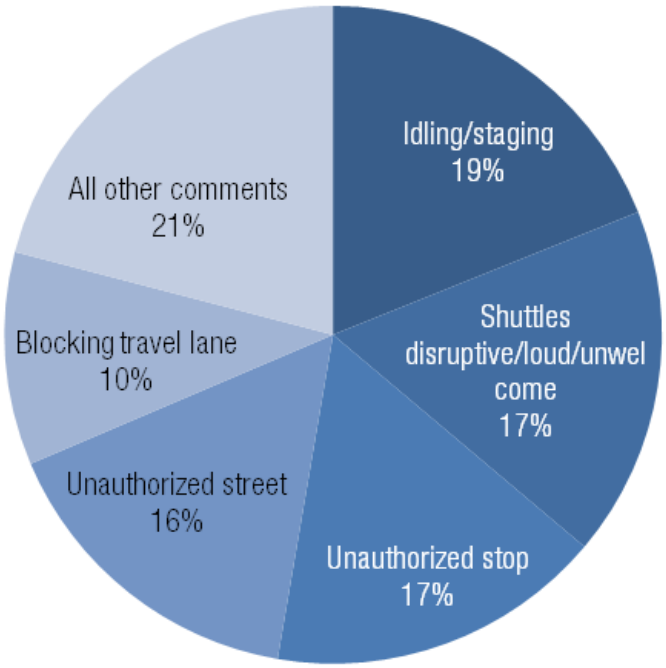
Overall, the SFMTA received 296 complaints between October 2014 and June 2015. October 2014 saw the most complaints of any month, with 46, while March 2015 saw the fewest, with 24. As can be seen from the chart below, comments were scattered across 11 categories:

[11] One example, tried in the late Summer/early Fall of 2015, is to station enforcement officers at single, high-demand stops for the entirety of their shifts. This allows officers to cover more stop-events, if not more zones, in the course of a shift. In addition, SFMTA can shift enforcement staffing based on resident concerns or staff observations by using shuttle GPS data to determine where enforcement is needed most.



One particularly active community member, a resident of Noe Valley, provided 69 of the 296 comments, or 23% of the total.

The most frequent comments from community members are shown below (the active community member discussed above submitted 31% of the “unauthorized stop” and 81% of the “unauthorized street” comments):



Community comment distribution	Comments	Percent of total
Idling/staging	56	19%
Shuttles disruptive/loud/unwelcome	51	17%
Unauthorized stop	49	17%
Unauthorized street	47	16%
Blocking travel lane	31	10%
All other comments	62	21%

The most frequent comments focused on shuttles being in a place where they are either not permitted or not appreciated: idling on streets, using weight-restricted streets, using unauthorized stops, or simply being unwelcome in a particular location or generally on the streets of San Francisco. Safety-related comments (unsafe driving, blocking crosswalks, and blocking bike lanes) made up 34 of 296 comments, or 11%.

Comments focused on the Mission and Noe Valley neighborhoods numbered 118, or 40% of the total (69 of these were by the active community member mentioned above). In addition to those neighborhoods, the rest of the top ten neighborhoods for community comments were in the northeast quadrant of the city.

Neighborhoods for community feedback	Total comments
Mission	68
Noe Valley	50
Marina/Cow Hollow	32
Castro	29
SoMa	16
Pacific Heights	14
Western Addition	13
Haight-Ashbury	12
Mid-Market	10
Lower Haight/NoPa	8
Other locations	44

The concentration of comments corresponds to the highest-demand shuttle corridors and locations:

- Lombard and Van Ness (Marina/Cow Hollow, Pacific Heights)
- 24th and 25th Streets (Mission/Noe Valley/Castro)
- 4th & Townsend (SoMa)

The feedback does suggest that quality-of-life issues matter to community members, who commented most on idling and large vehicles being unwelcome on certain streets and at certain locations. More and dedicated enforcement—to prevent idling and the use of

unauthorized streets—could resolve some community issues.

The most common suggestion from community members for how to resolve the issues presented by the size of and noise generated by shuttle buses was to limit the size of the shuttle vehicles. As discussed in more detail above, requiring smaller vehicles likely would reduce noise and sound complications while somewhat increasing the number of vehicles on the streets.

Project administration and the alternative to the Pilot Program

Project administration

Most of the administration and management of the Pilot Program was undertaken by two SFMTA employees, one transportation planner and one manager, who devoted only part of their time to the program and the rest to other duties. A junior transportation engineer also spent some time implementing the program, which required on-site duties such as coordinating public notification, signage installation and curb painting. Other sections of the agency, like the Sign Shop and the Paint Shop, and the finance, accounting, and technology teams, also played key roles.

A shuttle program nevertheless would benefit from more resources, specifically a project manager or analyst devoted to the project on a full-time basis.

Compliance with permit terms

The Pilot Program allowed the SFMTA to test the effectiveness of a permit program for use of public curb space. The SFMTA has relied on Pilot Program partners to abide by the rules of the program; due to the limited enforcement resources described above, relying solely on the issuance of citations to keep shuttles out of Muni and other no-stopping zones appears to have limited effectiveness.

Shuttle operators have complied with their obligations to provide estimated stop-event, boarding, and vehicle data, register vehicles, and respond to issues raised by SFMTA staff. The shuttle operators have, with a few exceptions, paid their permit fees on time and in full. Penalties have been issued to those who have not paid their fees on time. Most participated in the regular conference call hosted by SFMTA to discuss improvements to the program, though a few providers routinely skipped the conference call. Most providers have stayed informed of changes to the zone network, construction and other issues.

The SFMTA relied on shuttle providers to adjust their routes to accommodate requests by residents for shuttles to avoid certain streets or intersections. This was a less punitive and more effective tack than attempting to enforce shuttle routing, especially since (a) most streets are legal for shuttle use despite residents' concerns, and (b) the SFMTA lacks the authority to enforce moving violations. Some shuttle providers have been more responsive than others to resident complaints about unwelcome shuttle vehicles on their streets.

The Pilot Program required all shuttle operators to provide real-time data on shuttle stop-events and shuttle vehicle movements. This seemed like a straightforward requirement at the outset of the Pilot Program, but has proved to be more complicated than originally contemplated. While all shuttle operators have made at least some effort to provide this data, some have provided the data without interruption or issue, while others have failed provide data regularly and accurately. Some operators who have failed to send data have worked closely with SFMTA staff to resolve data delivery issues, while others have been slow to respond to inquiries from SFMTA staff and do not appear concerned about ensuring the proper delivery of data. Issues with SFMTA's data vendor have complicated the process even further, such that, more than a year into the Pilot Program, the real-time vehicle data is still not flowing completely or accurately from all operators. Limited queries of shuttle activity at certain zones and streets are possible, but take more effort and time than originally envisioned.

SFMTA currently is undertaking a process to bring the data collection and reporting in-house, which should eliminate vendor issues and allow SFMTA staff to be notified of, and respond to, data interruptions or inaccuracies as quickly as possible. Given the rich data set that this data feed would produce, with benefits not only for the shuttle providers but also for the transportation system as a whole, the SFMTA expected a more concerted effort by the shuttle providers to ensure the data was flowing properly.

Shuttle operator efforts to minimize shuttles' impacts

Shuttle operators have undertaken some efforts to improve their performance and public face on the streets, including:

- As discussed above, in some instances attempting to accommodate community complaints and requests from SFMTA staff to alter shuttle routing, even when the streets they are being asked to avoid are open and unrestricted for shuttle vehicles;
- Coordinating scheduling among themselves to reduce conflicts and overcrowding on high-demand corridors like Van Ness; and
- Providing general and specific training to their drivers about safe driving and parking/loading rules.

Conclusion

Well before the beginning of the Pilot Program, shuttles were making thousands of stop-events at hundreds of locations around the City. By all accounts, a shuttle ride to the job location has become an integral part of the working conditions of thousands of workers in the Bay Area.

The alternative to the Pilot Program was not the disappearance of shuttles, but instead a return to the pre-pilot days, when shuttles stopped at more than twice as many locations

as they do now, and the SFMTA had only limited enforcement resources to issue citations for parking and stopping violations. Given the importance of the shuttles to the businesses that use them, even significant increases in the number of citations likely would have been accepted by the shuttle operators as a cost of doing business.

In this sense, the Pilot Program addressed the principal issue that shuttles present by managing shuttles to minimize their impacts and maximize their benefits to the transportation system.

Based on this Evaluation Report, the key findings that could inform an ongoing commuter shuttle permit program are:

- 47% of shuttle riders said they would drive alone to work if a shuttle were not available.
- Shuttles remove nearly 4.3 million vehicle miles traveled from the region's streets each month.
- An average of 2.7% of shuttle stop-events resulted in blocking Muni access to a zone.
- Shuttles block travel and bike lanes about 35% of the time that they stop.
- Keeping streets safe, keeping transit moving, and preventing shuttle-zone blockages are key objectives of enforcement, but are not reflected in citation data.
- More enforcement staffing, and a focus on enforcement both at shuttle zones and along shuttle routes, would assist in keeping traffic flowing smoothly throughout the shuttle zone network.
- The vast majority of community feedback focused on large shuttles being unwelcome on the streets, especially residential streets.
- The Pilot Program allowed for the collection of unprecedented data about shuttle activity.
- Real-time shuttle vehicle data would greatly assist the SFMTA in regulating and managing commuter shuttle activity.

In response to these findings, an ongoing commuter shuttle program should, among other things:

- Continue the program in a form similar to that of the Pilot Program, to allow continued management of shuttle activity on San Francisco's streets and continue the transportation benefits that shuttles bring;
- Increase enforcement to ensure that shuttles do not block bike or travel lanes;
- Address the perception that commuter shuttle vehicles do not belong on certain streets; and
- Ensure that real-time shuttle vehicle data is flowing and accurate.

SFMTA
Municipal
Transportation
Agency

Commuter Shuttle Program Policy

October 16, 2015

1. Executive summary

Shuttles taking workers and students to jobs or schools have operated for decades in San Francisco, but have become more common in the past several years. This has led to an increase in issues related to Muni operations and complaints from residents. To address this growing commute choice, the San Francisco Municipal Transportation Agency (SFMTA) created a Commuter Shuttle Pilot Program ("Pilot") to gather accurate and up-to-date information on commuter shuttle activity and operations and to determine if active management of shuttles can reduce traffic conflicts and other issues. The timeline of the Pilot was as follows:

- January 2014: approval of Pilot by the SFMTA Board of Directors
- June 2014: pre-pilot field data collection
- August 2014: official launch of Pilot
- June 2015: field data collection during pilot
- October 2015: publication of Pilot Evaluation Report

This document sets the policy for an ongoing Commuter Shuttle Program, which is based on lessons learned from the Pilot, as set forth in the Evaluation Report, environmental review, and input from elected officials, community members, the SFMTA's transit and traffic engineering teams, shuttle operators, employers, and other interested stakeholders.

