

Table of Contents

No.	Fund Source	Project Sponsor ¹	Expenditure Plan Line Item/ Category Description	Project Name	Phase	Funds Requested	Page No.
1	Prop K	TJPA	Downtown Extension to Rebuilt Transbay Terminal	Transbay Transit Center - Electrical, Communications, Security & Integrated Networks	Construction	\$ 5,449,859	1
2	Prop K	SFMTA	Vehicles - Muni	Replace 100 40-ft Trolley Coaches	Construction	\$ 28,915,153	15
3	Prop K	SFMTA	Vehicles - Muni	Replace 19 60-ft Trolley Coaches	Construction	\$ 6,637,580	29
4	Prop K	SFMTA	Facilities - Muni	1570 Burke Avenue Facility Renovation	Construction	\$ 902,200	41
5	Prop K	SFMTA	Paratransit	Paratransit	Operations	\$ 10,193,010	55
6	Prop K, Prop AA	SFPW	Street Resurfacing, Pedestrian Safety	Haight Street Resurfacing and Pedestrian Lighting	Construction	\$ 1,248,251 \$ 2,052,000	67
7	Prop K	SFPW	Pedestrian and Bicycle Facility Maintenance	Public Sidewalk and Curb Repair	Construction	\$ 561,682	89
8	Prop K	SFMTA	Traffic Calming	Application-Based Residential Street Traffic Calming (Implementation)	Design, Construction	\$ 727,325	103
9	Prop K	SFMTA	Traffic Calming	Application-Based Residential Street Traffic Calming (Planning)	Planning	\$ 213,525	119
10	Prop K	SFPW	Tree Planting and Maintenance	Tree Planting and Establishment	Construction	\$ 1,141,166	131
11	Prop K	SFCTA	Transportation/ Land Use Coordination	NTIP Program Support	Planning	\$ 75,000	143
Total Requested						\$ 58,116,751	

¹ Acronyms: SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency); SFPW (San Francisco Public Works); TJPA (Transbay Joint Powers Authority).



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

FY of Allocation Action: 2017/18

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

Grant Recipient: Transbay Joint Powers Authority

EXPENDITURE PLAN INFORMATION

Prop K EP category: Caltrain Downtown Extension to a Rebuilt Transbay Terminal: (EP-5)

Prop K EP Line Number (Primary): 5 Current Prop K Request: \$ 5,449,859

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisorial District(s): District 06

REQUEST

Brief Project Description (type below)

The requested funds will support the Electrical, Communications, Security & Integrated Networks construction package contract for the San Francisco's new Transbay Transit Center.

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

See the attached detailed scope.

Project Location (type below)

Between Minna and Natoma Streets, from 2nd Street to Beale Street

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? Yes

Other Items Attached? Yes

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

5YPP/STRATEGIC PLAN INFORMATION

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

Is the requested amount greater
than the amount programmed in
the relevant 5YPP or Strategic
Plan? Greater than Programmed Amount _____

Prop K 5YPP Amount: \$ 1,915,674 Prop AA
Strategic Plan Amount: _____

Please describe and justify the necessary amendment:

The TJPA is requesting an administrative amendment to the Prop K Strategic Plan to re-program unneeded funds from prior allocations to the subject project.

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

Background and Project Benefits

Headed by the Transbay Joint Powers Authority (TJPA), the Downtown Extension to a Rebuilt Transbay Terminal (Project) has three major components: the extension (DTX) of Caltrain commuter rail service from its current San Francisco terminus at Fourth and Townsend Streets to a new underground terminus underneath a new Transbay Transit Center (Transit Center); a new, multi-modal Transit Center on the site of the former Transbay Terminal; and the establishment of a Redevelopment Area Plan with related development projects, including transit-oriented development on publicly owned land in the vicinity of the new multi-modal Transbay Transit Center. Substantial Completion of the Transit Center will occur in December 2017, with bus operations following in early 2018.

The Project provides the following public benefits: modernization of the former Transbay Terminal to meet future transit needs; reduced non-transit vehicle use; alleviation of blight and revitalization of the Transbay Redevelopment Area; construction of nearly 4,400 new housing units, thirty-five percent of which will be affordable; facilitate transit use by developing housing next to a major transit hub; improved access to rail and bus services; enhanced access to employment, retail, and entertainment opportunities; and support of local economic development goals. Benefits that will come with the DTX include: improved Caltrain service by providing direct access to downtown San Francisco; enhanced connectivity between Caltrain and other major transit providers; accommodating projected growth in travel demand in the San Jose - San Francisco corridor; reduced traffic congestion on US Highway 101 and I-280 and other routes between San Jose and San Francisco; reduced vehicle hours of delay on major freeways in the Peninsula corridor; improved regional air quality by reducing auto emissions; and direct access to downtown San Francisco for future intercity and/or high-speed rail service.

Current Request

The current request would partially fund the Electrical, Communications, Security & Integrated Networks construction trade package (TG10.4 Electrical). This funding request for **\$5,421,883** is anticipated to be the final Prop K request for funds for Phase 1 of the Project.

The TG10.4 Electrical package was awarded in November 2014 to Fisk Electric Company. The award amount was \$93,396,154 (\$86,799,400 direct costs plus \$6,596,754 fee). Change orders totaling \$24.2 million have been issued for this trade package, bringing the total cost to \$117.6 million. The requested Prop K funds will be used for the awarded base scope, as TJPA issues partial Notices to Proceed (NTP) and NTP has not been issued for the additional scope. The change orders cover work that was not included in a trade package when bid (\$23.7 million, mostly for the Rooftop Park electrical work), and other omissions and necessary changes. The total scope of work includes all labor, materials, equipment, tools, transportation, disposal fees, incidentals and any other costs/fees necessary to complete the work in accordance with the Contract Documents. The major items of work for this package consist of general electrical provisions (switchgear, power distribution, equipment connections, meters, wire & cable, raceways & boxes, grounding, vibration isolation, seismic restraints, etc.); interior and exterior lighting and controls; communications infrastructure (conduits, ducts, raceways, panels, boxes, cabinets, fiber optics, cabling, support structures, etc.); emergency power and emergency communications systems; fire and life-safety systems; uninterruptable power system and automated transfer switch system; communications, safety and security systems; audio-video systems; public information, public address and paging systems; building management and control systems; energy management and monitoring; and construction temporary lighting and power. This funding is anticipated to be used this summer and thus would cover work including: pulling power conductors for building management control systems, fire life safety, and

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

communication systems; terminating electrical panels and equipment; installing lighting, lighting controls, retractable receptacle bollards, lighting in stairwells, and roof pylons. The projected daily man power for the July-August 2017 period is approximately 160.

An overview of the current schedule for the TG10.4 Electrical package is provided below.

- Issued Invitation for Bids – January 2014
- Received bids – October 2014
- Awarded contract – November 2014
- Preconstruction submittals/shop drawings – December 2014 (ongoing)
- Procurement of materials – June 2015 (ongoing)
- Field work – June 2015 (ongoing)

Fisk's bid included 20.4% Small Business Enterprise participation, with seven small business subcontractors. The package is \$117.6 million, including change orders to-date, with \$54.1 million billed through February 2017.

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

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

ENVIRONMENTAL CLEARANCE

Environmental Type: EIR/EIS

PROJECT DELIVERY MILESTONES

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)		1995		2001
Environmental Studies (PA&ED)		2001	Oct-Dec	2016
Right-of-Way	Jul-Sep	2004	Oct-Dec	2019
Design Engineering (PS&E)	Jan-Mar	2005	Jul-Sep	2019
Advertise Construction	Jul-Sep	2007		
Start Construction (e.g. Award Contract)	Oct-Dec	2007		
Operations (i.e., paratransit)				
Open for Use			Jan-Mar	2018
Project Completion (means last eligible expenditure)			Jul-Sep	2018

SCHEDULE DETAILS

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

The Transit Center (Phase 1) will be open for use in early 2018, following Substantial Completion in December 2017.

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

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 3,534,185	\$ 1,915,674	\$ -	\$ 5,449,859
Prop AA				
Total:	\$ 3,534,185	\$ 1,915,674	\$ -	\$ 5,449,859

Prop K funds will leverage \$112.2 million in other funds covering the cost of the Electrical, Communications, Security & Integrated Networks construction trade package.
See attached Funding Plan for Phase 1: Transbay Transit Center.

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ -	\$ -	\$ -
Prop AA				
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ -	\$ -	\$ -

See attached Funding Plan for Phase 1:
Transbay Transit Center

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ 101,230,045	\$ -		Phase 1 actuals
Right-of-Way	\$ 75,564,517	\$ -		Phase 1 actuals
Design Engineering (PS&E)	\$ 318,079,448	\$ -	\$ -	Phase 1 budget
Construction (CON)	\$ 1,764,525,990	\$ 5,449,859	\$ -	Phase 1 budget
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 2,259,400,000	\$ 5,449,859	\$ -	

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

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 5,449,859	\$ -	\$ -	\$ -	\$ 5,449,859
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Downtown Extension to a Rebuilt Transbay Transit Center
Funding Plan for Phase 1: Transbay Transit Center
Updated April 2017**

Phase 1: Transbay Transit Center

Source ²	Type	Status	Project Phases ¹				Total by Status	TOTAL ³
			PE/ENV	PS&E	ROW	CON		
ARRA	Federal	Allocated	\$0	\$70,000,000	\$0	\$330,000,000	\$400,000,000	\$400,000,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
FRA Rail Relocation	Federal	Allocated	\$0	\$0	\$0	\$2,650,000	\$2,650,000	\$2,650,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
FTA Grants	Federal	Allocated	\$19,626,000	\$2,500,000	\$0	\$40,264,000	\$62,390,000	\$62,390,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
FEMA Grants	Federal	Allocated	\$0	\$100,000	\$0	\$0	\$100,000	\$100,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
OneBayArea Grant	Federal	Allocated	\$0	\$0	\$0	\$6,000,000	\$6,000,000	\$6,000,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
TIFIA Loan ⁴	Federal	Allocated	\$0	\$0	\$0	\$171,000,000	\$171,000,000	\$171,000,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
AB 1171	State	Allocated	\$0	\$67,400,000	\$0	\$81,400,327	\$148,800,327	\$150,000,000
		Programmed	\$0	\$0	\$0	\$1,199,673	\$1,199,673	
		Planned	\$0	\$0	\$0	\$0	\$0	
Regional Measure 1	State	Allocated	\$6,600,000	\$0	\$0	\$47,800,000	\$54,400,000	\$54,400,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Regional Measure 2	State	Allocated	\$40,930,443	\$15,243,327	\$52,745,000	\$34,097,673	\$143,016,443	\$143,016,443
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
RIP-SF	State	Allocated	\$0	\$6,762,000	\$3,391,000	\$0	\$10,153,000	\$10,153,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
AC Transit	Local	Allocated	\$0	\$0	\$0	\$39,610,563	\$39,610,563	\$39,610,563
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Land Sales	Local	Allocated	\$0	\$0	\$0	\$515,867,592	\$515,867,592	\$515,867,592
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Other Local ⁵	Local	Allocated	\$2,306,000	\$643,000	\$37,000	\$9,673,000	\$12,659,000	\$12,659,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Prop K	Local	Allocated	\$26,478,003	\$19,050,000	\$20,346,996	\$68,019,616	\$133,894,615	\$139,344,474
		Programmed	\$0	\$0	\$0	\$1,915,674	\$1,915,674	
		Planned	\$0	\$0	\$0	\$3,534,185	\$3,534,185	
SMCTA	Local	Allocated	\$4,497,000	\$0	\$0	\$0	\$4,497,000	\$4,497,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Bank Loan	Local	Allocated	\$0	\$0	\$0	\$154,000,000	\$154,000,000	\$154,000,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$0	\$0	
Transit Center District Plan Revenues ⁶	Local	Allocated	\$0	\$0	\$0	\$0	\$0	\$146,600,000
		Programmed	\$0	\$0	\$0	\$0	\$0	
		Planned	\$0	\$0	\$0	\$146,600,000	\$146,600,000	
City Financing	Local	Allocated	\$0	\$0	\$0	\$169,000,000	\$169,000,000	\$247,211,928
		Programmed	\$0	\$0	\$0	\$78,211,928	\$78,211,928	
		Planned	\$0	\$0	\$0	\$0	\$0	
Totals		Allocated	\$100,437,446	\$181,598,327	\$76,519,996	\$1,669,382,771	\$2,027,938,540	\$2,259,400,000
		Programmed	\$0	\$0	\$0	\$81,327,275	\$81,327,275	
		Planned	\$0	\$0	\$0	\$150,134,185	\$150,134,185	
			\$100,437,446	\$181,598,327	\$76,519,996	\$1,900,844,231	\$2,259,400,000	

¹ Acronyms used for project phases include: PE/ENV - Preliminary Engineering/Environmental Documentation, PS&E - Plans, Specifications & Estimates or Final Design, ROW - Right of Way, CON - Construction.