The Commuter Shuttle Program builds upon the Pilot in the following ways:

- Requires participating shuttle operators to phase in the use of newer vehicles, which ensures lower greenhouse gas emissions from the shuttle fleet overall
- Requires buses over 35 feet long to travel on the major and minor arterial street network as defined by the California Department of Transportation (during the transition to the Commuter Shuttle Program, SFMTA staff will work with participating shuttle operators to either relocate stop-events currently made outside of the arterial street network, or accommodate those stop-events using smaller vehicles)
- Permits shuttles that are free and open to the public to use the shuttle zone network without charge (as long as those shuttles comply with all other Commuter Shuttle Program requirements)
- Increases enforcement resources devoted to shuttle zones and corridors, and recovers the costs as part of the fee for participation in the program
- Increases capital improvements at shuttle zones and corridors, with such costs recovered, at least in part, as part of the fee for participation in the program
- Improves real-time GPS data collection and reporting to help better manage commuter shuttle operations and target enforcement

- Requires increased data sharing from participating shuttle operators, and requires that participating shuttle operators demonstrate for each vehicle that data feeds are regular and accurate before receiving a permit
- Requires participating shuttle operators to comply with the San Francisco Board of Supervisors' March 2015 Labor Harmony Resolution, including the submission of a Service Disruption Prevention Plan that describes the shuttle operators' efforts to ensure efficient and consistent service in the event of potential disruptions, including labor disputes.

2. Introduction

Privately operated commuter shuttles, which transport workers from their neighborhoods to places of work or transportation hubs, have become increasingly common on the streets of San Francisco. Commuter shuttles provide a commute choice to thousands of employees, students, and other residents of the City, and provide alternatives to drive-alone trips. Shuttles are associated with reduced auto ownership and the increased use of transit, walking, and bicycling for non-commute trips.

Numerous employers, educational institutions, medical facilities, office buildings, and transportation management associations offer shuttle service to their employees, students, and clients. Some buildings are required to provide shuttle service as part of their conditions of approval, and an employer may comply with San Francisco's Commuter Benefits Ordinance by offering a free commute shuttle to employees. The majority of the commuter shuttles are closed systems that provide service to a specific population and are not open to the general public. Most shuttles are provided for free to employees (or students, tenants, etc.). The private shuttle sector encompasses:

- **Sponsors:** The buildings, employers, hospitals, schools, and other institutions that offer the service, either by contracting out to operators or by operating their own shuttles. Sponsors also include third party shuttle coordinator firms hired by companies to manage contracted shuttle systems.
- **Shuttle service providers:** The companies and individuals, often charter party carriers, who operate the shuttle vehicles and provide the service on a day-to-day basis.
- **Riders:** The people who use shuttles for their commute trips.

There are two distinct markets within the shuttle sector: those that operate within San Francisco (intra-city) and those that operate between San Francisco and another county (regional).

Before August 2014, San Francisco did not regulate commuter shuttles. Shuttles operated throughout the City on both large arterial streets, such as Van Ness Avenue and Mission Street, and smaller residential streets. Shuttles loaded and unloaded passengers in a variety of zones, including white loading zones, red Muni zones, and other vacant curb space. When curb space was unavailable, shuttles often would load or unload passengers in the street. The lack of rules for loading and unloading resulted in confusion for shuttle operators and neighborhood residents, challenges for enforcement, and real and perceived conflicts with other transportation modes.

To address these issues, in January 2014, the SFMTA Board of Directors approved an 18-month Pilot to test the sharing of designated Muni zones with eligible commuter shuttles that pay a fee and receive a permit containing terms and conditions for use of the shuttle zone network, as well as to gather data on commuter shuttle operations. The Pilot launched in August 2014, and created a network of shared stops for use by Muni and those commuter shuttle buses that chose to participate, and restricted parking during peak commute hours of the day in a few locations in order to create passenger loading (white) zones exclusively for the use of permitted commuter shuttles.

3. Pilot evaluation

The SFMTA conducted an extensive evaluation of the Pilot. The Pilot Evaluation Report was published on October 5, 2015. The key findings from the Pilot Evaluation Report that have informed the Commuter Shuttle Program are:

- The vast majority of community feedback focused on large shuttles being unwelcome on residential streets.
- The Pilot allowed for the collection of an unprecedented amount of data regarding shuttle activity.
- Effective and accurate real-time shuttle vehicle data assists the SFMTA in regulating and managing commuter shuttle activity.
- 47% of shuttle riders said they would drive alone to work if a shuttle were not available.
- Shuttles reduce the amount of vehicle miles traveled on the region's streets by nearly 4.3 million each month.
- An average of 2.7% of shuttle stop-events resulted in blocking Muni access to a zone.
- Shuttles block travel and bike lanes about 35% of the time that they stop to load or unload.
- Citation data may not reflect enforcement's success in keeping streets safe, keeping transit moving, and preventing shuttle-zone blockages.
- More enforcement staffing at shuttle zones and along shuttle routes would assist in keeping traffic flowing smoothly throughout the shuttle zone network and help speed Muni.

4. Guiding principles

Based on the results of the Pilot evaluation, the air quality analysis conducted as part of the Planning Department's environmental review of the Commuter Shuttle Program, and other input received from elected officials and the public, the following principles inform the Commuter Shuttle Program policy:

1. Provide a safe environment for all street users in support of the SFMTA's Vision Zero policy to eliminate all traffic deaths
2. Prevent service disruptions, including any related to labor relations issues
3. Ensure that commuter shuttles do not adversely affect operations of public transportation in San Francisco
4. Consistently and fairly apply and enforce any regulations/policies governing shuttle operations
5. Work collaboratively with shuttle sector to refine policies and resolve concerns and conflicts
6. Integrate commuter shuttles into the existing multi-modal transportation system
7. Establish a program structure that meets current needs and has the potential to evolve as the sector grows and evolves
8. Ensure more focused enforcement, ease of administration and on-going oversight

5. Related SFMTA Strategic Plan goals

The Commuter Shuttle Program supports the following SFMTA Strategic Plan goals:

- 1.3: Improve the safety of the transportation system
- 2.3: Increase use of all non-private auto modes
- 3.2 Improve the transportation system's positive impact to the economy
- 4.4 Improve relationships with our partners and stakeholders

The Commuter Shuttle Program aims to maximize the benefits shuttles deliver while minimizing their impacts.

6. Commuter Shuttle Program eligibility

The Commuter Shuttle Program applies to privately operated transportation services that move commuters to, from, and within San Francisco. Services that are arranged by an employer, building, or institution to provide transportation from home to work, work to home, last-mile to work, or work site to work site are eligible to participate. These services warrant a program because:

- Service is routine (following set schedules) and involves a relatively uniform number of vehicles
- Service reduces greenhouse gas emissions and vehicle miles traveled by replacing drive-alone trips
- Operations are conducive to sharing curb space with Muni at certain stops
- Operators are commercially licensed and subject to regulation, including safety and insurance requirements, by the California Public Utilities Commission (CPUC), and comply with commercial CPUC requirements
- Operations complement, but do not duplicate, existing public transportation services

The following users are not conducive to sharing zones with Muni and are not eligible to participate in the Commuter Shuttle Program, for the reasons stated:

- Tour buses, recreational buses, and long-distance interurban buses:
  - Long dwell times
  - Irregular stopping activity
- Party buses:
  - Long dwell times
  - Irregular stopping activity
  - Few demonstrated benefits to the transportation system
- School buses:
  - Long dwell times
  - Already have designated loading (white) zones in many cases
- On-call point-to-point services (airport shuttles, limousines, other on-demand transportation):
  - Long dwell times
  - Irregular service
- Private individual-fare transportation (jitneys, ride-share or transportation network companies (TNCs)):
  - Long dwell times in some cases
  - Irregular use and stopping activity
  - Some services duplicate Muni service
  - Benefits to the transportation system have not been demonstrated
  - Drivers do not have commercial licenses
- Vanpool vehicles:
  - Exempt from CPUC safety, training, inspection regulations
  - Drivers do not have commercial licenses
- Services that replicate Muni routes:
  - Commuter Shuttle Program intended to support transportation services that expand transportation options through providing point-to-point services that are not provided by public transportation

7. Commuter Shuttle Program overview

The following is a brief overview of the provisions of the Commuter Shuttle Program:

- The SFMTA creates a shuttle zone network that caps shared Muni and shuttle-only zones at 200 across the City
  - The existing shuttle zone network from the Pilot, which is the product of thorough vetting by internal agency stakeholders and input from community members, will be used at the outset of the Commuter Shuttle Program
  - The Commuter Shuttle Program allows for changes to the network to address shifting demand, community concerns, and other operational issues that arise. Changes to the shuttle zone network would be subject to the standard public review and hearing process.
- Shuttle operators apply for a permit to use the shuttle zone network, and pay a fee for permit. The permit fee is adjusted on a regular basis.
- Shuttle operators are responsible for ensuring that their operators comply with agreed-upon operating guidelines, including displaying a placard that identifies them as a permitted user

- SFMTA enforcement officers enforce parking and stopping at zones in the network, and along shuttle routes, in order to:
    - Reduce safety hazards
    - Keep zones safe for pedestrians and other users
    - Ensure that Muni buses get priority at shared zones
    - Limit the use of such stops only to Muni and shuttle operators
    - Prevent parking and stopping violations by shuttle operators
    - Keep shuttles and other traffic along shuttle routes and near shuttle network zones moving smoothly
    - Prevent unnecessary idling or layovers by shuttle operators
- Shuttle operators must share data on operations with the SFMTA, following specifications established by the SFMTA

8. Commuter Shuttle Program benefits

Through its regulatory requirements, the Commuter Shuttle Program delivers benefits to both the City and its residents, as well as to the shuttle sector.