² Acronyms used in this column include: AB - Assembly Bill, ARRA - American Recovery and Reinvestment Act, FRA - Federal Railroad Administration, FTA - Federal Transit Administration, RIP - Regional Improvement Program, TJPA - Transbay Joint Powers Authority, SMCTA - San Mateo County Transportation

³ In June 2016, the TJPA Board approved a revised budget of \$2.259 billion. However, the Estimate at Completion is currently \$2.150 billion, so not all of the approved City Financing funds are anticipated to be used.

⁴ The majority source of repayment for the TIFIA loan is tax increment. Passenger facility charges from AC Transit also represent a portion of the pledged revenues.

⁵ Land Sales includes actual proceeds for Parcels B, T and F, and Blocks 5, 6, 8 and 9.

⁵ Other Local includes proceeds from the sale of Transferrable Development Rights (TDRs) associated with 80 Natoma, as well as income from leasing out the various properties TJPA acquired before they were needed for construction. This also includes interest earnings.

⁶ The Transit Center District Plan includes impact fees and formation of a Community Facilities District (CFD) to provide project funding. The City has been collecting impact fees, and anticipates the first bond issuance will be Summer 2017.

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM					
Electrical, Communications, Security & Integrated Networks construction trade package					
Budget Line Item	Totals	% of contract	TJPA	Contractor	
Contract					
TG10.4 Electrical scope of work					
General Electrical	\$ 34,831,832	30%			
Lighting and Controls	\$ 20,679,762	18%			
Communications Infrastructure	\$ 13,615,293	12%			
Emergency Systems	\$ 11,096,215	9%			
Security Systems	\$ 12,722,073	11%			
Public Information Systems	\$ 6,308,354	5%			
Building Control Systems	\$ 8,630,305	7%			
Energy Management Systems	\$ 5,548,896	5%			
Other	\$ 4,192,916	4%			
Subtotal	\$ 117,625,646	100%		\$	117,625,646
TOTAL ELECTRICAL	\$ 117,625,646		\$ -	\$	117,625,646

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/16/2017 **Res. No.:** _____ **Res. Date:** _____

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

Grant Recipient: Transbay Joint Powers Authority

Funding Recommended:	Action	Amount	Phase
		Prop K Allocation	\$ 5,449,859
	Total:	\$ 5,449,859	

Total Prop K Funds: \$ 5,449,859 **Total Prop AA Funds:** \$ -

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

Fund Expiration Date: 3/31/2019 **Eligible expenses must be incurred prior to this date.**

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger:

Deliverables:

1. Quarterly progress reports will include % complete by contract task.
2.
3.

Special Conditions:

1. The recommended allocation is contingent on an administrative amendment to the Prop K Strategic Plan to re-program unneeded funds from prior allocations to the subject project.
2. For contracts valued at less than \$10 million, TJPA will advise the Transportation Authority of any contract scope changes of \$500,000 or more. For contracts valued at \$10 million or more, TJPA will advise the Transportation Authority of any contract scope changes of \$1 million or more. In both cases, TJPA will obtain Transportation Authority administrative concurrence prior to approving the change. All scope changes must be consistent with the approved scope of work for the overall Prop K allocation.
3.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/16/2017 **Res. No.:** _____ **Res. Date:** _____

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

Grant Recipient: Transbay Joint Powers Authority

Notes:

1. The TJPA has agreed to the attached oversight protocol for Phases 1 and 2 of the Transbay Transit Center program.
2. _____

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

SFCTA Project

Reviewer: CP

SGA PROJECT NUMBER

Sponsor: Transbay Joint Powers Authority

SGA Project Number: 105-914xxx **Name:** Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

Phase: Construction (CON) **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$5,449,859				\$5,449,859

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 5,449,859

Current Prop AA Request: \$ -

Project Name: Transbay Transit Center - Electrical, Communications, Security & Integrated Networks

Grant Recipient: Transbay Joint Powers Authority

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

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

CONTACT INFORMATION

Project Manager

Grants Section Contact

Name: Dennis Turchon

Sara DeBord

Title: Senior Construction Manager

Chief Financial Officer

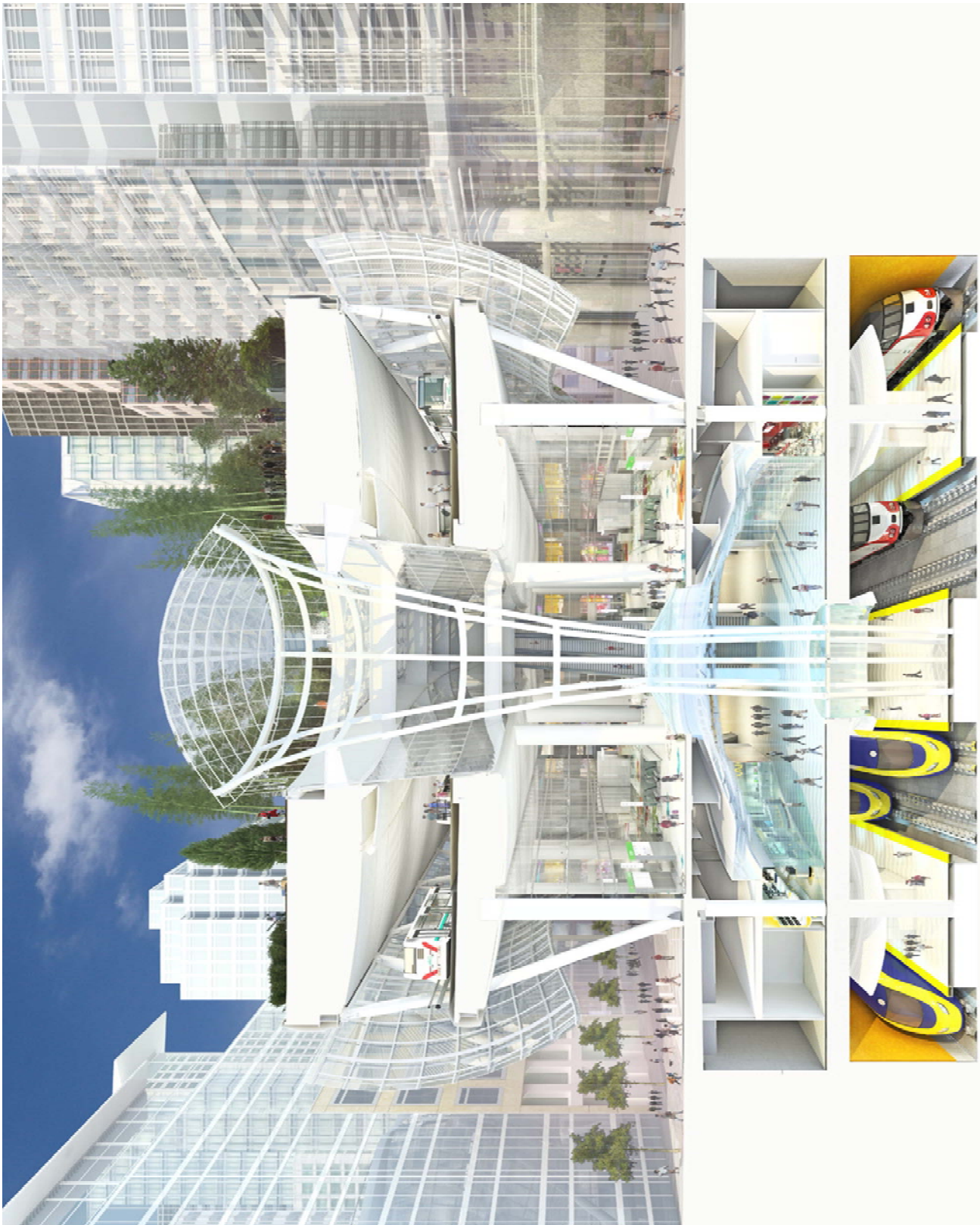
Phone: 415-597-4613

415-597-4039

Email: dturchon@transbaycenter.org

sdebord@transbaycenter.org

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



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

SFCTA OVERSIGHT PROTOCOL FOR
THE TRANSBAY TRANSIT CENTER AND CALTRAIN DOWNTOWN EXTENSION

This oversight protocol sets the framework for a partnership between the Transbay Joint Powers Authority (TJPA) and the San Francisco County Transportation Authority (SFCTA) for the purpose of achieving the shared goal of on time and on budget delivery of a quality project for both the Transbay Transit Center (TTC) and the Caltrain Downtown Extension (DTX). The intent is to integrate the SFCTA Project Management Oversight representative (SFCTA PMO) into the TJPA Project Management Team's (TPMT) processes and protocols to serve as a resource to the team in addition to performing a traditional oversight role. In order to add value to this partnership, the SFCTA agrees that its PMO will have the appropriate technical, project management skills, and background to perform its duties. All SFCTA costs related to the PMO services will be borne by the SFCTA.

1. The TJPA Project Management Team (TPMT) will have an open door policy and work closely with the SFCTA PMO, who will have access to project Section Managers and available information through TJPA staff. The SFCTA understands that some information will be confidential and commits to honor that confidentiality by not sharing or divulging any information so defined.
2. The SFCTA PMO will attend all appropriate progress meetings with the TPMT, to stay abreast of all project activities and when warranted, may also attend, as observer, partnering sessions and progress meetings with the contractor. The TPMT will provide a list of current and anticipated regularly scheduled meetings, and the SFCTA PMO and TPMT will jointly determine the meetings that would be most useful.
3. Subject to FTA and FRA concurrence, the SFCTA PMO will also attend meetings with the FTA and FRA and its PMOCs.
4. The TPMT will make available to the SFCTA PMO all project deliverables, reports, plans, procedures, and progress and cost reports for review and comment, which will be performed within the stipulated review period and submitted to the TPMT for consideration. Should the SFCTA PMO not provide comments by the due date, the TPMT may assume that they are not forthcoming.
5. The SFCTA PMO will review progress and cost reports and provide comments.
6. The SFCTA PMO will participate as an observer in consultant selection panels and proposal/bid reviews.
7. The SFCTA PMO will monitor quality through regular discussions with the TPMT and the TJPA Quality Assurance Manager.
8. The SFCTA PMO will be a member of the Risk Management team and participate in all Risk Management meetings and receive copies of the original risk register, its monthly updates, and reports.
9. For the DTX, the TPMT will institute a Configuration Management Board (CMB), with the SFCTA PMO as voting member, to review all proposed changes, regardless of whether they are owner, designer, or contractor originated, to determine merit, agree on quantum, and ultimately authorize all changes for the project. The SFCTA agrees that its PMO will have the appropriate technical and Project Management background and will not have veto power. Recognizing that the TTC construction is well underway, and in lieu of establishing a new body for the TTC, voting participation by the SFCTA PMO in the existing change order review group will fulfil this requirement.
10. The SFCTA PMO will provide support to the TPMT on funding and financing issues, including proactively identifying grants and other funding opportunities.
11. The SFCTA PMO will review and approve project invoices submitted to the SFCTA and assure that they are processed in a timely manner.
12. The SFCTA PMO will assist the TPMT with development of grant amendments and funding requests which are submitted to the SFCTA for approval

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

FY of Allocation Action: 2017/18

Project Name: Replace 100 40-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

EXPENDITURE PLAN INFORMATION

Prop K EP category: Vehicles-Transit vehicle replacement and renovation: (EP-17)

Prop K EP Line Number (Primary): 17 Current Prop K Request: \$ 28,915,153

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisorial District(s): Citywide

REQUEST

Brief Project Description (type below)

Procure 100 40-foot standard New Flyer electric trolley coaches to replace 100 Electric Transit Inc. (ETI) 40-foot trolley coaches that have reached the end of their useful lives. The new coaches will improve the performance of SFMTA's transit fleet and reduce maintenance costs. The ETI coaches have become increasingly unreliable and difficult to maintain since the manufacturer went out of business in 2004.

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

See attached narrative for additional scope details.

Project Location (type below)

Citywide

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 40,208,302 Prop AA Strategic Plan Amount: _____

Replace 100 40-foot Trolley Coaches

Background

The SFMTA currently has a fleet of 240 40-ft standard ETI trolley coaches that were placed into service in 2001 – 2003. The useful life of trolley coaches per Federal Transit Administration (FTA) Circular C5010.1E is 15 years. Therefore, most of the ETI Trolley coaches have already exceeded their useful life and are overdue for replacement. The SFMTA has entered into a joint procurement contract with King Country Metro in Seattle (the second largest trolley coach operator in the United States). Through options to the multi-year contract the SFMTA plans to purchase up to 240 40-foot standard and 93 60-foot articulated trolley coaches. A contract for an initial purchase of 60 articulated trolley coaches from New Flyer Inc. was signed on February 26, 2014, partially funded by a \$20,831,776 Prop K allocation. On August 31, 2016 Contract Amendment #1 was exercised to purchase an additional 33 articulated trolley coaches, partially funded by a \$5 million Prop K allocation. Deliveries for these 33 articulated trolleys are scheduled to begin in September 2017, which will replace the older 60-foot ETI trolley coaches.

Performance of the 240 ETI 40-ft standard trolley coaches has been declining due to mechanical and electrical system failures, and finding replacement parts to maintain the trolley coaches is difficult since ETI has been out of business since 2004. Maintenance costs have been increasing exponentially as the fleet has reached the end of its service lifespan. Consequently, SFMTA has made the decision to retire and replace these ETI 40-ft coaches by 2019.

Scope

To begin replacing these vehicles, the SFMTAB Board approved Contract Amendment # 2 to purchase 185 40-ft standard trolley coaches from New Flyer Inc. in April 2017. Contract Amendment #2 will go to the Board of Supervisors for approval in June 2017. This Contract Amendment #2 includes related tools, training and spare parts, for a total amount not to exceed approximately \$245 million, and for a term not to exceed six years. The subject Prop K request will provide matching funds for \$115.66 million in FTA funds, and will allow SFMTA to issue a Notice to Proceed (NTP) for production of 100 of the trolley coaches. The SFMTA plans to apply for another \$96.8 million in FTA funds when they become available, request an additional \$24.2 million in Prop K matching funds, and issue an NTP for the remaining 85 trolley coaches when the funds have been secured.

SFMTA/ New Flyer Contract – Trolley Coach Procurement

Contract/ Option	Date of NTP	# Trolleys to be Procured	Vehicle Type	Vehicles Replaced	Originally Placed in Service	Total Cost	Prop K Funds	
Base Contract	Feb-2014	60	60' Articulated	New Flyer 60-foot	1993-94	\$105.2M	\$20.8M	
Contract Amendment #1	<i>Replace 33 ETI 60-foot articulated trolley coaches</i>						\$58.2M	
NTP 1	Oct-2016	14	60' Articulated	ETI 60-foot	2003		\$5.0M	
NTP 2	N/A	19	60' Articulated	ETI 60-foot	2003		\$6.1M	
TOTAL 60-foot		93	60' Articulated				\$11.1M	
Contract Amendment #2	<i>Replace 185 ETI 40-foot standard trolley coaches</i>						\$265.6M	
NTP 1	July 2017	100	40' Standard	ETI 40-foot	2001-03		\$28.9M	
NTP 2	N/A	85	40' Standard	ETI 40-foot	2001-03		\$24.2M	
TOTAL 40-foot		185	40' Standard				\$53.1M	

The SFMTA will not replace the remaining 55 40-foot trolleys with additional trolleys. In its 2014 Fleet Plan, the SFMTA laid out its goal of increasing capacity on its Rapid and Local Frequent routes by upgrading from 40-foot buses to 60-foot buses. This is part of the readjustment to reduce the quantity of 40-foot trolleys.

Benefits

The Replacement of 185 40-Foot Trolley Coaches project will ensure that there are enough vehicles available to transport passengers throughout the City. A portion of the replacement trolley coaches will be used for the bus rapid transit (BRT) service being planned on the Van Ness corridor. The Van Ness BRT project will allow a faster mode of transportation through one of the busiest corridors in the city. The replacement trolley coaches are anticipated to have a useful life of 15 years.

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

Project Name: Replace 100 40-ft Trolley Coaches

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right-of-Way				
Design Engineering (PS&E)	Jan-Mar	2013	Oct-Dec	2014
Advertise Construction				
Start Construction (e.g. Award Contract)	Oct-Dec	2017		
Operations (i.e., paratransit)				
Open for Use			Jan-Mar	2019
Project Completion (means last eligible expenditure)			Oct-Dec	2019

SCHEDULE DETAILS

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

first coach delivered: 12/04/2017
last coach delivered: 1/28/2019

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

Project Name: Replace 100 40-ft Trolley Coaches

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$ 28,915,153		\$ 28,915,153
Prop AA	\$ -	\$ -	\$ -	\$ -
Federal (FTA Transit Capital Priorities)	\$ -	\$ 95,660,612	\$ 20,000,000	\$ 115,660,612
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ 124,575,765	\$ 20,000,000	\$ 144,575,765

Funding plan for the purchase of 100 40-foot trolley coaches; approved through Contract Amendment #2.

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$ 53,124,648		\$ 53,124,648
Prop AA	\$ -	\$ -	\$ -	\$ -
Federal (FTA Transit Capital Priorities)	\$ 96,837,982	\$ 95,660,612	\$ 20,000,000	\$ 212,498,594
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ 96,837,982	\$ 148,785,260	\$ 20,000,000	\$ 265,623,242

Funding plan for the purchase of 185 40-foot trolley coaches; approved through Contract Amendment #2. See below for details.

From SFMTA Board agenda April 18, 2017, Item 12

Financial Plan

Project Funding Source	Amount
Federal Grant – FY15 5337	\$ 20,000,000
Federal Grant – FY17 5337	\$ 95,660,612
Federal Grant – FY18 5337	\$ 96,867,982
Proposition K Sales Tax	\$ 53,124,648
Total Funding for Amendment No. 2	\$ 265,623,242

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ 265,623,242	\$ 28,915,153	\$ -	Contract + Engineer's Estimate
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 265,623,242	\$ 28,915,153	\$ -	

Complete of Design: as of
 Expected Useful Life: Years

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 3,180,667	\$ 25,734,486	\$ -	\$ -	\$ 28,915,153
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Project Name: Replace 100 40-ft Trolley Coaches

Budget for CPT632 Contract Amendment No. 2 (Replace 185 40-foot Standard ETI Trolley Coaches)

SUMMARY

PROCUREMENT	Provide by	Amount	% of Contract	Labor Detail
Vehicle (185 40-ft electric trolley buses)	Vendor	\$213,204,915	87.2%	
Spare Parts	Vendor	\$6,000,000	2.5%	
Tools, Training, & Manuals	Vendor	\$6,250,000	2.6%	
Sale Tax (8.50%)		\$19,163,668	7.8%	
Total contract			\$244,618,583	
Consultant Support	Consultant	\$3,518,490	1.4%	
Engineering & Project Management	SFMTA	\$6,045,298	2.5%	I
Maintenance Support	SFMTA	\$9,075,381	3.7%	II
Operations Support	SFMTA	\$696,304	0.3%	III
Warranty Support	SFMTA	\$1,239,625	0.5%	IV
Other Direct Cost (Travel & Per Diem)	SFMTA	\$429,562	0.2%	
City Attorney Review Fees 2 hrs x \$250/hr.	CAO	\$500	0.0%	
Total Amendment No. 1:			\$265,623,242	

SFMTA LABOR DETAILS

Procurement Phase for Contract Amendment No. 2 (185 40-ft.)

I. Engineering & Project Management	No. of FTEs	Total No. of Hours	Fully Burdened Cost/Hour	Total Cost
Program Manager (5211)	1	2685	252.61	\$678,200
Resident Engineer (5241)	1	5370	220.13	\$1,181,973
Lead Engineer (5207)	2	5370	192.02	\$2,062,143
Fleet Engineer (5203)	1	5370	167.42	\$898,969
Administrative Support (1824)	1	2685	193.67	\$519,951
Administrative Support (1822)	1	2685	147.16	\$395,083
Administrative Support (1820)	1	2685	115.09	\$308,980
Total				\$6,045,298
II. Maintenance Support				
Auto Transit Shop Supv (7216)	1	1342	198.19	\$266,042
Auto Mech Assist Sup (7253)	1	5370	181.24	\$973,195
Automotive Mechanic (7371)	10	5370	145.94	\$7,836,144
Total				\$9,075,381
III. Operations Support				
Transit Manager (9141)	1	537	200.43	\$107,619
Transit Supervisor (9139)	1	537	154.6	\$83,016
Transit Operator (9163)	8	537	117.72	\$505,669
Total				\$696,304

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

Warranty Support

2 Year Warranty

Resident Engineer (5241)	1	834	220.13	\$183,648
Lead Engineer (5207)	2	834	192.02	\$320,404
Auto Mech Assist Sup (7253)	1	834	181.24	\$151,209
Automotive Mechanic (7371)	1	834	145.94	\$121,753

Total 2 Year Warranty **\$777,015**

Extended Warranty

Resident Engineer (5241)	1	626	220.13	\$137,736
Lead Engineer (5207)	2	626	192.02	\$120,151
Auto Mech Assist Sup (7253)	1	626	181.24	\$113,407
Automotive Mechanic (7371)	1	626	145.94	\$91,315

Total Extended Warranty **\$462,610**

IV. Total Warranty Support

\$1,239,624.63

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/18/2017 **Res. No:** _____ **Res. Date:** _____

Project Name: Replace 100 40-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

		Action	Amount	Phase
Funding Recommended:		Prop K Allocation	\$28,915,153	Construction (CON)
		Total:	\$28,915,153	

Total Prop K Funds: \$28,915,153 **Total Prop AA Funds:** \$ -

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

Fund Expiration Date: 12/31/2025 **Eligible expenses must be incurred prior to this date.**

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger: _____

Deliverables:

1. Quarterly progress reports shall provide percent complete for the overall project scope, the number of vehicles accepted for service and total expenses incurred (not necessarily invoiced to Prop K) in the previous quarter, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.
2. Upon placing the first vehicle into revenue service, provide two digital photos of the accepted vehicle, with at least one showing the decal with Prop K logo affixed to a vehicle.
3. _____

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/18/2017 **Res. No.:** _____ **Res. Date:** _____

Project Name: Replace 100 40-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

Special Conditions:

1. The recommended allocation is contingent upon a commitment by the SFMTA to maintain the 100 new trolley coaches in a state of good repair, including a mid-life overhaul program to allow them to meet or exceed expectations for their useful lives per FTA guidelines.
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. Reminder on Attribution: A decal identifying the Transportation Authority and Prop K sales tax funds should be affixed to equipment purchased with Prop K funds. In addition, press releases related to the project should include the following statement: "This project was made possible in part with Proposition K Sales Tax dollars provided by the San Francisco County Transportation Authority." See Section 3.H.a in the SGA for additional details.
2. Prop K funds from the New and Renovated Vehicles - Muni Expenditure Plan category will cover expenses for replacement vehicles only.
3. SFMTA should close out the procurement sub-project on completion of procurement-related work. Warranty work may continue under the sub-project designated for that purpose.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	80.00%	No Prop AA
Actual Leveraging - This Project	80.00%	No Prop AA

SFCTA Project P&PD
Reviewer: _____

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/18/2017 **Res. No:** _____ **Res. Date:** _____

Project Name: Replace 100 40-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - MUNI

SGA Project Number: 117-910xxx **Name:** Replace 100 40-ft Trolley Coaches

Phase: Construction (CON) **Fund Share:** 19.54%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$3,106,967	\$25,138,186			\$28,245,153

Sponsor: San Francisco Municipal Transportation Agency - MUNI

SGA Project Number: 117-910xxx **Name:** Replace 100 40-foot Trolley Coaches - Warranty

Phase: Warranty **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K			\$210,000	\$210,000	\$250,000	\$670,000

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 6,637,580

Current Prop AA Request: \$ -

Project Name: Replace 100 40-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

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

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

jg

CONTACT INFORMATION

Project Manager

Grants Section Contact

Name: Gary Chang, P.E.

Joel Goldberg

Title: Project Manager

Manager, Capital Procurement & Managemer

Phone: (415) 401-3173

415-646-2520

Email: gary.chang@sfmta.com

joel.goldberg@sfmta.com

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





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

FY of Allocation Action: 2017/18

Project Name: Replace 19 60-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

EXPENDITURE PLAN INFORMATION

Prop K EP category: Vehicles-Transit vehicle replacement and renovation: (EP-17)

Prop K EP Line Number (Primary): 17 Current Prop K Request: \$ 6,637,580

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisorial District(s): Citywide

REQUEST

Brief Project Description (type below)

Procure 19 60-foot articulated New Flyer electric trolley coaches to replace 19 Electric Transit Inc. (ETI) 60-foot trolley coaches that have reached the end of their useful lives. The new coaches will improve the performance of SFMTA's transit fleet and reduce maintenance costs. The ETI coaches have become increasingly unreliable and difficult to maintain since the manufacturer went out of business in 2004.