Benefits to the City and its residents include:

- Increased safety for all users, including pedestrians, bicyclists, public transit riders, and private vehicle drivers as shuttles operate according to agreed-upon guidelines, including mandatory safety training
- Reduced conflicts with Muni operations and other vehicles
- Shift commuters onto, and keep commuters using, sustainable transportation modes
- Ability to quickly resolve conflicts, using identification and shared data
- Designated point of coordination for resolving conflicts, questions, and issues
- Data to support more effective management of the roadway network for all users
- Information on shuttle activity, allowing effective communication and planning

Benefits to the shuttle sector include:

- Ability to propose and coordinate with SFMTA on approved locations for passenger loading/unloading
- Clarity on which stops are permissible to use and which are not, and a clear framework of enforcement and consequences for violators
- Signage at approved zones will communicate allowed use to members of the public and enforcement
- Upgrades of some stops to accommodate shuttle vehicles as added users
- Ability to address issues and concerns quickly through partnership with the City
- Coordination with SFMTA on further improvement of transportation services and conditions
- Information about upcoming construction projects, street closures, and planning projects of interest to, or that may affect, shuttle services

9. Commuter shuttle zone network

9.1 Initial zone network

At its outset, the Commuter Shuttle Program uses the shuttle zone network in place at the conclusion of the Pilot. The Pilot shuttle zone network was established through consultation with shuttle operators, community groups and residents, and Muni. Over the course of the 18-month Pilot, the SFMTA made the following changes to the shuttle zone network (either shared Muni zones or shuttle-only white zones) to respond to issues such as street improvements, Muni service changes, shuttle ridership demand, construction, community concerns, and other operational considerations:

- Removed 10 zones;
- Added 29 zones; and
- Adjusted hours at two zones.

As a result, the present Pilot shuttle zone network is the SFMTA's best estimate of an effective zone network at the time of the Commuter Shuttle Program's launch. As described below, the shuttle zone network will continue to evolve as necessary to best meet the needs of the City.

9.2 Changes to the shuttle zone network

The SFMTA receives suggestions about changes to the shuttle zone network from any interested groups, including shuttle operators and community members. SFMTA staff regularly solicits input from the SFMTA's transit and traffic engineering divisions and other City agencies to ensure that the shuttle zone network is not working in opposition to their goals. In addition, in considering whether to make a change to the shuttle zone network, the SFMTA solicits input from:

- Community members (via public notice/posting and a public hearing) regarding specific street and traffic conditions; and
- Shuttle operators regarding the types of vehicles that would use the zones, and the hours and frequency of the proposed zone use.

SFMTA transit service planning and engineering staff review any proposed zones or zone changes, identifying potential impacts provided by community input as well as information about Muni operations and stop configurations.

Where existing Muni zones are not long enough to accommodate shuttle use and an extension of the zone is warranted, the SFMTA may suggest lengthening the zone or creating an adjacent shuttle zone by restricting use of adjacent parking spaces during peak hours, subject to a public hearing. Staff may also suggest the creation of separate white zones to accommodate shuttles at locations where sharing is not feasible, which would also be subject to public hearing.

The SFMTA reserves the right to reject a proposed space or remove it from the approvals process at any time and for any reason.

Any changes to the shuttle zone network will be submitted for public review and comment at a SFMTA Traffic Engineering hearing and/or a SFMTA Board of Directors meeting. The SFMTA ensures that the shuttle zone network is consistent with the assumptions

included in environmental review.

Any Muni stop not part of the shuttle zone network remains, by default, not an allowable or permissible stop for private shuttles. Violators are subject to citations.

10. Permit fee

The SFMTA charges each participating shuttle operator a permit fee based on the number of stop-events each provider makes. A “stop-event” is defined as an individual instance of a shuttle vehicle stopping at a zone in the shuttle zone network. For example, a shuttle service provider that has five vehicles making 10 stop-events each per day is charged for 50 stop-events per day.

The permit fee covers the costs to SFMTA, including, but not limited to:

- Development of zone network, monitoring and updates
  - Evaluation of proposed stops
  - Sign installation
- Enforcement of the zone network and along shuttle corridors
- Capital improvements to zone network and along shuttle corridors
- Signage and placard design
- Signage and placard production
- Sign installation and curb treatments
- Data management system development and management
- Permit processing and renewals
- Day-to-day oversight and administration
- Communications with shuttle operators and community members
- Billing, collection, payment processing

The exact per-stop-event fee for each shuttle operator is based on total stop-events identified by approved permit applicants, and is updated on a regular basis.

10.1 Permit and vehicle placard applications

Shuttle operators must apply for a permit to participate in the Commuter Shuttle Program. Permits must be renewed each year. Permit renewal takes place at a set time each year, so that a shuttle operator that joins the program mid-year is required to renew during the general renewal period.

To be approved for a permit to operate vehicles in the Commuter Shuttle Program, the shuttle operator must provide the following information:

- Company name, designated point of contact, and contact information
- Copy of applicable California Public Utilities Commission (CPUC) certifications, registrations and permits
- Documentation of compliance with CPUC insurance requirements
- Copy of the most recent Safety Compliance Report from the California Highway Patrol (CHP)
- Anticipated number of placards that will be requested for shuttle service
- Signed agreement to comply with all terms of permit

For each vehicle to be used in the Commuter Shuttle Program, shuttle operators must

apply for a vehicle placard. Vehicle placards must be renewed each year. Placard renewal takes place at a set time each year, so that a vehicle placard approved mid-year must be renewed during the general renewal period. Placards are assigned to the shuttle operator, rather than to individual vehicles, to allow for flexibility of fleet management.

To be approved for a vehicle placard, shuttle operators must provide the following information for each vehicle for which they may use a placard:

- Manufacturer and model name
- Size (length, weight, and passenger capacity)
- Model year
- Fuel used
- License plate number
- Vehicle registration information

Shuttle operators are required to keep the above information current, even when not applying for or renewing a permit or placard.

10.2 Fee collection

The SFMTA invoices approved shuttle operators at the time of permit approval and each month. Shuttle operators are required to update their estimated total stop-events each month.

The SFMTA conducts a stop-event reconciliation every six months to compare the number of estimated stop-events with the number of stop-events actually made, and invoices shuttle operators for any additional stop-events made. The SFMTA does not issue refunds for estimated stop-events that are not made. If actual stop-events exceed the number of estimated stop-events by more than 10 percent, the SFMTA assesses a penalty fee of 10 percent of the unpaid cost in addition to invoicing for the additional stop-events.

Any invoices sent by the SFMTA are due and payable within 30 days of invoice date. Late payment is subject to interest and penalties.

Payment of all outstanding fees, penalties and outstanding citations must be made prior to the issuance of any continuing permit.

The SFMTA may also impose an administrative fee for lack of compliance or performance with permit conditions.

The SFMTA does not reimburse any shuttle permit and fees for any reason.

11. Permit terms

The permit authorizing shuttle operators' (Permittees') commuter shuttles to participate in the Commuter Shuttle Program and make use of the zones in the Commuter Shuttle Program's shuttle zone network ("Designated Stops") contains the following conditions and requirements:

1. Permittee must comply with the San Francisco Board of Supervisors' March 2015 Labor Harmony Resolution. Such compliance includes submission of a Service Disruption Prevention Plan that describes Permittee's efforts to ensure its efficient

operations while avoiding any potential disruptions to SFMTA operations by addressing the principles and concerns set forth in such Resolution. Upon issuance of a permit, Permittee must ensure its operations do not cause or contribute to any service disruptions. Failure to comply with this provision will result in denial or revocation of permits.

2. Permittee must certify that all of their operators who drive a shuttle in San Francisco have viewed the SFMTA's Large Vehicle Urban Driving Safety video, which can be accessed at https://youtu.be/_LbC3FQeZqc.
3. Permittee must indemnify SFMTA and the City of San Francisco for injuries or damage resulting from Permittee's use of Designated Stops, including associated bus shelters and other related sidewalk features.
4. Permittee vehicles must display a placard issued by SFMTA at specified location on the front and rear of vehicles at all times when operating commuter service in San Francisco.
5. Permittee must comply with operating guidelines:
    a) *Muni priority*: Muni buses have priority at and approaching or departing Designated Stops.
    b) *Yield to Muni*: Where Muni or other public transit buses are approaching a Designated Stop and when safe to do so, allow such buses to pass so they may stop at Designated Stops first.
    c) *Stay within the network*: Permittees shall stop only at Designated Stops or other non-Muni zones, and may not stop at Muni zones outside the network.
    d) *Active loading*; *no unnecessary idling:* Designated Stops may be used only for active loading and unloading; shuttles must load and unload riders as quickly and safely as possible. Unnecessarily idling is not permitted.
    e) *Move forward*: Shuttle drivers shall pull forward in a Designated Stop to leave room for Muni or other shuttles.
    f) *Pull in*: Shuttle drivers shall pull all the way to, and parallel with, the curb for passenger boarding and alighting; shuttle vehicles shall not be stopped or parked so as to obstruct the flow of pedestrian or vehicular traffic; loading and unloading shall not take place in a vehicle or bicycle lane, or in a manner that impedes travel in these lanes.
    g) *Comply with all applicable traffic laws*: Shuttles shall operate in accordance with all applicable state and local traffic laws.
    h) *Circulation*: Permitted shuttle vehicles longer than 35 feet may travel only on the major and minor arterial street network as determined by the California Department of Transportation. All shuttle vehicles shall stay on the major and minor arterial street network and avoid steep and/or narrow streets to the extent possible. Permittees shall comply with all relevant street and lane restrictions.
    i) *Training*: Permittees shall ensure that training for shuttle drivers addresses these operating guidelines.

j) *Follow instructions from officials and traffic control devices:* Shuttle drivers shall follow instructions from police officers, authorized SFMTA staff (including Parking Control Officers) and traffic control devices in the event of emergencies, construction work, special events, or other unusual traffic conditions.

k) *Use of Designated Stops limited to permit-related activity*. Shuttle vehicles that display a placard but are not making commuter shuttle-related trips may not use Designated Stops.

6. Provide data feeds per SFMTA specifications, and demonstrate for each vehicle that data feeds are regular and accurate before receiving a permit.
7. Pay permit fees. Permittees shall pay all permit fees by the due dates, except that any stop-events made by permitted shuttle vehicles that are free for use by the public, and display the words “Free to the Public” on the loading side of the vehicle in letters at least four inches tall, shall be exempt from this permit fee requirement but subject to all other permit terms.
8. Promptly pay any outstanding traffic citations.
9. Designate a representative to receive comments or concerns about driving issues by permitted shuttle drivers, and place a sticker on all permitted shuttle vehicles that states “How is my driving?” and provides a number to reach that designated representative.
10. Demonstrate compliance with all applicable regulatory requirements imposed by the CPUC, including registration/permitting, insurance, vehicle inspection requirements, and driver training.
11. All shuttle vehicles not already approved for use in the Pilot as of January 31, 2016 must be either model year 2012 or newer, or be equipped with a power source that complies with emissions standards applicable to the 2012 class of vehicle. As of January 1, 2020, all shuttle vehicles used by Permittees in the Commuter Shuttle Program must be model year 2012 or newer. After January 1, 2020, all shuttle vehicles used by Permittees in the Commuter Shuttle Program must be no more than eight model years old. SFMTA ensures compliance with this condition through the annual permit renewal process, which requires submittal of vehicle registration and, in the case of vehicles older than model year 2012, documentation to show compliance with applicable emissions standards.