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

See attached narrative for additional scope details.

Project Location (type below)

Citywide

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 16,111,653 Prop AA Strategic Plan Amount: _____

Replace 19 60-Foot Trolley Coaches

Background

In 2014 the SFMTA began an effort to replace its fleet of 93 60-ft articulated trolley coaches consisting of 60 New Flyer trolleys that were placed into service in 1993 - 1994 and 33 ETI trolleys that were placed into service in 2003. The useful life of trolley coaches per Federal Transit Administration (FTA) Circular C5010.1E is 15 years. The SFMTA has entered into a joint procurement contract with King County Metro in Seattle (the second largest trolley coach operator in the United States). Through options to the multi-year contract the SFMTA plans to purchase up to 240 40-foot standard and 93 60-foot articulated trolley coaches. A contract for an initial purchase of 60 articulated trolley coaches from New Flyer Inc. was signed on February 26, 2014, partially funded by a \$20,831,776 Prop K allocation. On July 14, 2016 the SFMTA conditionally accepted the final trolley coach of that initial purchase and all 60 of the coaches have been placed into service, replacing the 60 New Flyer coaches purchased in 1993-94.

Performance of the 33 ETI 60-ft articulated trolley coaches has been declining due to mechanical or electrical system failures and maintenance costs have been increasing exponentially as the fleet has reached the end of its service lifespan. Therefore, SFMTA has made an economical decision to retire these ETI 60-ft articulated coaches now.

To replace these vehicles, the SFMTA is exercised an option within the joint procurement contract with King County Metro to purchase an additional 33 articulated trolley coaches from New Flyer Inc. This Contract Amendment No.1 was awarded in June 2016 and includes related tools, training and spare parts, for a total amount not to exceed approximately \$57.5 million, and for a term not to exceed six years.

In a previous request (Resolution No. 16-55), the Transportation Authority approved \$5 million in Prop K funds as local match for \$20 million in regional and federal funds that the SFMTA had secured to replace 14 of the 33 ETI 60-foot trolley coaches. In October 2016 the SFMTA issued a Notice to Proceed with production of the 14 trolley coaches, and expects deliveries to begin in September 2017. While the project remains fully funded, the funding profile for Contract Amendment #1 has since changed. Through the Transit Capital Priorities (TCP) process administered by the Metropolitan Transportation Commission (MTC), \$18 million in FTA funds have been programmed to the project, and the MTC has programmed an additional \$29M of AB664 Bridge Tolls and Bay Area Toll Authority (BATA) Project Savings. The new funding profile for this project is reflected in the current request below.

Scope

This request would provide the local match funds to procure the remaining 19 of the 33 trolley coach purchases approved through Contract Amendment #1. The subject Prop K request will provide matching funds for \$18,027,982 in FTA funds, \$5,482,102 in AB664 funds, and \$23,040,236 in BATA project savings. It will allow SFMTA to issue a Notice to Proceed (NTP) for production of the trolley coaches that will replace the final 19 ETI 60-foot trolleys, following approval of the FY17 TCP funds in the Transportation Improvement Program (TIP). The first vehicle is anticipated to be delivered by December 2017 and all vehicles are anticipated to be delivered by February 2018.

Note that the full cost includes SFMTA staff labor, consultant costs and other non-contract costs. See major line item budget for more cost information.

SFMTA/ New Flyer Contract – Trolley Coach Procurement

Contract/ Option	Date of NTP	# Trolleys to be Procured	Vehicle Type	Vehicles Replaced	Originally Placed in Service	Total Cost	Prop K Funds
Base Contract	Feb-2014	60	60' Articulated	New Flyer 60-foot	1993-94	\$105.2M	\$20.8M
Contract Amendment #1	<i>Replace 33 ETI 60-foot articulated trolley coaches</i>					\$58.2M	
NTP 1	Oct-2016	14	60' Articulated	ETI 60-foot	2003		\$5.0M
NTP 2	N/A	19	60' Articulated	ETI 60-foot	2003		\$6.1M
TOTAL 60-foot		93	60' Articulated				\$11.1M
Contract Amendment #2	<i>Replace 185 ETI 40-foot standard trolley coaches</i>					\$265.6M	
NTP 1	July 2017	100	40' Standard	ETI 40-foot	2001-03		\$28.9M
NTP 2	N/A	85	40' Standard	ETI 40-foot	2001-03		\$24.2M
TOTAL 40-foot		185	40' Standard				\$53.1M

The remaining 55 40-foot trolleys will not be replaced by additional trolleys. In the 2014 Fleet Plan, SFMTA laid out its goal of increasing capacity on its Rapid and Local Frequent routes by upgrading from 40-foot buses to 60-foot buses. This is part of the readjustment to reduce the quantity of 40-foot trolleys.

Benefits

The Replace 33 60-Foot Trolley Coaches project will ensure that there are enough vehicles available to transport passengers throughout the City. A portion of the replacement trolley coaches will be used for the bus rapid transit (BRT) service being planned on the Van Ness corridor. The Van Ness BRT project will allow a faster mode of transportation through one of the busiest corridors in the city. The replacement trolley coaches are anticipated to have a useful life of 15 years.

Prioritization

This project is included in the Muni Vehicles Prop K 5-Year Prioritization Program and the 2014 SFMTA Transit Fleet Management Plan.

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

Project Name: Replace 19 60-ft Trolley Coaches

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right-of-Way				
Design Engineering (PS&E)	Jan-Mar	2013	Oct-Dec	2014
Advertise Construction				
Start Construction (e.g. Award Contract)	Jul-Sep	2017		
Operations (i.e., paratransit)				
Open for Use			Jan-Mar	2018
Project Completion (means last eligible expenditure)			Jul-Sep	2019

SCHEDULE DETAILS

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

First coach delivered: 12/18/2017
 Last coach delivered: 2/26/2018

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

Project Name: Replace 19 60-ft Trolley Coaches

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 6,637,580			\$ 6,637,580
Prop AA	\$ -			\$ -
FY17 Transit Capital Priorities (federal)		\$ 10,404,075		\$ 10,404,075
AB664		\$ 3,163,765		\$ 3,163,765
BATA Project Savings		\$ 13,296,705		\$ 13,296,705
	\$ -	\$ -	\$ -	\$ -
Total:	\$ 6,637,580	\$ 26,864,544	\$ -	\$ 33,502,124

Funding plan for the purchase of 19 60-foot trolley coaches approved through Contract Amendment #1

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 6,637,580	\$ -	\$ 5,000,000	\$ 11,637,580
Prop AA	\$ -	\$ -	\$ -	\$ -
FY17 Transit Capital Priorities (federal)	\$ -	\$ 18,027,982		\$ 18,027,982
AB664	\$ -	\$ 5,482,102		\$ 5,482,102
BATA Project Savings	\$ -	\$ 23,040,236		\$ 23,040,236
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ 6,637,580	\$ 46,550,320	\$ 5,000,000	\$ 58,187,900

Funding plan for the purchase of all 33 60-foot trolley coaches approved through Contract Amendment #1

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ 58,187,900	\$ 6,637,580	\$ -	Contract and Engineer's Estimate
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 58,187,900	\$ 6,637,580	\$ -	

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

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 6,637,580		\$ -	\$ -	\$ 6,637,580
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Project Name: Replace 19 60-ft Trolley Coaches

Budget for CPT632 Contract Amendment No. 1 (Replace 19 60-foot Articulated ETI Trolley Coaches)

SUMMARY

PROCUREMENT	Provide by	Amount	% of Contract	Labor Detail
Vehicle (33 60-ft electric trolley buses)	Vendor	\$48,985,133	88.3%	
Tools, Training, & Manuals	Vendor	\$2,128,232	3.8%	
Sale Tax (8.75%)		\$4,384,920	7.9%	
Total contract		\$55,498,285		
Consultant Support	Consultant	\$299,960	0.5%	
Engineering & Project Management	SFMTA	\$640,011	1.2%	I
Maintenance Support	SFMTA	\$1,113,043	2.0%	II
Operations Support	SFMTA	\$55,808	0.1%	III
Warranty Support	SFMTA	\$554,143	1.0%	IV
Other Direct Cost (Travel & Per Diem)	SFMTA	\$26,400	0.0%	
City Attorney Review Fees 2 hrs x \$250/hr.	CAO	\$250	0.0%	
Total Amendment No. 1:		\$58,187,900		

BUDGET DETAILS

Procurement Phase for Contract Amendment No. 1 (33 60-ft.)

I. Engineering & Project Management	No. of FTEs	Total No. of Hours	Fully Burdened Cost/Hour	Total Cost
Program Manager (5211)	1	330	262.08	\$86,488
Resident Engineer (5241)	1	660	228.43	\$150,766
Lead Engineer (5207)	1	660	199.33	\$131,555
Fleet Engineer (5203)	1	660	173.98	\$114,825
Administrative Support (1824)	1	330	201.11	\$66,365
Administrative Support (1822)	1	330	152.98	\$50,482
Administrative Support (1820)	1	330	119.79	\$39,530
Total				\$640,011
II. Maintenance Support				
Auto Transit Shop Supv (7228)	1	165	203.94	\$33,650
Auto Mech Assist Sup (7249)	1	660	186.44	\$123,051
Automotive Mechanic (7381)	10	660	144.90	\$956,343
Total				\$1,113,043
III. Operations Support				
Transit Manager (9141)	1	66	203.78	\$13,449
Transit Supervisor (9139)	1	66	157.25	\$10,379
Transit Operator (9163)	4	66	121.14	\$31,981
Total				\$55,808

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

Warranty Support

2 Year Warranty

Resident Engineer (5241)	1	417	228.43	\$95,257
Lead Engineer (5207)	1	417	199.33	\$83,119
Auto Mech Assist Sup (7249)	1	417	186.44	\$77,746
Automotive Mechanic (7381)	1	417	144.90	\$60,423

Total 2 Year Warranty **\$316,545**

Extended Warranty

Resident Engineer (5241)	1	313	228.43	\$71,500
Lead Engineer (5207)	1	313	199.33	\$62,389
Auto Mech Assist Sup (7249)	1	313	186.44	\$58,356
Automotive Mechanic (7381)	1	313	144.90	\$45,354

Total Extended Warranty **\$237,598**

IV. Total Warranty Support

\$554,143

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/18/2017 **Res. No:** _____ **Res. Date:** _____

Project Name: Replace 19 60-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

		Action	Amount	Phase
Funding Recommended:		Prop K Allocation	\$ 6,637,580	Construction (CON)
		Total:	\$ 6,637,580	

Total Prop K Funds: \$ 6,637,580 **Total Prop AA Funds:** \$ -

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

Fund Expiration Date: 9/30/2025 **Eligible expenses must be incurred prior to this date.**

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger:

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Deliverables:

1. Quarterly progress reports shall provide percent complete for the overall project scope, the number of vehicles accepted for service and total expenses incurred (not necessarily invoiced to Prop K) in the previous quarter, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.
2. Upon placing the first vehicle into revenue service, provide two digital photos of the accepted vehicle, with at least one showing the decal with Prop K logo affixed to a vehicle.
3.

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Special Conditions:

1. The recommended allocation is contingent upon a commitment by the SFMTA to maintain the 19 new trolley coaches in a state of good repair, including a mid-life overhaul program to allow them to meet or exceed expectations for their useful lives per FTA guidelines.
2. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
3.

--

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/18/2017 **Res. No.:** _____ **Res. Date:** _____

Project Name: Replace 19 60-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

Notes:

1. Reminder on Attribution: A decal identifying the Transportation Authority and Prop K sales tax funds should be affixed to equipment purchased with Prop K funds. In addition, press releases related to the project should include the following statement: "This project was made possible in part with Proposition K Sales Tax dollars provided by the San Francisco County Transportation Authority." See Section 3.H.a in the SGA for additional details.
2. Prop K funds from the New and Renovated Vehicles - Muni Expenditure Plan category will cover expenses for replacement vehicles only.
3. SFMTA should close out the procurement sub-project on completion of procurement-related work. Warranty work may continue under the sub-project designated for that purpose.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	80.19%	No Prop AA
Actual Leveraging - This Project	80.00%	No Prop AA

SFCTA Project P&PD
Reviewer: _____

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - MUNI
SGA Project Number: 117-910xxx **Name:** Replace 19 60-ft Trolley Coaches - Procurement

Phase: Construction (CON) **Fund Share:** 19.81%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$4,866,864	\$1,216,716			\$6,083,580

Sponsor: San Francisco Municipal Transportation Agency - MUNI
SGA Project Number: 117-910xxx **Name:** Replace 33 60-ft Trolley Coaches - Warranty

Phase: Warranty **Fund Share:** 19.81%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K			\$158,000	\$158,000	\$238,000	\$554,000

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 6,637,580

Current Prop AA Request: \$ -

Project Name: Replace 19 60-ft Trolley Coaches

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

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

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

jg

CONTACT INFORMATION

Project Manager

Grants Section Contact

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Manager, Capital Procurement & Managemer

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

FY of Allocation Action: 2017/18

Project Name: 1570 Burke Avenue Facility Renovation

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

EXPENDITURE PLAN INFORMATION

Prop K EP category: Facilities-Rehabilitation, upgrade and replacement of existing facilities: (EP-20)

Prop K EP Line Number (Primary): 20 Current Prop K Request: \$ 902,200

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisorial District(s): District 10

REQUEST

Brief Project Description (type below)

Rehabilitation of the warehouse at 1570 Burke Avenue to house the Overhead Lines Maintenance division and improve the efficiency and capacity of its existing function as SFMTA's Central Warehouse facility.

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

See attached for scope details.

Project Location (type below)

1570 Burke Ave

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

Please describe and justify the necessary amendment:

This request includes a Facilities - Muni 5YPP amendment to add the construction phase of the project with \$902,200 in cost savings from the design phase. The project realized substantial cost savings efficiencies during design by taking advantage of early contractor involvement through the use of the Construction Manager/General Contractor method of project delivery.

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

1570 Burke Avenue Facility Renovation

The San Francisco Municipal Transportation Agency (SFMTA) requests reallocation of Prop K funds not needed for the design phase to the construction phase for the project. The project is to renovate a 45 year-old pre-engineered industrial building at 1570-1580 Burke Avenue currently housing the Central Warehouse for the SFMTA Materials Management Section. The scope of work will renovate the existing building including any needed seismic or structural work and include tenant improvements to house the SFMTA Overhead Lines Group. The goal of the project is to relocate the Overhead Lines Group to support its mission to respond to electric trolley service interruptions, maintenance and any unsafe conditions of the overhead electric power lines. The project will also improve, through investment in improved shelving systems and inventory management systems, the capacity of Central Warehouse to carry out its mission.

Background

The project will rehabilitate the 103,231 square foot SFMTA Burke Facility, constructed in 1969 and purchased by the SFMTA in 2005 (using federal and Prop K funds) with the intention of renovating it into a modern facility to house SFMTA's overhead lines maintenance functions and increase parts storage efficiency. Due to a lack of funds to construct the proposed project (estimated at that time between \$10 - 20 million), SFMTA did not move its Overhead Lines Group from its current location at 1401 Bryant Street, a non-seismically retrofitted old brick building.

The former canned goods storage warehouse was converted to a United States Postal Services processing facility in 1989. The property was purchased in 2005 for the SFMTA. It was found to be suitable for SFMTA user needs and in conformity with the SF General Plan. After the property was purchased, the SFMTA moved a significant portion of its storage activities into the building. As SFMTA's Central Parts Storage warehouse, the facility operates daily parts distribution and maintains the SFMTA's inventory levels. The warehouse also acts as an overflow storage space. The SFMTA Materials Management Section is now using the west wing and other significant portions of the building. The building footprint is 103,231 square feet. The full property area is 110,594 square feet with a portion at the front of the building set back from the sidewalk a distance of 20 feet by 100 feet for parking spaces, access to several doors, and utilities / front yard. An electricity transformer is located in this area and two exterior concrete wheelchair access ramps rising 4 to 6 inches from paved grade to the door thresholds at building floor level. The majority of the building is built to the property lines.

In May 2016 the Transportation Authority Board allocated Prop K funds for the planning (\$470,000) and design (\$3.93 million) phases of the project. In May 2017 the SFMTA requested that \$902,200 be deobligated from the design allocation and re-programmed for the construction phase. The funds were not needed for design because the project realized substantial cost savings through efficiencies in the design process.

Scope

Rehabilitation of the Burke Avenue facility will include new: roof, building cladding, insulation, foundation improvements, lighting, heating, air conditioning, staff kitchens, training rooms, restrooms, and other interior improvements. Approximately 50,000 square feet of the remodeled facility will be assigned to the Overhead Lines Group. The remaining square footage will be modernized and optimized to serve as the central store of parts and supplies for the SFMTA. The major functions of the rehabilitated facility will be to store and distribute parts used at various SFMTA vehicle maintenance facilities, house shops required for the overhead lines maintenance crew and create sufficient parking for heavy duty equipment and vehicles used by the Overhead Lines Group.

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

Temporary offsite storage space (approximately 25,000 square feet) will be necessary in order to partially vacate the Burke Warehouse and provide suitable space for construction, so that the project can be reasonably phased in a way that does not add a premium to the construction cost. During construction temporary offsite storage will be consolidated at one location, and movement of materials from the Burke Warehouse to this temporary facility will be handled by one single entity that also leases and operates the storage space. This proved to be the most economical and operationally advantageous option for the SFMTA Burke Warehouse Project. Costs resulting from the temporary offsite storage space are not eligible expenditures under the Prop A General Obligation (GO) Bond funding requirements, so they will be funded solely by Prop K.

Construction phase costs have increased by \$9,000,000 since the June 2016 Prop K allocation because of unforeseen geotechnical issues (unknown existing fill) discovered during geotechnical investigations that increased foundation costs. Also, SFMTA determined that the materials warehoused at the facility would have to be relocated to an interim storage site during construction, at a cost to be determined and which was not anticipated in the original budget.

Benefits

The Real Estate and Facilities Vision, completed in 2013, found significant potential for increased efficiency at Burke. In addition, the SFMTA completed a Facilities Condition Assessment in early 2016, identifying a program of \$2.5 million in needed improvements.

Existing defects or limitations at the Burke facility include poor lighting, older and leaky roof, lack of insulation, bowed concrete slabs, inadequate heating and cooling, rusted building exterior and roof leaks. The proposed facility improvements will enhance SFMTA's operational performance and safety by relocating Overhead Lines Group personnel, parts and equipment into a seismically safe building. Current accommodations are located in an older brick building at 1401 Bryant Street. Other benefits include more efficient use of space for parts storage and distribution and improved working conditions.

The project was designed and will be built using the Construction Manager/ General Contractor (CMGC) process. Design work was performed by San Francisco Public Works Bureau of Architecture staff with assistance from consultants.

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

Project Name: 1570 Burke Avenue Facility Renovation

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Mar	2016	Oct-Dec	2016
Environmental Studies (PA&ED)	Apr-Jun	2016	Oct-Dec	2016
Right-of-Way				
Design Engineering (PS&E)	Jul-Sep	2016	Jan-Mar	2017
Advertise Construction	Jul-Sep	2016		
Start Construction (e.g. Award Contract)	Jul-Sep	2017		
Operations (i.e., paratransit)				
Open for Use			Jul-Sep	2018
Project Completion (means last eligible expenditure)			Jul-Sep	2018

SCHEDULE DETAILS

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

Date of Request for Proposals (RFP) issuance: December 9, 2016
 Receipt of Proposals: January 25, 2017
 Date of Contract Management/ General Contractor (CM/GC) Award
 to Clark Construction: March 16, 2017
 CM/GC Agreement Executed: April 13, 2017
 Prop A GO bonds approval: June 2017
 Anticipated date of Notice to Proceed: June 28, 2017

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

Project Name: 1570 Burke Avenue Facility Renovation

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 902,200	\$ -	\$ -	\$ 902,200
Prop AA	\$ -	\$ -	\$ -	\$ -
Prop A General Obligation (GO) bonds	\$ -	\$ 34,600,000	\$ -	\$ 34,600,000
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ 902,200	\$ 34,600,000	\$ -	\$ 35,502,200

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 902,200	\$ -	\$ 3,497,800	\$ 4,400,000
Prop AA	\$ -	\$ -	\$ -	\$ -
Prop A GO Bonds	\$ -	\$ 34,600,000	\$ -	\$ 34,600,000
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total:	\$ 902,200	\$ 34,600,000	\$ 3,497,800	\$ 39,000,000

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 470,000	\$ -		Actuals + cost to complete
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ 3,027,800	\$ -	\$ -	Actuals + cost to complete
Construction (CON)	\$ 35,502,200	\$ 902,200	\$ -	Department of Public Works, engineer's estimate at 100% design.
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 39,000,000	\$ 902,200	\$ -	

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

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$ 902,200	\$ -	\$ -	\$ -	\$ 902,200
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Project Name: 1570 Burke Avenue Facility Renovation

MAJOR LINE ITEM BUDGET

PROJECT BUDGET - CONSTRUCTION

Budget Line Item	Totals	% of contract	SFPW	SFMTA	Contractor
Constuction Phase					
1. Constuction Contract					
Task 1: Remodeling Costs					
roof	\$ 2,873,719	12%			\$ 2,873,719
building cladding	\$ 1,059,726	4%			\$ 1,059,726
foundation improvements	\$ 9,758,868	40%			\$ 9,758,868
interiors	\$ 832,297	3%			\$ 832,297
heating/air conditioning	\$ 349,294	1%			\$ 349,294
electrical	\$ 1,460,754	6%			\$ 1,460,754
fire protection	\$ 870,412	4%			\$ 870,412
plumbing	\$ 464,037	2%			\$ 464,037
Task 1 Subtotal	\$ 17,669,106	72%			\$ 17,669,106
Task 2: Sitework ¹	\$ 437,144	2%			\$ 437,144
Task 3: Temporary Storage	\$ 634,000	3%			\$ 634,000
Task 4: Forklift Vehicles (2)	\$ 80,000	0%			\$ 80,000
2. General Conditions/ General Requirements ²	\$ 5,668,043	23%			\$ 5,668,043
Contract Subtotal	\$ 24,488,293				\$ 24,488,293
3. Constuction Management	\$ 7,340,163	30%			
DPW Project Management			\$ 1,233,241		
City Admin Services			\$ 148,583		
A/E Services			\$ 3,184,867	\$ 500,000	
Inspection			\$ 1,634,417		
Reg Agency Approvals			\$ 639,056		
4. City Attorney Fees	\$ 500				
5. Contingency	\$ 3,673,244	15%			
TOTAL CONSTRUCTION PHASE	\$ 35,502,200		\$ 6,840,163	\$ 500,000	\$ 24,488,293
					\$188,200 Prop K funded

¹ Site work includes demolition and replacement of existing concrete sidewalk and curb and gutter, existing AC pavement for the installation of new utilities, new concrete ramps and curbs to meet ADA compliance, street tree replacement, new fire water main and connection, new sanitary sewer laterals and connections, new storm water laterals and connections, other miscellaneous underground utility connections and rerouting that occur outside of the building

² General Conditions costs include contractor's office overhead (Accountant, CADD Drafter, Field Engineer, Project Engineer, Project Manager, Superintendent, Safety Officer), site fencing, construction trailers, safety supplies, and temporary utilities.
General Requirements costs include (but are not limited to) traffic control, industrial hygienist, trash removal and hauling, water service installation, hoisting and cranes.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/19/2017 Res. No: _____ Res. Date: _____

Project Name: 1570 Burke Avenue Facility Renovation

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

	Action	Amount	Phase
Funding Recommended:	Prop K Allocation	\$ 902,200	Construction (CON)
	Total:	\$ 902,200	

Total Prop K Funds: \$ 902,200 Total Prop AA Funds: \$ -

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

Fund Expiration Date: 9/30/2019 Eligible expenses must be incurred prior to this date.

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger: _____

Deliverables:

- Two to three digital photos of the facility prior to construction, of work in progress and of the completed project.
- The SFMTA will provide an overview of its Facilities Program at upcoming Citizens Advisory Committee and Board meetings.