An administrative penalty fee may be issued and/or a permit may be denied or revoked for failure to comply with permit terms.

11.1 Identification of shared stops

The zones in the shuttle zone network bear signage indicating that they are part of the network. The signage uses a logo and design consistent with the on-vehicle shuttle placards.

11.2 Regulation and enforcement

The SFMTA issues placards that identify permitted shuttle vehicles. Enforcement

personnel rely on signage at shuttle zones and display of the placard on the front and rear of the vehicle to verify legitimate users of the shuttle zone network. Additionally, the placards each bear a unique identification number that is associated with the shuttle operator so that the SFMTA may easily contact the correct shuttle operator regarding any issues or concerns. Each shuttle must have a placard affixed in agreed-upon visible locations on the front and rear of the vehicle during permit-related operation in San Francisco.

SFMTA enforcement officers enforce compliance with the program, issuing citations for actions such as:

- Non-permitted shuttles using shared stops
- Any shuttle (permitted or not) using Muni stops not designated as part of the shared network
- Any shuttle (permitted or not) loading or unloading in a bicycle or mixed flow lane, which creates a hazard and/or unsafe conditions.

In addition to parking citations, other penalties associated with the program include:

- Interest imposed on late payments.
- Stop events exceeding those paid for and permitted: If actual stop-events exceed the number of estimated stop-events by more than 10 percent, the SFMTA assesses a penalty fee of 10 percent of the unpaid cost in addition to invoicing for the additional stop-events.
- Non-compliance with permit terms: The SFMTA may impose an administrative penalty fee and/or revoke a permit for lack of compliance or performance of any of the permit conditions.

12. Data

12.1 Fleet and estimated activity data

Shuttle operators are required to provide the following data about their vehicles and the activity of those vehicles:

- Vehicle data
  - Shuttle operator identification number (assigned by SFMTA)
  - Vehicle placard number (must match a number on placard issued to shuttle operator)
  - Manufacturer and model name
  - Size (length, weight, and passenger capacity)
  - Model year
  - Fuel used
- Estimated vehicle activity data (to be updated each month)
  - Daily stop-events by zone
  - Monthly vehicle miles traveled in commuter shuttle service in San Francisco (including any deadheading)
  - Average daily boardings in commuter shuttle service in San Francisco
  - Average daily occupancy for each vehicle upon exiting San Francisco (if applicable)

- Average daily occupancy for each vehicle upon arrival at destination
- Typical routes, and average number of runs per route
- Average number of daily shuttle vehicles in operation

12.2 Real-time location and movement data

Shuttle operators are required to provide real-time data regarding shuttle vehicle movements. This data enables the SFTMA to continue to manage the impact of shuttles on the transportation network, respond to any on-street issues that arise, and track and compare actual shuttle activity to estimated shuttle activity provided monthly by shuttle operators. Data feeds from individual providers and vehicles allow targeted communications to address conflicts and resolve problems, and are fundamental to effective auditing.

The data fields that are required of shuttle operators include:

- Stop-events (date, start time, end time)
- Movement of shuttles via periodic real-time location data indicating a pinpointed location of the particular vehicle (also called “telemetry” data)

This GPS data provides the granularity and consistency of information needed to achieve the following:

- Focus enforcement efforts: queries to assess where stops are being made outside of the network
- Respond to complaints: identifying specific shuttle operators associated with complaints
- Audit: collect fees for stop-events made that exceed those estimated and paid for
- Prioritize stops for passenger amenities: zone use helps inform which zones could receive potential capital improvements
- Respond to hot spots: identification of areas where there is a high concentration of shuttles may result in parking and traffic changes to address the high demand for loading/unloading space
- Prevent delay on key corridors: identification of delay hot spots could lead to suggested shuttle route changes
- Establish average traffic speeds: understand how speeds and system operation are affected by temporary and permanent projects
- Engage in dynamic communications and routing: address public concerns, special events, emergencies, construction, and other routing needs with appropriate operators

Permittees are required to equip each shuttle vehicle with an on-board device that provides the real-time location data described above to the SFMTA, and shall maintain a continuous feed of the specified data while the shuttle is used in San Francisco for commuter shuttle service.

Commuter Shuttle Program – Shuttle Zone Network

ESTABLISH – ABILITY OF PERMITTED COMMUTER SHUTTLE BUS TO USE MUNI ZONE

1. 16th Street, south side, from Mission Street to 130 feet easterly (130-foot zone)
2. 18th Street, north side, from Church Street to 75 feet easterly (75-foot bus zone)
3. 18th Street, south side, from Church Street to 75 feet easterly (75-foot bus zone)
4. 18th Street, north side, from Dolores Street to 75 feet westerly (75-foot bus zone)
5. 18th Street, south side, from Dolores Street to 55 feet easterly (55-foot bus zone)
6. 18th Street, north side, from Mission Street to 75 feet westerly (75-foot bus zone)
7. 18th Street, north side, from Pennsylvania Street to 75 feet easterly (75-foot bus zone)
8. 19th Avenue, west side, from Buckingham Way to 120 feet northerly (120-foot bus zone)
9. 19th Avenue, west side, from Kirkham Street to 153 feet northerly (153-foot bus zone)
10. 19th Avenue, east side, from Kirkham Street to 75 feet northerly (75-foot bus zone)
11. 19th Avenue, east side, from Noriega Street to 75 feet southerly (75-foot bus zone)
12. 19th Avenue, west side, from Noriega Street to 75 feet southerly (75-foot bus zone)
13. 19th Avenue, east side, from Wawona Street to 75 feet southerly (75-foot bus zone)
14. 24th Street, north side, from Church Street to 40 feet easterly (40-foot bus bulb)
15. 24th Street, south side, from Church Street to 90 feet westerly (90-foot bus zone)
16. 24th Street, north side, from Guerrero Street to 75 feet easterly (75-foot bus zone)
17. 24th Street, north side, from Noe Street to 70 feet easterly (70-foot bus zone)
18. 24th Street, south side, 100 feet west of Noe Street (100-foot bus zone)
19. 30th Street, north side, from Sanchez Street to 80 feet easterly (80-foot bus zone)
20. 3rd Street, east side, from Palou Avenue to 150 feet northerly (150-foot bus zone)
21. 7th Street, west side, from Market Street to 45 feet southerly (45-foot boarding island)
22. 7th Street, east side, from Townsend Street to 125 feet northerly (125-foot zone)
23. 8th Street, west side, from Market Street to 75 feet southerly (75-foot bus zone)
24. 9th Street, east side, from Market to 95 feet southerly (95-foot bus zone)
25. Arguello Boulevard, west side, from Geary Boulevard to 100 feet northerly (100-foot bus zone)
26. Arguello Boulevard, east side, from Geary Boulevard to 106 feet southerly (106-foot bus zone)
27. Bayshore Boulevard, east side, from Cortland Avenue to 100 feet northerly (100-foot bus zone)
28. Bryant Street, west side, from 18th Street to 85 feet northerly (85-foot bus zone)
29. Bryant Street, east side, from 18th Street to 100 feet southerly (100-foot bus zone)
30. Bryant Street, west side, from 22nd Street to 75 feet southerly (75-foot bus zone)
31. Bryant Street, east side, from 23rd Street 85 feet southerly (85-foot bus zone)
32. Bryant Street, south side, from 7th Street to 80 feet easterly (80-foot bus zone)
33. Castro Street, west side, from 25th Street to 100 feet northerly (100-foot bus zone)
34. Castro Street, east side, from 25th Street to 100 feet southerly (100-foot bus zone)

35. Cesar Chavez Street, south side, from Florida Street to 75 feet westerly (75-foot bus zone)
36. Cesar Chavez Street, north side, from Folsom Street to 100 feet westerly (100-foot bus zone)
37. Cesar Chavez Street, south side, from Folsom Street to 15 feet westerly (15-foot bus bulb)
38. Cesar Chavez Street, south side, from Mission Street to 80 feet easterly (80-foot bus zone)
39. Cesar Chavez Street, south side, from Valencia Street to 80 feet easterly (80-foot bus zone)
40. Clement Street, north side, from 12th Avenue to 60 feet westerly (60-foot bus zone)
41. Davis Street, west side, from California Street to 75 feet northerly (75-foot bus zone)
42. Divisadero Street, east side, from California Street to 75 feet northerly (75-foot bus zone)
43. Divisadero Street, west side, from California Street to 65 feet southerly (65-foot bus zone)
44. Divisadero Street, east side, from Eddy Street to 100 feet southerly (100-foot bus zone)
45. Divisadero Street, west side, from Eddy Street to 100 feet southerly (100-foot bus zone)
46. Divisadero Street, east side, from Geary Boulevard to 96 feet northerly (96-foot bus zone)
47. Divisadero Street, east side, from Oak Street to 106 feet northerly (106-foot bus zone)
48. Divisadero Street, west side, from Haight Street to 115 feet southerly (115-foot bus zone)
49. Eddy Street, north side, from Fillmore Street to 100 feet easterly (100-foot bus zone)
50. Eddy Street, south side, from Fillmore Street to 100 feet westerly (100-foot bus zone)
51. Eddy Street, south side, from Mason Street to 120 feet westerly (120-foot bus zone)
52. Eddy Street, north side, from Van Ness Avenue to 100 feet easterly (100-foot bus zone)
53. Eddy Street, south side, from Van Ness Avenue to 75 feet easterly (75-foot bus zone)
54. Ellis Street, north side, from Mason Street to 89 feet easterly (89-foot bus zone)
55. Fillmore Street, east side, from Jackson Street to 75 feet northerly (75-foot bus zone)
56. Frederick Street, north side, from Ashbury Street to 80 feet westerly (80-foot bus zone)
57. Harrison Street, north side, from 2nd Street to 80 feet westerly (80-foot bus zone)
58. Harrison Street, north side, from 4th Street to 119 feet westerly (119-foot bus zone)
59. Harrison Street, north side, from 7th Street to 80 feet westerly (80-foot bus zone)