Special Conditions:

- The recommended allocation is contingent on a concurrent Facilities - Muni 5YPP amendment to add the construction phase of the project with \$902,200 in cost savings from the design phase. See attached 5YPP amendment for details.
- SFMTA may not expend construction funds (\$902,200) until Transportation Authority staff releases the funds upon receipt of evidence of completion of 100% design (e.g. copy of certifications page).
- The Transportation Authority will not release the funds for temporary storage (\$634,000) or the contingency funds (\$188,200) until SFMTA has provided lease documents showing the cost and duration of the lease. Further, SFMTA will need to provide a budget and rationale to request release of all or a portion of the contingency funds.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/19/2017 **Res. No:** _____ **Res. Date:** _____

Project Name: 1570 Burke Avenue Facility Renovation

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

4. 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 Transportation Authority reserves the right to attend bi-weekly construction project team meetings as needed to fulfill our project oversight responsibilities.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	97.46%	No Prop AA
Actual Leveraging - This Project	88.72%	No Prop AA

SFCTA Project

Reviewer: CP

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - MUNI
SGA Project Number: 120-910xxx **Name:** 1570 Burke Avenue Facility Renovation - Forklifts
Phase: Construction (CON) **Fund Share:** 2.54%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$64,000	\$16,000			\$80,000

Sponsor: San Francisco Municipal Transportation Agency - MUNI
SGA Project Number: 120-910xxx **Name:** 1570 Burke Avenue Facility Renovation - Temporary Storage
Phase: Construction (CON) **Fund Share:** 2.54%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$507,200	\$126,800			\$634,000

Sponsor: San Francisco Municipal Transportation Agency - MUNI
SGA Project Number: 120-910xxx **Name:** 1570 Burke Avenue Facility Renovation - Contingency
Phase: Construction (CON) **Fund Share:** 2.54%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$150,560	\$37,640			\$188,200

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 902,200

Current Prop AA Request: \$ -

Project Name: 1570 Burke Avenue Facility Renovation

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

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

Required for Allocation Request Form Submission Initials of sponsor staff member verifying the above statement
JG DG

CONTACT INFORMATION

Project Manager

Grants Section Contact

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Joel Goldberg

Title: Project Manager

Manager, Capital Procurement & Management

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

MAPS AND DRAWINGS



5-Year Project List (FY 2014/15 – FY 2018/19)
Rehab/Upgrade Existing Facilities - MUNI (EP 20M)
Programming and Allocations to Date

Pending June 26, 2017

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
SFMTA	Various Facility Plans Predevelopment ⁷	PLAN/CER, PA&ED	Programmed	\$0					\$0
SFMTA	Implementation of Various Facility Plans ^{5,7}	PS&E, CON	Programmed	\$0					\$0
SFMTA	Burke Avenue Facility Renovation ^{5,8}	PS&E	Allocated		\$3,930,000				\$3,930,000
SFMTA	Burke Avenue Facility Renovation ⁸	PS&E	Deobligated			(\$902,200)			(\$902,200)
SFMTA	Burke Avenue Facility Renovation ⁵	PLAN	Allocated		\$470,000				\$470,000
SFMTA	Burke Avenue Facility Renovation ⁸	CON	Pending				\$902,200		\$902,200
SFMTA	Paint Booth Upgrade (Woods and Potrero)	PLAN/CER, PA&ED	Programmed	\$850,000					\$850,000
SFMTA	Muni Metro East Paint and Body Shop ^{1,7}	PLAN/CER, PA&ED	Programmed	\$0					\$0
SFMTA	Muni Metro East (MME) Phase II ¹	PA&ED	Allocated	\$2,598,500					\$2,598,500
SFMTA	Muni Metro East (MME) Phase II ⁶	PA&ED	Deobligated	(\$500,000)					(\$500,000)
SFMTA	Muni Metro East (MME) Phase II ⁶	PS&E	Allocated			\$1,500,000			\$1,500,000
SFMTA	Woods Renovation Hoists and Bays ^{2,4,7}	PLAN/CER	Programmed	\$0					\$0
SFMTA	Fall Protection Systems - Presidio Division ⁴	CON	Allocated		\$706,397				\$706,397
SFMTA	Fall Protection ⁷	CON	Allocated			\$11,950,000			\$11,950,000
SFMTA	Upgrade Life and Fire Safety Systems ³	PLAN/CER	Programmed	\$0					\$0
SFMTA	Upgrade Life and Fire Safety Systems ³	PS&E	Allocated		\$400,000				\$400,000
SFMTA	Fall Protection ²	PLAN/CER, PS&E	Allocated	\$2,160,777					\$2,160,777
SFMTA	Fall Protection ²	PLAN/CER	Deobligated	(\$124,137)					(\$124,137)
Programmed in 5YPP				\$4,985,140	\$5,506,397	\$12,547,800	\$902,200	\$0	\$23,941,537
Total Allocated and Pending in 5YPP				\$4,759,277	\$5,506,397	\$13,450,000	\$902,200	\$0	\$24,617,874
Total Deobligated in 5YPP				(\$624,137)	\$0	(\$902,200)	\$0	\$0	(\$1,526,337)
Total Unallocated in 5YPP				\$850,000	\$0	\$0	\$0	\$0	\$850,000
Total Programmed in 2014 Strategic Plan				\$17,277,000	\$0	\$0	\$0	\$0	\$17,277,000
Deobligated from Prior 5YPP Cycles **				\$7,651,673					\$7,651,673
Cumulative Remaining Programming Capacity				\$19,943,534	\$14,437,137	\$1,889,337	\$987,137	\$987,137	\$987,137

Programmed
Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

5-Year Project List (FY 2014/15 – FY 2018/19) Rehab/Upgrade Existing Facilities - MUNI (EP 20M) Programming and Allocations to Date

Pending June 26, 2017

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2014/15	2015/16	2016/17	2017/18	

Footnotes

- ¹ To accommodate allocation of \$2,598,500 in FY 14/15 funds for the environmental phase of Muni Metro East (MME) Phase 2 (Res. 15-034, 1.27.15):
Muni Metro East Paint and Body Shop: Reduced the planning/environmental placeholder from \$6,027,000 to \$3,428,500.
- ² 5YPP Amendment to fully fund the planning and design of the Fall Protection Systems project (Res. 15-041, 2.24.15):
Woods Renovation Hoists and Bays: Reduced by \$1,910,777 in FY 2014/15. The SFMTA will identify additional funding for the Woods project through its Capital Improvement Program updated in Spring 2015.
Upgrade Life and Fire Safety Systems placeholder for construction: Reduced by \$250,000.
Fall Protection: Added project with \$2,996,673.
- ³ 5YPP amendment to fully fund the Upgrade Life and Fire Safety Systems project (Res. 16-040, 2.23.16):
Cumulative remaining programming capacity: Reduced by \$400,000.
- ⁴ 5YPP amendment to fully fund the Fall Protection Systems - Presidio Division project (Res. 16-047, 3.22.15):
Woods Renovation Hoists and Bays: Reduced by \$706,397 in FY 2014/15. The SFMTA is re-prioritizing planned facilities improvements as part of its Capital Improvements Program update, anticipated to be complete in Spring 2016, and the Woods Division project is not expected to move forward.
Fall Protection Systems - Presidio Division: added project with \$706,397 in FY 2015/16 funds for construction.
- ⁵ 5YPP amendment to fully fund the Burke Facility Renovation (Res. 16-055, 5.24.15):
Implementation of Various Facility Plans: Placeholder reduced by \$1,903,327 in FY 2014/15
Cumulative Remaining Programming Capacity: Reduced by \$2,596,673
- ⁶ Burke Facility Renovation: added project with \$4,400,000 in FY 2015/16 funds for planning and design.
5YPP amendment to fund Muni Metro East (MME) Phase II (Res. 17-007, 09.27.16):
Muni Metro East Paint and Body Shop: Reduced the planning/environmental placeholder by \$1,000,000 from \$3,428,500 to \$2,428,500.
Muni Metro East (MME) Phase II: Added design phase of project in FY 2016/17 with \$1,000,000 in placeholder funds and \$500,000 deobligated from the environmental phase (Project 120-910041).
The funds were not needed because the scope of the overall project was reduced.
- ⁷ 5YPP amendment to fund Fall Protection (Res. 17-009, 10.25.16):
Various Facility Plans Predevelopment: Placeholder reduced by \$400,000.
Implementation of Various Facility Plans: Placeholder reduced by \$1,096,673.
Muni Metro East Paint and Body Shop: Reduced by \$2,428,500. Project not advancing.
Woods Renovation Hoists and Bays: Reduced by \$4,132,826. Project completed with other funds.
Deobligated funds from prior 5YPP cycles: Reduced by \$3,892,001.
Fall Protection: Added project in FY 2016/17 with \$11,950,000 for construction.
- ⁸ 5YPP amendment to add Burke Avenue Facility Renovation (construction) (Res. 17-0XX, 06.26.17):
Burke Avenue Facility Renovation (design): Partial deobligation of unneeded funds (\$902,200) re-programmed to the construction phase;
Burke Avenue Facility Renovation (construction): Added project with \$902,200 in Fiscal Year 2017/18.



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

FY of Allocation Action: 2017/18

Project Name: Paratransit

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

EXPENDITURE PLAN INFORMATION

Prop K EP category: Paratransit: (EP-23)

Prop K EP Line Number (Primary): 23 Current Prop K Request: \$ 10,193,010

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisorial District(s): Citywide

REQUEST

Brief Project Description:

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act. Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all of the time and are certified eligible according to federal criteria. Prop K will provide approximately 38% of the funding needed to support the paratransit program in Fiscal Year 17/18

Detailed Scope, Project Benefits and Community Outreach:

See attached scope description.

Project Location:

Citywide

Project Phase:

Operations (Paratransit)

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 10,193,010 Prop AA Strategic Plan Amount: _____

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

Scope

The SFMTA requests \$10,193,010 in Proposition K funds to pay for a portion of the estimated \$27 million Fiscal Year 2017/18 contract with the broker that administers the Paratransit program. This is an annual request.

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act. Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all of the time and are certified eligible according to federal criteria. Paratransit in San Francisco is administered by a broker and delivered through a diverse set of providers and resources, including 67 city-owned vehicles that are less than 5 years old, private taxis and group vans associated with community centers throughout the city. On June 14, 2016, the Board of Supervisors approved a contract with Transdev to provide paratransit broker services through June 30, 2021, with an option for a five-year extension, and in an amount not to exceed \$142,902,104. The Prop K Strategic Plan includes \$10,193,010 in FYs 2017/18 and 2018/19 for the paratransit program's operating costs, with future year programming at slightly lower levels through FY 2025/26.

The broker services include determination of client eligibility, customer service, overseeing and monitoring the operation of the taxi debit card system, procuring, subcontracting, and oversight of van and taxi services, and reporting and record keeping. The operations services will include some of the transportation services including SF Access service and a portion of the Group Van Services through the end of the contract period. SFMTA remains committed to reducing the travel times for our Group Van riders. SFMTA will soon add 22 mini-vans to the Paratransit fleet, which will provide additional flexibility and will likely free up some of the higher capacity cutaway vans for Group Van service. In addition, 27 replacement cutaways enter service by Fall 2017, which will increase the Paratransit fleet to 154 vehicles. Starting June 1, 2017, Transdev will expand its role as a Group Van operator by absorbing some of the service currently provided by another private service provider that chose not to re-bid for group van service.

In addition, the broker will be responsible for the development and implementation of several mobility management programs and activities to make it easier for San Francisco's disabled and senior residents to navigate the transportation services available to them. Approximately 800,000 paratransit trips are projected to be provided to 14,000 registered consumers in Fiscal Year 2017/18.

Specific paratransit services are described below.

SFMTA Paratransit Services

- 1) Taxi – Provides individual paratransit taxi trips to ADA-eligible paratransit users using both sedans and wheelchair accessible ramped taxis.
- 2) SF Access – Provides pre-scheduled, shared-ride door-to-door van service in City-owned vehicles for ADA eligible paratransit users.
- 3) Intercounty – Pre-scheduled paratransit trips provided to paratransit users to or from Muni's service area in San Francisco, to or from destinations in Alameda County, Marin, and Contra Costa County. These trips are provided by the East Bay Paratransit Consortium and Whistle Stop Wheels.
- 4) Group Van – Provides pre-scheduled group trips for ADA-eligible paratransit users who are going to a common destination such as an Adult Day Health Centers, developmentally disabled work sites, senior nutrition programs etc.
- 5) Department of Aging and Adult Services Group Van – Provides pre-scheduled group van services to senior centers funded by Department of Aging & Adult Services.

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

Key Paratransit Performance Trends 2011-2017

Paratransit Performance Indicators	YTD					FY 2016/17 (July 2016 - March 2017)
	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY2015/16	
Total Passenger Trips Provided	810,663	777,324	771,175	780,048	782,405	578,411
On-time Percentage						
(Group Van & Access Van)	84.10%	85.50%	86.43%	88.09%	88.76%	87.87%
Taxi	79.07%	88.26%	96.32%	95.58%	97.41%	97.81%
Complaints	708	671	866	995	881	620
Cost per Passenger Trip	\$22.53	\$23.84	\$25.33	\$29.04	\$31.10	\$31.39

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

Project Name: Paratransit

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

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

Project Name: Paratransit

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 10,193,010	\$ -	\$ 10,193,010
Prop AA	\$ -	\$ -	\$ -	\$ -
Federal Section 5307	\$ -	\$ 3,990,682	\$ -	\$ 3,990,682
State Transit Assistance	\$ -	\$ 699,017	\$ -	\$ 699,017
Department on Aging Recovery		\$ 723,824	\$ -	\$ 723,824
BART		\$ 1,845,537	\$ -	\$ 1,845,537
Muni Operating Funds		\$ 10,024,702	\$ -	\$ 10,024,702
Total:	\$ -	\$ 27,476,772	\$ -	\$ 27,476,772

COST SUMMARY

Show total cost for ALL project phases (in year of expenditure dollars) based on best available information.

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ -	\$ -	\$ -	
Operations (Paratransit)	\$ 27,476,772	\$ 10,193,010		SFMTA estimates based upon contract.
Total:	\$ 27,476,772	\$ 10,193,010	\$ -	

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

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ 10,193,010	\$ -	\$ -	\$ -	\$ -	\$ 10,193,010

**San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form
FUND SOURCES - ANNUAL BASIS**

Paratransit Broker and Operating Agreement Sources of Funds

Funding Sources for Contract	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5 Year Total
Prop K	\$10,193,010	\$10,193,010	\$10,193,010	\$10,193,010	\$10,193,010	\$50,965,050
Federal Section 5307	\$3,800,000	\$3,990,682	\$4,031,420	\$4,152,363	\$4,276,933	\$20,251,398
State Transit Assistance	\$631,454	\$699,017	\$790,712	\$814,433	\$838,866	\$3,774,482
Department on Aging-Recovery	\$723,824	\$723,824	\$767,905	\$790,942	\$814,670	\$3,821,165
BART	\$1,756,465	\$1,845,537	\$1,953,789	\$2,051,133	\$2,139,364	\$9,746,288
Muni Operating Funds	\$8,547,047	\$9,553,545	\$10,923,380	\$12,086,287	\$13,119,593	\$54,229,852
Total Funding	\$25,765,668	\$27,005,615	\$28,660,216	\$30,088,168	\$31,382,436	\$142,902,103
Prop K %	40%	38%	36%	34%	32%	36%
Muni Operating %	33%	35%	38%	40%	42%	38%

Paratransit Budget & Funding Changes

	Approved		Proposed		Increase (Decrease)	% Change
	FY2016/17 Budget	% of Contract Budget	FY2017/18 Budget	% of Contract Budget		
Revenues/Recovery						
Federal Transit Operating Asst 5307	\$3,800,000	15%	\$3,990,682	15%	\$190,682	5%
Prop K *	\$10,193,009	40%	\$10,193,009	38%	\$0	0%
BART ADA Contribution	\$1,756,465	7%	\$1,845,537	7%	\$89,072	5%
State Transit Assistance-Paratransit	\$631,454	2%	\$699,017	3%	\$67,563	11%
Muni Operating Budget	\$8,782,439	35%	\$10,046,686	37%	\$1,264,247	14%
Commission on Aging Recovery	\$723,824	3%	\$723,824	3%	\$0	0%
Total	\$25,887,191	102%	\$27,476,772	102%	\$1,589,581	6%

Apportionment

Paratransit Broker	100%	\$27,005,615	100%
Muni Paratransit Staff**	2%	\$471,157	2%
Total	102%	\$27,476,772	102%

* See Recommendations page for precise percentage of Prop K share of the budget.

** Not Prop K funded.

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

Project Name: Paratransit

MAJOR LINE ITEM BUDGET

PROJECT BUDGET - ENVIRONMENTAL STUDIES, RIGHT-OF-WAY, DESIGN

SUMMARY BY MAJOR LINE ITEM - DESIGN		
Budget Line Item	Totals	% of phase
1. Total Labor	\$ 150,000	
2. Consultant	\$ 50,000	
3. Other Direct Costs *	\$ 12,000	
4. Contingency	\$ 21,200	10%
TOTAL PHASE	\$ 233,200	

* e.g. PUC costs

TOTAL LABOR COST BY AGENCY		
SFMTA	\$	75,000
SFPW	\$	75,000
TOTAL	\$	150,000

The tables shown here are meant as an example of how the required budget information can be provided. Applicant may modify the format as needed for their project as long as the requested information is provided in the format.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/16/2017 Res. No: _____ Res. Date: _____

Project Name: Paratransit

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

		Action	Amount	Phase
Funding Recommended:		Prop K Allocation	\$10,193,010	Operations (Paratransit)
		Total:	\$10,193,010	

Total Prop K Funds: \$10,193,010 Total Prop AA Funds: \$ -

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

Fund Expiration Date: 12/31/2018 Eligible expenses must be incurred prior to this date.

Future Commitment:

Action	Amount	Fiscal Year	Phase

Trigger: _____

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/16/2017 **Res. No:** _____ **Res. Date:** _____

Project Name: Paratransit

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

Deliverables:

1. Quarterly Progress Reports shall provide a service performance report including the number of trips, number of complaints, and ontime percentage per mode per month, in addition to the standard requirements described in the Standard Grant Agreement. The quarterly performance report shall also include passenger trip times for group van services, as evaluated by a sampling methodology.
2. _____

Special Conditions:

1. Prop K funds allocated to this project are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/18). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2018), any remaining unclaimed amounts will be deobligated and made available for future allocations.
2. _____
3. _____

Notes:

1. Expenses for implementation of the mobile data computer project and operation of the Shop-A-Round shuttle are not eligible for reimbursement from this grant.
2. _____

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	62.90%	No Prop AA
Actual Leveraging - This Project	See Above	See Above

SFCTA Project

Reviewer: P&PD

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - MUNI

SGA Project Number: 123-910xxx **Name:** Paratransit

Phase: _____ **Fund Share:** 37.10%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$10,193,010				\$10,193,010

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 10,193,010

Current Prop AA Request: \$ -

Project Name: Paratransit

Grant Recipient: San Francisco Municipal Transportation Agency - MUNI

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

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

CONTACT INFORMATION

Project Manager

Grants Section Contact

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Elias Girma

Title: Project Manager

Principal Analyst

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





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

FY of Allocation Action: 2017/18

Project Name: Haight Street Resurfacing and Pedestrian Lighting

Grant Recipient: Department of Public Works

EXPENDITURE PLAN INFORMATION

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

Prop K EP Line Number (Primary): 34 Current Prop K Request: \$ 1,248,251

Prop AA Category: Pedestrian Safety

Secondary Prop AA Category: _____

Current Prop AA Request: \$ 2,052,000

Supervisorial District(s): District 05

REQUEST

Brief Project Description (type below)

Prop AA and Prop K funds will pay for pedestrian lighting and street resurfacing, respectively, as part of the coordinated, multi-agency Upper Haight Transit Improvement and Pedestrian Realm Project.

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

See attached document.

Project Location (type below)

On Haight Street, from Stanyan Street to Central Avenue/Buena Vista Avenue (lighting and paving) and on Masonic Avenue from Haight Street to Waller Street (paving only).

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 1,110,995 Prop AA Strategic Plan Amount: \$ 2,052,000

Please describe and justify the necessary amendment:

To fully fund the requested Prop K amount, \$137,256 would be drawn from unprogrammed capacity in the Street Resurfacing category.

Upper Haight Street Resurfacing & Pedestrian Lighting

SF Public Works (SFPW) requests Prop AA and Prop K funds for the installation of pedestrian lighting and construction of the paving and concrete portion, respectively, of a Muni Forward Project, the 7-Haight Noriega Rapid Project. Muni Forward is a city wide initiative to improve transit services, intersection signalization, and transit bulbs for safer and faster boarding. This project will make travel to and from this neighborhood and tourist destination safe for all users.

PROJECT SCOPE

The six-block stretch of Haight Street from Stanyan to Clayton is the heart of the Haight Ashbury neighborhood. This vibrant commercial corridor has shops, restaurants, bars, cafes, and more. The neighborhood was the epicenter of the 1967 Summer of Love and remains a tourist destination for those curious about hippie subculture. For more than half a century it has also been a hub of social and healthcare services for homeless and transient populations. The streets and sidewalks were never designed to support the volumes of vehicles or the numbers of pedestrians that now come to the corridor. The sidewalks are often crowded and the street is clogged with traffic. Crowded corners at intersections can be a barrier to pedestrian travel and encourage unsafe pedestrian behavior such as walking in the street.

This project will improve links to and connections with transportation-related and community amenities, including social service, medical centers, and visitor destinations. San Francisco Public Works seeks Prop AA funds to implement pedestrian-scale lighting along with transit improvements and utility replacement to this corridor, including:

- Pedestrian scale lighting, adding 73 new ped lights between Stanyan and Central
- Pedestrian bulbs on NE & SW corners of Haight at Shrader
- Large pedestrian bulb at north-side of “T-intersection” of Haight and Cole (West)
- Large pedestrian bulb at south-side of “T-intersection” of Haight and Cole (East)
- Pedestrian bulb on NW corner of Haight at Cole (East)
- Large pedestrian bulb at north-side of “T-intersection” of Haight and Belvedere

- Pedestrian bulbs on SW & SE corners of Haight and Belvedere
- Wraparound Pedestrian bulbs at NW, NE & SE corners of Haight and Ashbury
- Combined pedestrian and transit bulb on SE corner of Haight at Stanyan
- Transit bulb mid-block on north-side of Haight between Stanyan and Shrader
- Combined pedestrian and transit bulb on NW corner of Haight at Masonic
- Bus stop removal at Cole
- Stop relocation at Clayton (nearside to far side)
- Right turn pocket from WB Haight to Stanyan
- Possible right turn lane (WB and EB) at Masonic
- Left turn restriction at Masonic (EB and WB)
- Signals, including pedestrian countdown signals and audio pedestrian signals at Shrader, Clayton, and Central Streets
- Continental crosswalks at every intersection Advanced stop bars in all four directions at Haight and Ashbury
- Curb ramps to complete the path of travel at every intersection
- Main sewage work replacement
- Fiber optics conduits installation

The typical sidewalk extension achieved by the pedestrian and transit bulbs will be 7' – with the exception of the three wraparound bulbs at Haight and Ashbury which will extend the sidewalk 6' into Ashbury Street and on the NE corner only 6' into Haight Street. These bulbs will provide significant additional sidewalk space for pedestrians at these corners and will shorten crossing distances, slow vehicular turns, and increase visibility.

This project will also consist of paving work and base repairs. **10 Blocks will be paved.**¹ Public Works inspects each of the City's blocks and assigns a Pavement Condition Index (PCI) score every two years. The PCI score ranges from a low of 0 to a high of 100. These scores assist Public Works with implementing the pavement management strategy of aiming to preserve

¹ All candidates shown are subject to substitution and schedule changes pending visual confirmation, utility clearances and coordination with other agencies. Unforeseen challenges such as increased work scope, changing priorities, cost increases or declining revenue may arise causing the candidates to be postponed.

streets by applying the right treatment to the right roadway at the right time. Streets are selected based on PCI scores as well as the presence of transit and bicycle routes, street clearance (i.e., coordination with utilities) and geographic equity. **The average PCI score within the project limits is mid 60s ("at-risk").** The average PCI score of the City as a whole is 69.

COORDINATION

The lighting and paving scopes of work will be coordinated with San Francisco's Municipal Transportation Agency (MTA), Public Utilities Commission (PUC), and Department of Technology (DT) to address urgent funding gaps. The Prop K and Prop AA funds will leverage significant local investments in repairing the core transit network, improving efficiency and effectiveness of the transportation system by funding projects beyond the core network, and speeding up delivery to meet growing demands.

COMMUNITY ENGAGEMENT & SUPPORT

In 2011, the Haight Ashbury Merchants Association (HAMA) developed a list of physical public realm improvements for the Haight Ashbury neighborhood. The recommendations became the basis for a public engagement process to create a Public Realm Plan, which was produced by San Francisco's Planning Department with input from the Municipal Transportation Agency (SFMTA) and San Francisco Public Works (DPW).