60. Harrison Street, south side, from The Embarcadero to 100 feet westerly (100-foot zone)
61. Hayes Street, north side, from Buchanan Street to 75 feet westerly (75-foot bus zone)
62. Hayes Street, north side, from Laguna Street to 75 feet easterly (75-foot bus zone)
63. Hayes Street, north side, from Larkin Street to 90 feet westerly (90-foot bus zone)
64. Hayes Street, north side, from Masonic Street to 75 feet westerly (75-foot bus zone)
65. Hayes Street, north side, from Steiner Street to 73 feet westerly (73-foot bus zone)
66. Hayes Street, south side, from Steiner Street to 75 feet easterly (75-foot bus zone)
67. Howard Street, north side, from Fremont Street to 74 feet easterly (74-foot zone)
68. Judah Street, north side, from 7th Avenue to 75 feet westerly (75-foot bus zone)
69. Laguna Street, east side, from Hayes Street to 95 feet northerly (95-foot bus zone)
70. Larkin Street, east side, from Grove Street to 80 feet northerly (80-foot bus zone)
71. Lombard Street, north side, from Divisadero Street to 80 feet westerly (80-foot bus zone)
72. Lombard Street, north side, from Pierce Street to 107 feet easterly (107-foot bus zone)
73. Lombard Street, south side, from Pierce Street to 107 westerly (107-foot zone)
74. North Point Street, north side, from Mason Street to 100 feet westerly (100-foot bus zone)
75. Parnassus Avenue, north side, from Stanyan Street to 90 feet westerly (90-foot bus zone)
76. Parnassus Avenue, south side, from Stanyan Street to 93 feet westerly (93- foot zone)
77. Polk Street, west side, from O'Farrell Street to 75 feet northerly (75-foot bus zone)
78. Polk Street, east side, from Post Street to 80 feet northerly (80-foot bus zone)
79. Polk Street, east side, from Union Street to 70 feet northerly (70-foot bus zone)
80. Polk Street, west side, from Union Street to 85 feet northerly (85-foot bus zone)
81. Post Street, south side, from Gough Street to 50 feet easterly (50-foot bus bulb)
82. Post Street, south side, from Powell Street to 100 feet easterly (100-foot boarding island)
83. Potrero Avenue, east side, from 25th Street to 110 feet southerly (110-foot bus zone)
84. Stanyan Street, west side, from Haight Street to Waller Street (246-foot zone)
85. Townsend Street, north side, from 3rd Street to 80 feet westerly (80-foot bus zone)
86. Townsend Street, south side, from 3rd Street to 73 feet easterly (73-foot bus zone)
87. Townsend Street, north side, from 4th Street to 100 feet easterly (100-foot bus zone)
88. Valencia Street, west side, from 24th Street to 80 feet southerly (80-foot bus zone)
89. Valencia Street, east side, from 25th Street to 60 feet northerly (60-foot bus zone)
90. Valencia Street, west side, from 25th Street to 81 feet southerly (81-foot bus zone)
91. Van Ness Avenue, east side, from California Street to 139 feet northerly (139-foot bus zone)
92. Van Ness Avenue, west side, from McAllister Street to 75 feet southerly (75-foot bus zone)

93. Van Ness Avenue east side from Union Street to 112 feet southerly (112-foot bus zone)

ESTABLISH - ABILITY OF PERMITTED COMMUTER SHUTTLE BUS TO USE MUNI FLAG STOP

94. 100 O'Shaughnessy Boulevard, east side, from Portola Drive (flag-stop)
95. 19th Avenue, east side, from Winston Drive (flag-stop)
96. 30th Street, south side, from Church Street (flag-stop)
97. California Street, south side, from Battery Street (flag-stop)
98. Cesar Chavez Street, north side, from Florida Street (flag-stop)
99. O'Shaughnessy Boulevard, west side, from Portola Drive (flag-stop)
100. Pacific Avenue, north side, from Larkin Street (flag-stop)
101. Park Presidio Boulevard, west side, from California Street (flag-stop)
102. Park Presidio Boulevard, east side, from Geary Boulevard (flag-stop)
103. Park Presidio Boulevard, west side, from Geary Boulevard (flag-stop)
104. Portola Drive, south side, from Teresita Boulevard (flag-stop)

ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6AM-10AM AND 4PM-8PM, MONDAY TO FRIDAY

105. 16th Street, north side, from South Van Ness Avenue to 88 feet westerly (88-foot zone)
106. 17th Street, north side, from Wisconsin Street to 50 feet westerly (50-foot zone)
107. Lombard Street, south side, from Pierce Street to 80 feet easterly (80-foot white zone)

ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6AM-10AM, MONDAY TO FRIDAY

108. 19th Avenue, west side, from 137 feet to 257 feet north of Wawona Street (120-foot zone)
109. Castro Street, west side, from 18th Street to 100 feet northerly (100-foot zone)
110. Church Street, west side, from 15th Street to 100 feet northerly (100-foot zone)
111. Divisadero Street, west side, from 118 feet to 188 feet south of Geary Boulevard (70-foot zone)
112. Potrero Avenue, west side, from 25th Street to 100 feet southerly (100-foot zone)
113. Powell Street, west side, from Union Street to 129 feet northerly (129-foot zone)
114. San Jose Avenue, west side, from Dolores Street to 45 feet northerly (45-foot zone)
115. South Van Ness Avenue, west side, from 76 feet to 217 feet south of Market Street (141-foot zone)
116. Van Ness Avenue, west side, from Sacramento Street to 118 feet southerly (118-foot zone)
117. Van Ness Avenue, west side, from Union Street to 134 feet southerly (135-foot zone)

ESTABLISH – TOW AWAY NO PARKING PERMITTED COMMUTER SHUTTLE BUS ZONE, 4PM-8PM MONDAY TO FRIDAY

118. Castro Street, east side, from Market Street to 90 feet northerly (90-foot zone)
119. Church Street, east side, from Market Street to 80 feet northerly (80-foot zone)
120. Powell Street, east side, from Filbert Street to 40 feet northerly (40-foot zone)
121. San Jose Avenue, east side, from 229 feet to 329 feet south of 29th Street (100-foot zone)
122. Van Ness Avenue, east side, from Grove Street to 95 feet northerly (95-foot zone)

ESTABLISH – TOW-AWAY NO STOPPING ANY TIME, PART TIME BUS ZONE 6-10 AM, MONDAY THROUGH FRIDAY

123. 19th Avenue, west side, from Kirkham Street 85 feet to 153 feet northerly (existing bus zone extends part-time by 68 feet)
124. Divisadero Street, west side, from 75 feet to 115 feet south of Haight Street (existing bus zone extends part-time by 45 feet)

ESTABLISH – TOW-AWAY NO STOPPING ANY TIME, PART TIME BUS ZONE 4-8 PM, MONDAY THROUGH FRIDAY

125. Van Ness Avenue, east side, from 72 feet to 112 feet south of Union Street (existing bus zone extends part-time by 40 feet)

ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM AND 3PM-7PM, MONDAY THROUGH FRIDAY

126. 8th Street, west side, from 85 feet to 165, south of Market Street (85-foot zone)

ESTABLISH – TOUR AND COMMUTER SHUTTLE BUS ZONE ONLY, 9:30 AM TO 8 PM

127. Fell Street, north side, from Pierce Street to 160 feet easterly (extends existing tour bus zone hours by an hour in the PM and allows commuter shuttle bus usage)

ESTABLISH – COMMUTER SHUTTLES BUS LOADING ZONE AT ALL TIMES

128. Townsend Street, south side, from 4th Street to 478.5 feet to 638.5 feet westerly (160-foot zone)

San Francisco Long Range Transportation Planning Program

Citizens Advisory Committee

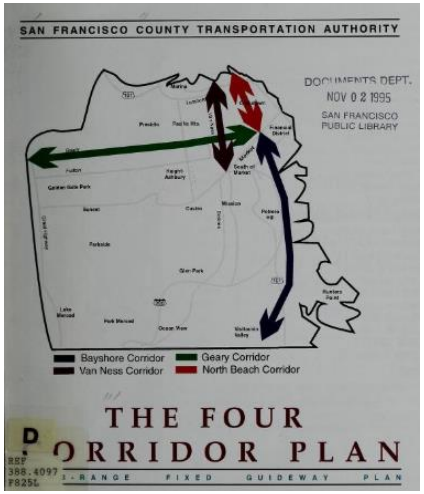
Agenda Item 11

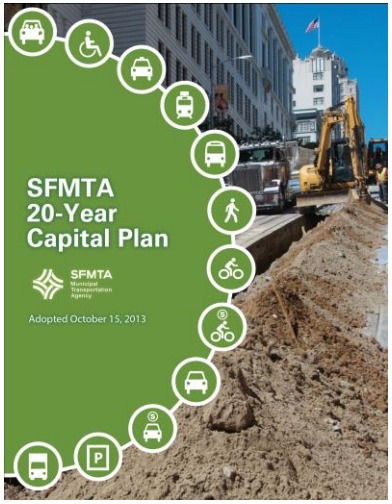
December 2, 2015

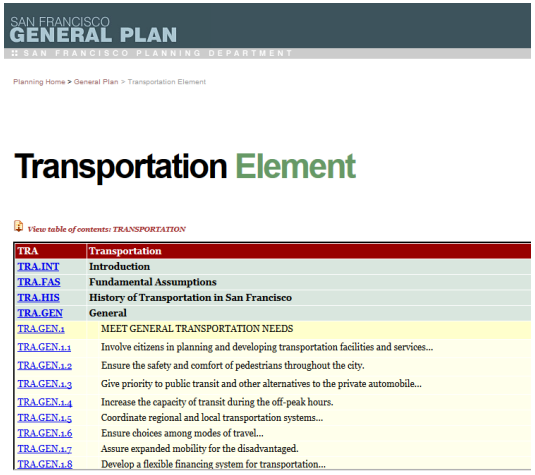
Previous SF planning and funding efforts

PAST INITATIVES> RECENT CHANGES> UPCOMING EFFORT

- **Strategic and capital plans**
- **Modal plans**
- **Policy documents**



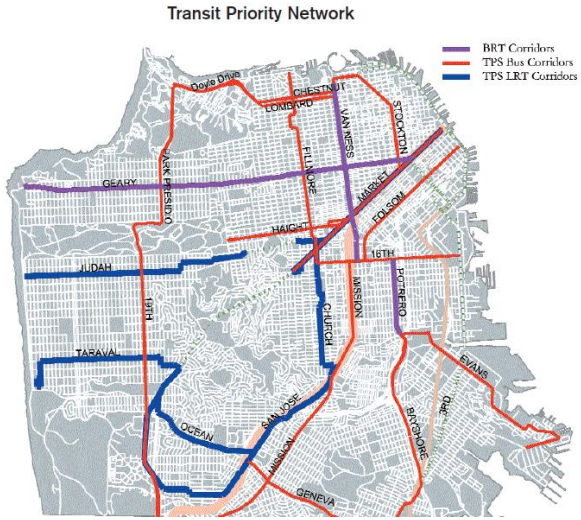


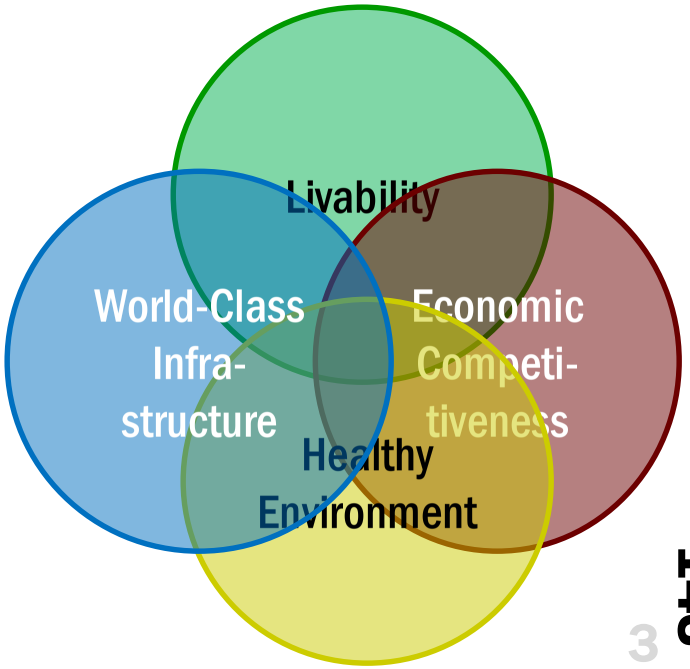


Countywide Transportation Plans

PAST INITATIVES> RECENT CHANGES> UPCOMING EFFORT

- **2003 Plan Outlined Sales Tax Expenditures**
- **Key Recommendations from 2013 Plan**
  - **Muni + Regional Transit Investment**
  - **Maintenance of Local Streets and Roads**
  - **Ped/Bike Safety**
  - **Equity**
  - **TDM + Pricing**
  - **New Revenues**





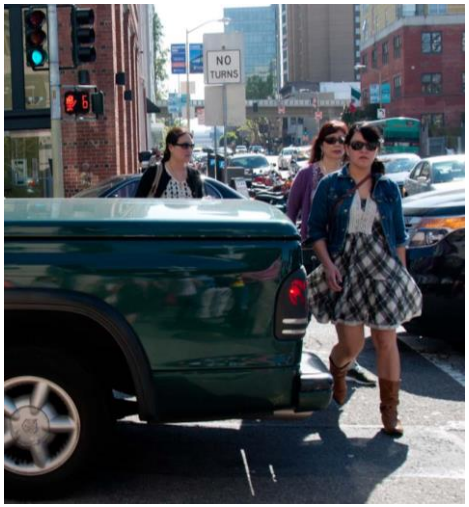
moveSmartSF
SAN FRANCISCO TRANSPORTATION PLAN 2040

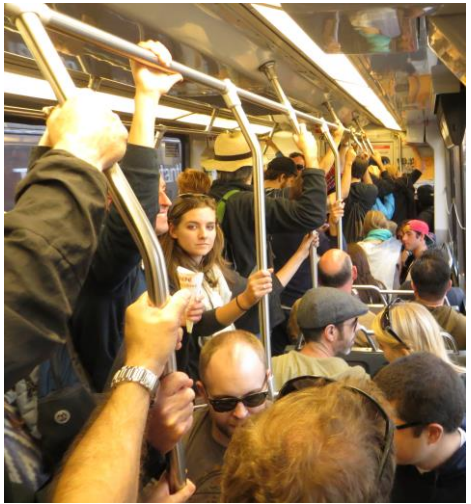
Residential and Employment Growth…

PAST INITATIVES> **RECENT TRENDS>** UPCOMING EFFORT

…Leading to Transportation Crowding + Congestion

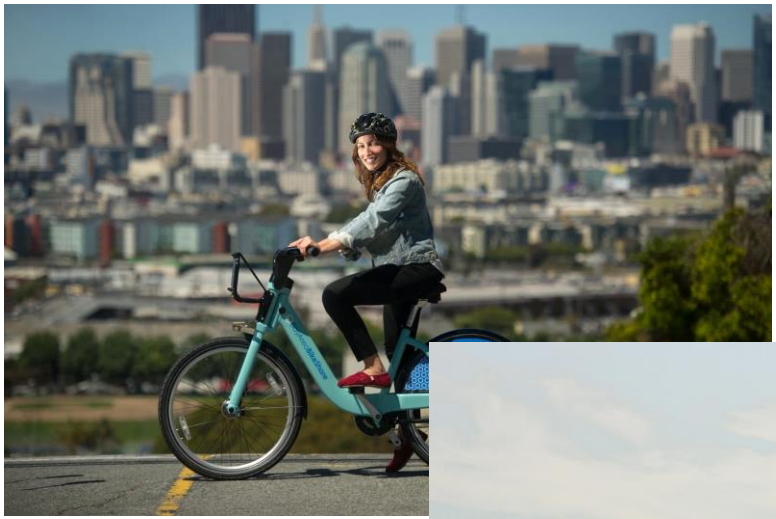
PAST INITATIVES> **RECENT TRENDS>** UPCOMING EFFORT

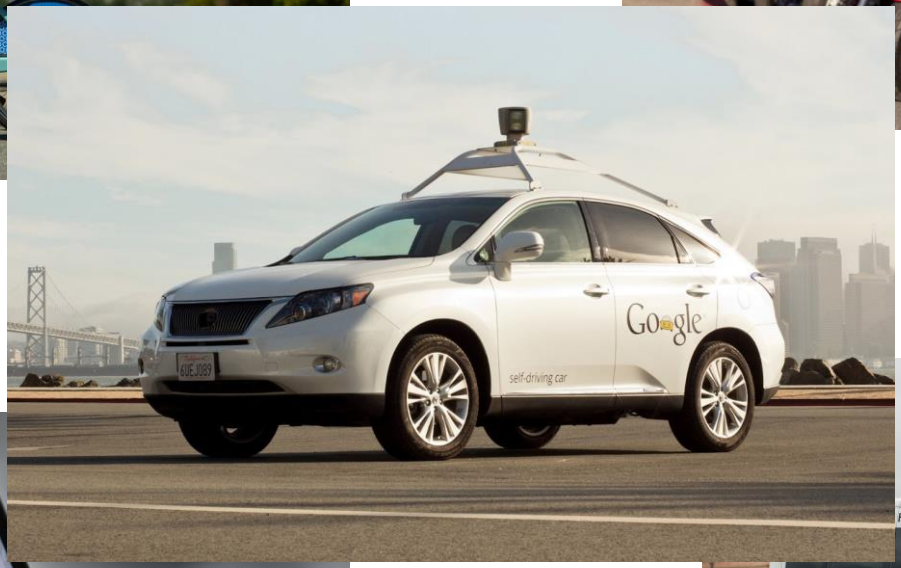


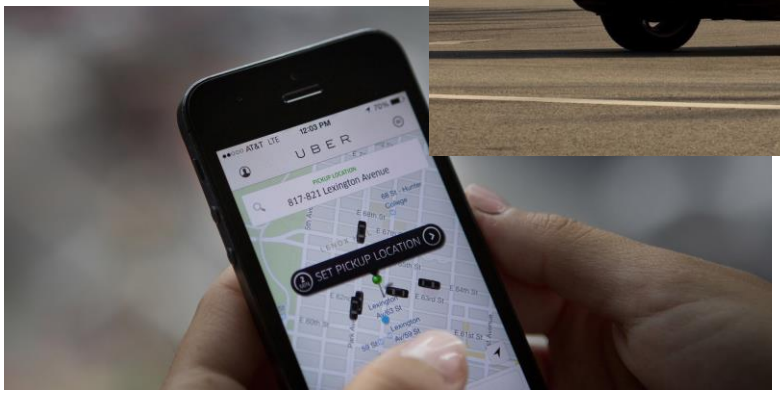


New Transportation Options + Technology

PAST INITATIVES> **RECENT TRENDS>** UPCOMING EFFORT







Project Implementation

PAST INITATIVES> **RECENT TRENDS>** UPCOMING EFFORT

New Revenue Sources (and reduction in traditional ones)

PAST INITATIVES> **RECENT TRENDS>** UPCOMING EFFORT

invest

TRANSPORTATION SUSTAINABILITY FEE

Federal Gridlock Delays National Transportation Infrastructure Investment

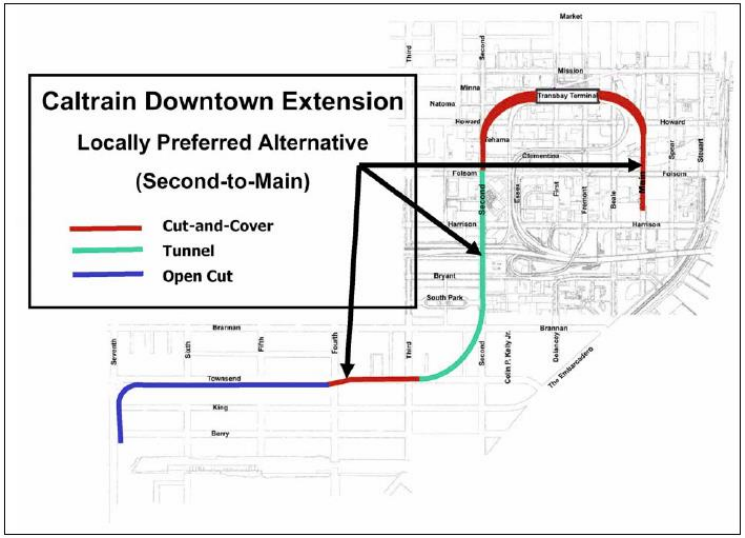
By Dustin McDonald

New Planning Studies

PAST INITATIVES> RECENT TRENDS> UPCOMING EFFORT

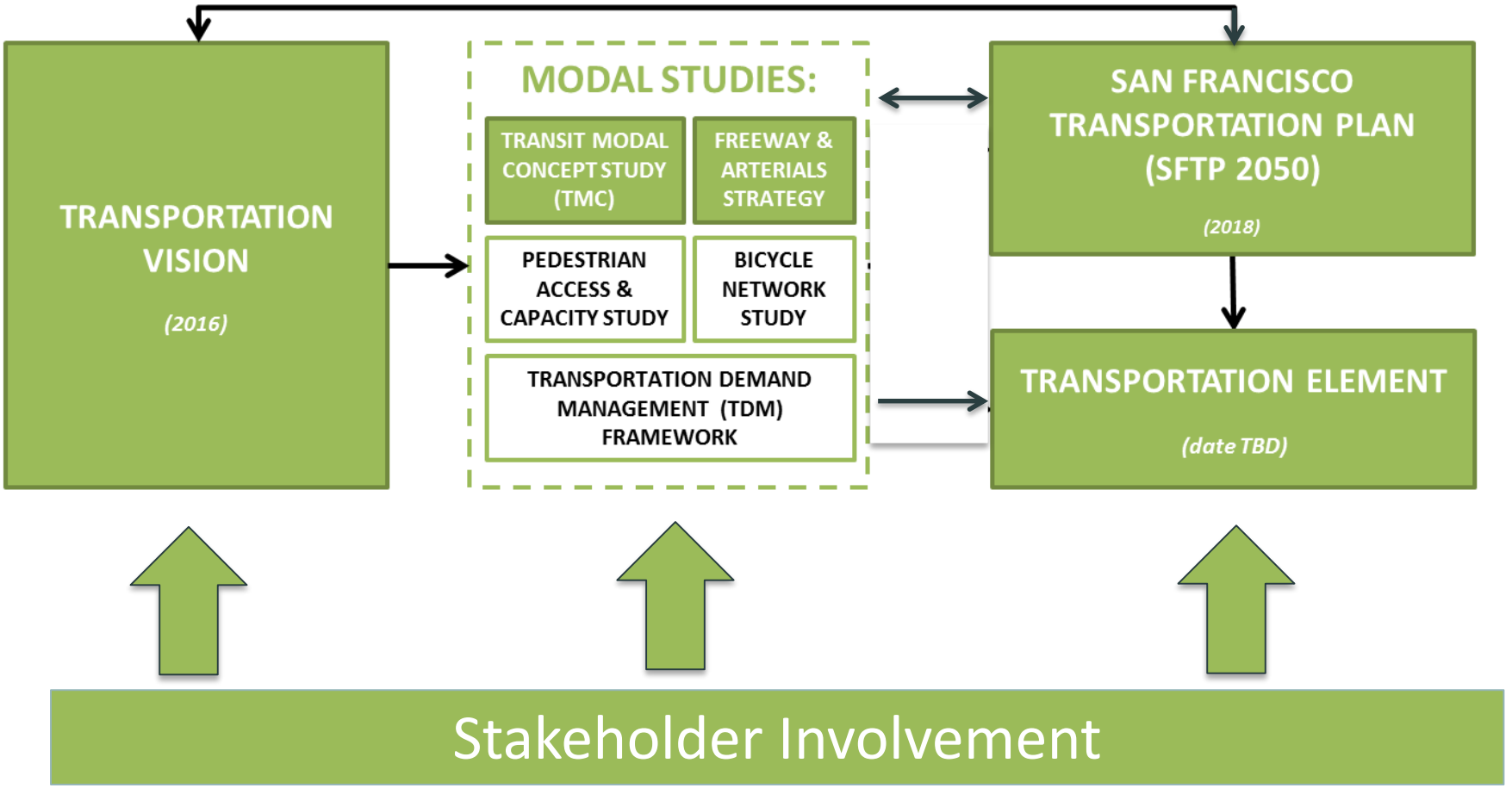
CORE CAPACITY TRANSIT STUDY

METROPOLITAN TRANSPORTATION COMMISSION



SF Long Range Transportation Planning Program

PAST INITATIVES> RECENT TRENDS> UPCOMING EFFORT



SAN FRANCISCO
Office of Economic and Workforce Development

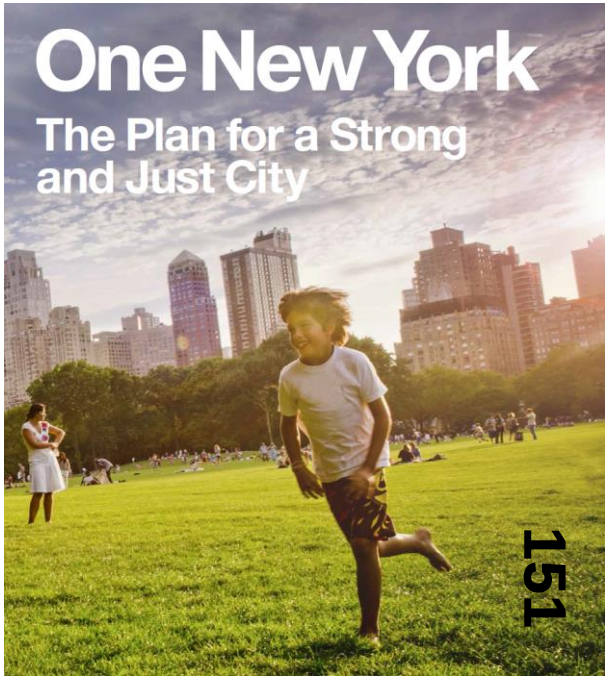
SAN FRANCISCO
PLANNING DEPARTMENT

SFMTA
Municipal Transportation Agency

Vision (2016 anticipated completion)

PAST INITATIVES> RECENT TRENDS> **UPCOMING EFFORT**

- **2065 horizon, no funding constraint**
- **Set goals, objectives, and evaluation framework**
- **Existing conditions and needs assessment**
- **Land Use + Transportation**



Modal Studies (2017 anticipated completion)

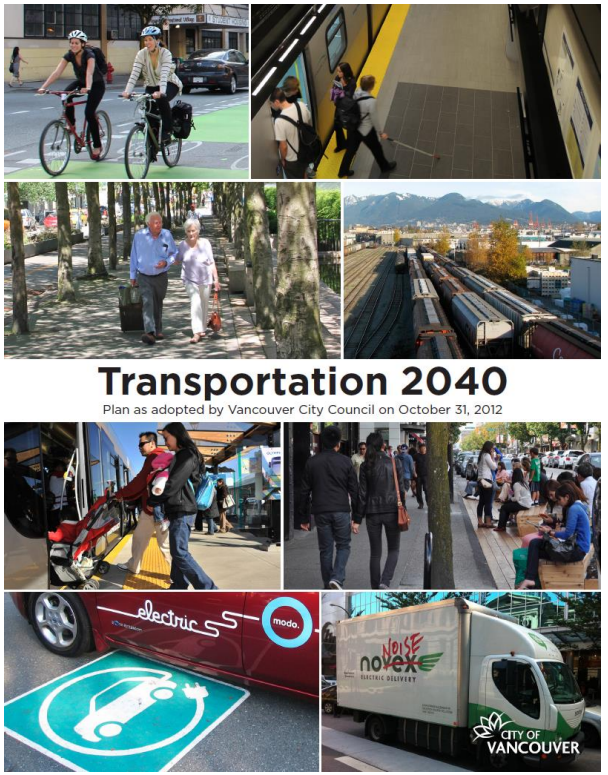
PAST INITATIVES> RECENT TRENDS> **UPCOMING EFFORT**

- **2050 time horizon**
- **Muni Transit + Regional Transit Opportunities**
- **Freeways and arterials**

SFTP 2050 (mid-2018 anticipated completion)

PAST INITATIVES> RECENT TRENDS> UPCOMING EFFORT

- 2050 time horizon; ABAG land use projections
- Policy papers
- Created in parallel with modal studies
- Regional transit and multimodal integration
- Investment scenarios
  - Preferred (financially constrained) scenario based on anticipated revenues
  - Vision scenario assuming new revenues
- Complementary policy and advocacy recommendations



moveSmartSF
SAN FRANCISCO TRANSPORTATION PLAN 2040

move dc
District Department of Transportation
Multimodal Long Range Transportation Plan

Transportation Element Update (completion TBD)

PAST INITATIVES> RECENT TRENDS> UPCOMING EFFORT

- **Required General Plan element per CA law**
- **Codification of City's transportation goals, policies and long-term investment priorities**
- **All City actions and investments must be consistent with General Plan**
- **Updated on less frequent basis *(last update in 1995 post 4-Corridors Plan)***
- **Topics include:**
  - **System/mode share goals**
  - **Transportation Demand Management**
  - **Street and mode network classification (e.g. Bike Network, Transit Preferential Streets, Freight Routes)**
  - **Priority corridors for high-capacity transit investment**
  - **Regional connectivity**
  - **Land Use-transportation coordination**

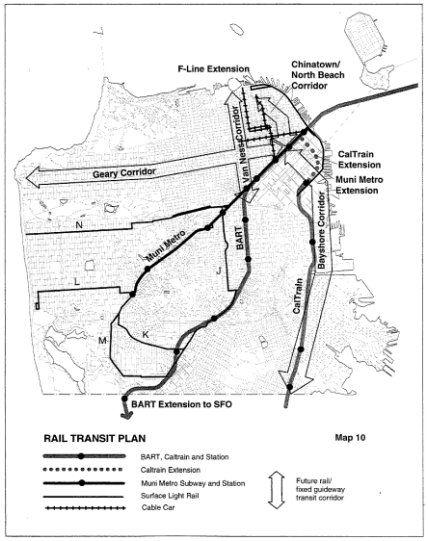
SAN FRANCISCO
GENERAL PLAN
:: SAN FRANCISCO PLANNING DEPARTMENT

Planning Home > General Plan > Transportation Element

Transportation Element

View table of contents: TRANSPORTATION

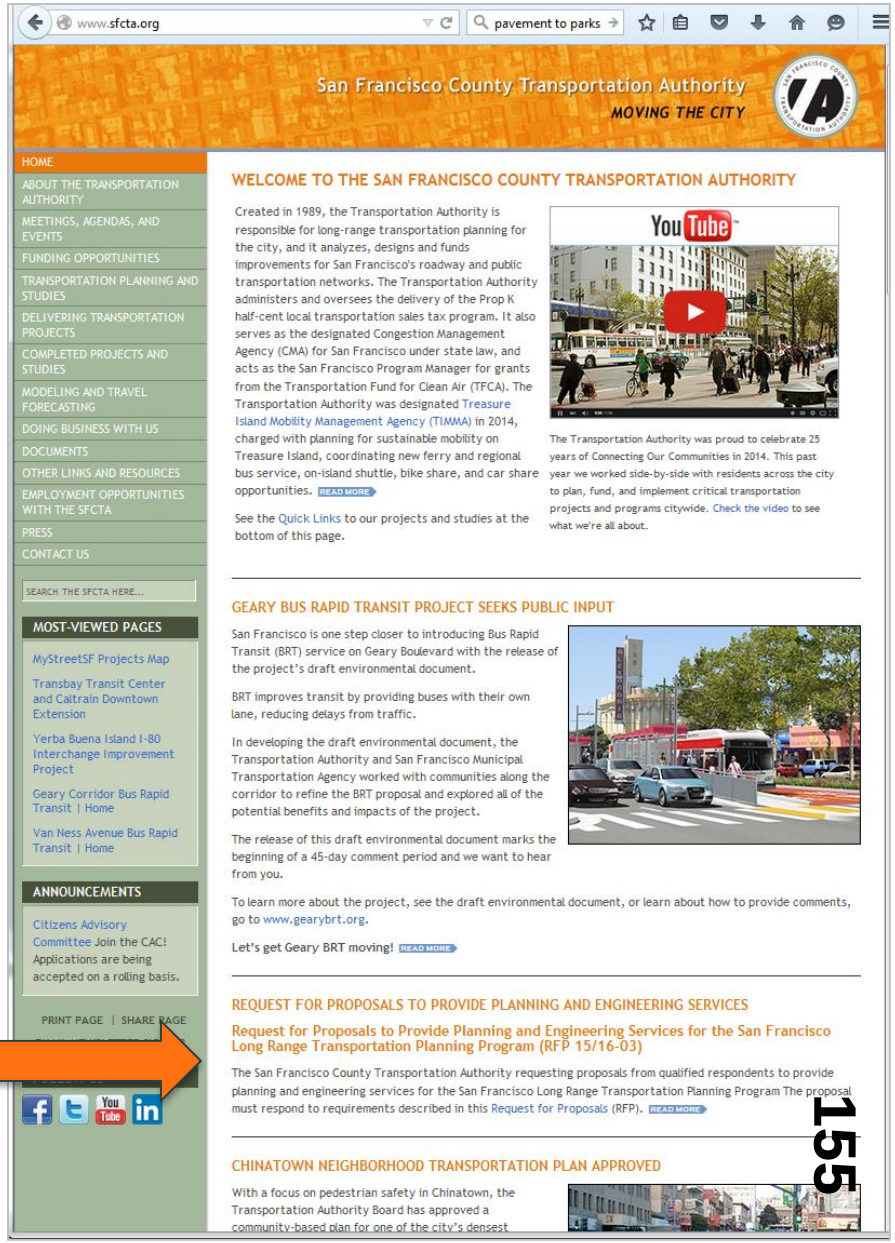
TRA	Transportation
TRA.INT	Introduction
TRA.FAS	Fundamental Assumptions
TRA.HIS	History of Transportation in San Francisco
TRA.GEN	General
TRA.GEN.1	MEET GENERAL TRANSPORTATION NEEDS
TRA.GEN.1.1	Involve citizens in planning and developing transportation facilities and services...
TRA.GEN.1.2	Ensure the safety and comfort of pedestrians throughout the city.
TRA.GEN.1.3	Give priority to public transit and other alternatives to the private automobile...
TRA.GEN.1.4	Increase the capacity of transit during the off-peak hours.
TRA.GEN.1.5	Coordinate regional and local transportation systems...
TRA.GEN.1.6	Ensure choices among modes of travel...
TRA.GEN.1.7	Assure expanded mobility for the disadvantaged.
TRA.GEN.1.8	Develop a flexible financing system for transportation...



Near Term Schedule and Budget

PAST INITATIVES> RECENT TRENDS> UPCOMING EFFORT

- **RFP for Consultant Services ($1.15M)**
  - **Available at www.sfcta.org**
- **Agencies begin near term tasks during procurement**
- **Award contract/consultant kickoff in early 2016**
- **First stakeholder outreach spring 2016**



Thank you!

SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

SFMTA
Municipal Transportation Agency

SAN FRANCISCO
PLANNING
DEPARTMENT

Transbay Transit Center Cost Review

Phases 1 and 2

Programming and Allocations Committee

November 4, 2015

METROPOLITAN TRANSPORTATION COMMISSION

Transbay Transit Center Review

- **Determine, with TJPA, budget requirement to successfully deliver Phase 1**
- **Work with TJPA and funding partners on funding and financing strategies to close funding shortfall**
- **Review Phase 2 cost estimate to understand funding needs going forward**
- **Ultimately, ensure successful delivery of both project phases**

Phase 1 Update

- **September MTC cost and risk review suggested that additional budget range would be prudent:**

	($ millions)
Approved budget (2013)	$1,899
Proposed new request (July 2015, TJPA)	$247
Proposed new total (July 2015, TJPA)	$2,146
Potential additional exposure (Sept. 2015, MTC)	**$48-244**
New Total (Sept. 2015, MTC)	**$2,194-$2,390**

Phase 1 Update

- **Latest risk analysis by TJPA provides updated range:**

	Budget Needed Above Current $1.9 B Baseline ($ millions)		Proposed Revised Budget ($ millions)	
Confidence Level	Bottom-Up Model	Top-Down Model (FTA)	Bottom-Up Model	Top-Down Model (FTA)
30%	289	257	2,189	2,156
50%	307	316	2,207	2,216
70%	325	390	2,224	2,290

- **Based on cost review and updated risk model, recommended/agreed-upon budget addition is $360 million, for a total budget of $2.26 billion.**

Phase 1 Update

- **Potential Funding Sources:**
  - Parcel F
  - Other options being discussed among funding partners
- **TJPA may award some contracts in November, budget amendment would follow**
- **Also working with TJPA on cash flow issue related to restrictions on land sales revenues (only eligible for Capital Costs)**

Phase 2 Review

- **Confirm scope of Phase 2**
- **Assess reasonableness of estimated costs**
  - Basis: 2010 Preliminary Engineering Plans and Cost Estimate, adjusted to **$3.0 billion** (year of expenditure)
  - Focus areas: annual escalation rate, assumed fee/profit, indirect costs, missing items, project contingency, unit rates
- **Provide high-level evaluation of procurement options**

Phase 2 Project Scope:

- **Downtown Extension** (track, tunneling, 4th and Townsend station, utility relocation, systems)
- **Train box fit out**
- **Minor Caltrain Yard modifications**
- ❖ Train box extension
- ❖ Intercity bus facility
- ❖ Tunnel stub box

Included in EIR but not in cost estimate:

- BART/Muni underground connector

❖ = New element

Annual Escalation Rate

- Current estimate assumes **3%** annual escalation rate to year of expenditure
- Caltrans California Highway Construction Cost Index exceeds 3% annual escalation assumptions
- Recommended escalation rate: **5%/year**
- Impact to estimate: **$433 million**

Contractor Fee/Profit

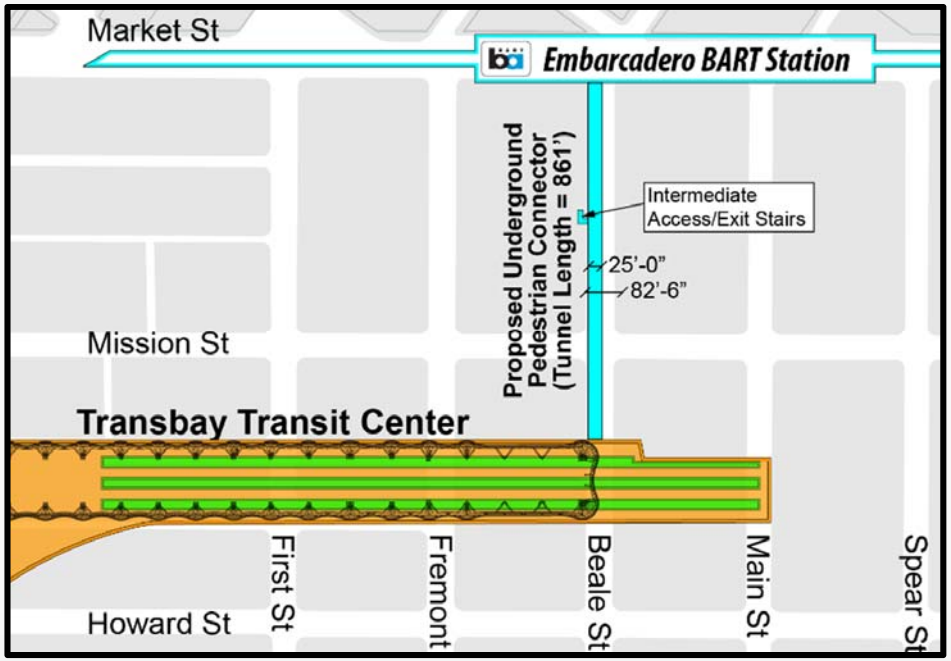
- Current estimate assumes **5%** contractor fee/profit
- Given project complexity and risk, level of competition, and market outlook, bidders are likely to include a higher fee/profit
- Recommended assumed contractor fee/profit: **10%**
- Impact to estimate: **$100 million**

Other Cost Items

Item	Impact to Estimate ($ millions)	
Project Contingency	93	Recommend 27% contingency for current design stage (vs. 24% used)
Missing Items	58	Three non-minor items not included in 30% design and estimate, costs should be added
Indirect Costs	—	Rate of 26% used in estimate appears reasonable
Unit Rates/ Schedule	—	Appear reasonable
Labor Productivity	— /TBD	Some assumptions warrant further review due to project location and complexity

Other Phase 2 Observations

- **Perform value engineering/ constructability reviews**
- **Evaluate potential for phasing** (e.g., advance utility relocation)
- **Engage Caltrain and California High Speed Rail Authority in active scope management**
- **Include BART/Muni pedestrian connector in program**



Summary of Potential Adjustments to Phase 2 Cost Estimate

Item	($ millions)
TJPA Base Estimate (YOE)	$3,005
Escalation (using 5%, instead of 3%)	$433
Fee adjustment (assuming 10%, instead of 5%)	$100
Contingency (using 27%, instead of 24%)	$93
Missing items	$58
Total Adjustments	$684
Add BART/Muni Pedestrian Connector	$120-310
Total Adjusted Estimate	**$3,809-3,999**

Project Procurement Models

- **Four main procurement models**
  - Design-Bid-Build
  - Design-Build
  - Construction Manager/ General Contractor
  - Public-Private Partnership (P3)
- **Key variances are in risk allocation, funding streams, and amount of project control by owner**
- **Potential cost savings with design-build and public-private partnership**
- **TJPA currently undertaking study of models for Phase 2**

Next Steps

- **Continue Phase 1 funding discussions**
- **Consider role in decision process**
  (configuration management board or similar)
- **Review on-going Phase 2 procurement study**