Conversations with neighbors and business owners helped build a vision for the neighborhood's streets, sidewalks, and public spaces. Engagement included hundreds of online survey responses, visitors to event booths, 80 people at larger public meetings, and focus conversations with 4-10 people on specific topics. Engaging the public at all scales in many different ways captured a breadth and depth of public experience and comments. Although the planning process is complete, neighbors and the City will continue to work together as Public Works begins implementation.

Stakeholders involved:	
<u>Public</u>	<u>SF government:</u>
• Haight Ashbury Merchants Association (HAMA)	• Board of Supervisors: District 5
• Haight Ashbury Improvement Association (HAIA)	• Planning Department
• Haight Ashbury Neighborhood Council (HANC)	• Municipal Transportation Agency
• Cole Valley Improvement Association (CVIA)	• Public Works
• Other merchants, business owners and tenants	• Public Utilities Commission
• Residents, property owners, and neighbors	• Recreation and Parks Department

This proposed project builds on two significant efforts. In February 2015, the City produced the Haight Ashbury Public Realm Plan, the result of a three-year collaboration between the City and neighbors to identify and design pedestrian improvements. The Plan describes specific site designs, vetted through a community planning process, to add amenities that enhance the safety and experience of the street. The second effort is Muni Forward, a citywide initiative to make transit faster, more reliable, and more efficient. In the Haight Ashbury neighborhood, a multimillion investment of City funds will improve transit with stop consolidation, intersection signalization, and transit bulbs for faster boarding/alighting. Implementing pedestrian improvements in concert with the transit upgrades will be more cost effective and less disruptive to the neighborhood.

Community members and merchants were engaged via a robust three-year process consisting of four large (iterative) public meetings, several focused working groups, street fairs, farmer's markets, informal office hours, merchant group meetings, and direct interaction on site.

For each engagement event, City staff developed immersive activities designed to refine community vision and inform public space designs. We inquired into what people wanted to see on Haight Street and in the Public Realm Plan. Participants brainstormed neighborhood goals, reacted to draft design alternatives, and worked through design challenges, including whether focusing on the benefits of Haight Street improvements was worth dropping further exploration of Stanyan Street and Masonic Avenue. Public meetings and events were publicized through direct mailings, project website notices, email blasts, direct communication with neighborhood

groups, and flyers posted in the neighborhood.

The four large public meetings were held in the project area at the Park Branch Library and the Urban School of San Francisco between October 2012 and February 2015. Smaller events were held at Park Branch Library, various merchant businesses, merchant residences, and other neighborhood locations during the same time period. Informational tables at street fairs and farmer's markets, and public office hours at Second Act Marketplace, were also offered.

All public meetings were held in accessible venues proximate to public transportation. Translation services for materials presented at meetings were provided by Language Line and facilitated by the City. Public meetings were held in the evening and materials were available online. Street fairs, farmers markets, and merchant outreach were held on weekends and weekdays throughout the morning, afternoon, and evening, as well as on an appointment basis.

The four neighborhood associations participated in smaller focus groups closed to the public that vetted and refined concepts prior to larger public events. All engagement summaries and feedback were posted online and made available upon request. The project website is: <http://haightashbury.sfplanning.org>.

Feedback received through the planning process developed a comprehensive vision for the neighborhood's streets, sidewalks, and public spaces. Each community engagement event elicited feedback ranging from overall visioning for the neighborhood to specific design recommendations. This included written comments, surveys, interactive exercises, and conversations on site. At the culmination of each event, results were posted and used to inform subsequent events. Over the course of the community outreach process, the project evolved from a broad community vision to a focused streetscape improvement plan.

Design alternatives for Masonic Ave and Stanyan Street were initially explored and later dropped due to lack of community and merchant support, allowing the focus to shift to Haight Street. ***One common desire of each neighborhood association was for pedestrian-scale lighting. This was also the top community priority.***

Sidewalk extensions were more contentious, given the 8% parking loss. However, the majority of community members and merchant groups ultimately did support these curb changes at the cost of parking. These supporters understand the importance of a vital public realm and

agree that parking loss in the name of increasing pedestrian comfort and safety is an acceptable tradeoff. The goal of bringing more people into the neighborhood by modes other than the private automobile is further reinforced by SFMTA's Muni Forward transit improvements that were developed in conjunction with the Public Realm Plan.

With the project moving into implementation, Public Works will manage the next phase of engagement. They will engage stakeholders during both design and construction of the project. At key milestones in the design process, they have and will continue to meet with a small group of community stakeholders, including the District 5 Supervisor and her staff as well as community groups involved in the Haight Ashbury Public Realm Plan planning process. These groups include the Haight Ashbury Merchants Association (HAMA), Haight Ashbury Improvement Association (HAIA), Haight Ashbury Neighborhood Council (HANC) and Cole Valley Improvement Association (CVIA). The purpose of these meetings is to engage interested parties as Public Works implements the plan developed with the community's input—this will ensure ongoing community buy-in and support for the improvements. Public Works will work with the same community stakeholders before and during construction to ensure that the logistics and phasing of the construction work produces the least disruption to the commercial corridor.

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

Project Name: Haight Street Resurfacing and Pedestrian Lighting

ENVIRONMENTAL CLEARANCE

Environmental Type: EIR/EIS

PROJECT DELIVERY MILESTONES

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Mar	2015	Jul-Sep	2015
Environmental Studies (PA&ED)	Jan-Mar	2016	Jan-Mar	2016
Right-of-Way				
Design Engineering (PS&E)	Jul-Sep	2015	Apr-Jun	2017
Advertise Construction	Jul-Sep	2017		
Start Construction (e.g. Award Contract)	Jan-Mar	2018		
Operations (i.e., paratransit)				
Open for Use			Jan-Mar	2020
Project Completion (means last eligible expenditure)			Apr-Jun	2020

SCHEDULE DETAILS

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

Project will coordinate with San Francisco's Municipal Transportation Agency (MTA), Public Utilities Commission, and Department of Technology to deliver a complete street. MUNI Forward and Public Works will partner on future outreach efforts prior to and during construction.

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

Project Name: Haight Street Resurfacing and Pedestrian Lighting

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total	
Prop K	\$ -	\$ 1,248,251	\$ -	\$ 1,248,251	Street Resurfacing
Prop AA	\$ 2,052,000	\$ -		\$ 2,052,000	Pedestrian Lighting
General Fund	\$ 48,000	\$ -	\$ 552,000	\$ 600,000	
Prop A General Obligation Bond	\$ -	\$ -	\$ 5,571,822	\$ 5,571,822	
Total:	\$ 2,100,000	\$ 1,248,251	\$ 6,123,822	\$ 9,472,073	

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total	
Prop K		\$ 1,248,251	\$ -	\$ 1,248,251	Street Resurfacing
Prop AA	\$ 2,052,000	\$ -	\$ -	\$ 2,052,000	Pedestrian Lighting
General Fund	\$ 48,000		\$ 975,000	\$ 1,023,000	
Prop A General Obligation Bond			\$ 6,443,217	\$ 6,443,217	
Total:	\$ 2,100,000	\$ 1,248,251	\$ 7,418,217	\$ 10,766,468	

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		Planning and Environmental phases were conducted through a larger Haight Street corridor project encompassing significant work beyond the scope of this allocation request.
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ 1,294,395	\$ -	\$ -	actual plus cost to complete design
Construction (CON)	\$ 9,472,073	\$ 1,248,251	\$ 2,052,000	engineer's cost estimate based on 65% design
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 10,766,468	\$ 1,248,251	\$ 2,052,000	

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

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 416,084	\$ 554,778	\$ 277,389	\$ -	\$ 1,248,251
Prop AA	\$ -	\$ 500,000	\$ 1,050,000	\$ 502,000	\$ -	\$ 2,052,000

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

Project Name: Haight Street Resurfacing and Pedestrian Lighting

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)						
Budget Line Item	Totals	% of contract	SFPW	SFMTA	Contractor	
1. Contract						
Task 1: Paving	\$ 767,886				\$ 767,886	
Task 2: Civil Work	\$ 1,600,000				\$ 1,600,000	
Task 3: Sewage replacement	\$ 1,790,000				\$ 1,790,000	
Task 4: Conduit installation	\$ 255,000				\$ 255,000	
Task 5: Streetlight installation	\$ 1,200,000				\$ 1,200,000	
Task 6: Streetlight pull box and conduit	\$ 300,000				\$ 300,000	
Task 7: Streetlight - sidewalk work	\$ 400,000				\$ 400,000	
Task 8: Traffic Signal	\$ 645,000				\$ 645,000	
<i>Subtotal</i>	\$ 6,957,886				\$ 6,957,886	
2. Overhead Contact System Services	\$ 331,321	5%		\$ 331,321		
3. Construction Management/Support	\$ 1,391,577	20%	\$ 1,391,577			
5. Contingency	\$ 791,289	11%	\$ 791,289			
TOTAL CONSTRUCTION PHASE	\$ 9,472,073		\$ 2,182,866	\$ 331,321	\$ 6,957,886	

Subtotals by Project Task		
Paving	Streetlight	Other
\$ 767,886		
		\$ 1,600,000
		\$ 1,790,000
		\$ 255,000
	\$ 1,200,000	
	\$ 300,000	
	\$ 400,000	
\$ 767,886	\$ 1,900,000	\$ 645,000
\$ 250,000	\$ 81,321	
\$ 153,577	\$ 475,000	\$ 763,000
\$ 76,789	\$ 148,879	\$ 565,621
\$ 1,248,252	\$ 2,605,200	\$ 5,618,621

* e.g. PUC sewer inspection

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 4/28/2017 **Res. No.:** _____ **Res. Date:** 6/27/2017

Project Name: Haight Street Resurfacing and Pedestrian Lighting

Grant Recipient: Department of Public Works

		Action	Amount	Phase
Funding Recommended:		Prop K Allocation	\$ 1,248,251	Construction (CON)
		Prop AA Allocation	\$ 2,052,000	Construction (CON)
		Total:	\$ 3,300,251	

Total Prop K Funds: \$ 1,248,251 **Total Prop AA Funds:** \$ 2,052,000

Fund Expiration Date: 3/31/2021 **Eligible expenses must be incurred prior to this date.**

Deliverables:

1. Provide 2-3 digital photos each of typical before conditions, work in progress, and completed work (both paving and lighting).
2. Quarterly progress reports shall provide updates and the percent complete for paving and for pedestrian lighting, as well as the percent complete for the overall project.

Special Conditions:

1. Allocation is contingent upon Transportation Authority Board approval of the 2017 Prop AA Strategic Plan. Approval is anticipated on May 23, 2017.
2. The recommended Prop K allocation is contingent upon a concurrent amendment to the Street Resurfacing, Rehabilitation and Maintenance 5YPP. See attached 5YPP amendment for details.
3. SFPW may not incur expenses for the construction phase until Transportation Authority staff releases the funds pending receipt of evidence of completion of design (e.g. copy of certifications page).

Notes:

1. Prop AA funds will only reimburse eligible lighting related costs and Prop K funds will only reimburse eligible resurfacing related costs.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 4/28/2017 **Res. No.:** _____ **Res. Date:** 6/27/2017

Project Name: Haight Street Resurfacing and Pedestrian Lighting

Grant Recipient: Department of Public Works

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	86.82%	78.34%
Actual Leveraging - This Project	88.41%	80.94%

SFCTA Project P&PD
Reviewer: _____

SGA PROJECT NUMBER

Sponsor: Department of Public Works
SGA Project Number: 134-9xxxxx **Name:** Haight Street Resurfacing and Pedestrian Lighting
Phase: Construction (CON) **Fund Share:** 13.18%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$416,084	\$ 554,778	\$ 277,389		\$1,248,251

Sponsor: Department of Public Works
SGA Project Number: 718-xxxxxx **Name:** Haight Street Resurfacing and Pedestrian Lighting
Phase: Construction (CON) **Fund Share:** 21.66%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop AA		\$500,000	\$1,050,000	\$502,000		\$2,052,000

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 1,248,251

Current Prop AA Request: \$ 2,052,000

Project Name: Haight Street Resurfacing and Pedestrian Lighting

Grant Recipient: Department of Public Works

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

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

CONTACT INFORMATION

Project Manager - Lighting

Name: Amy Lam

Title: Project Manager

Phone: 415-558-4541

Email: amy.lam@sfdpw.org

Grants Section Contact

Rachel Alonso

Transportation Finance Analyst

415.554.4139

rachel.alonso@sfdpw.org

Project Manager - Paving

Name: Ramon Kong

Title: Project Manager

Phone: 415-554-8280

Email: ramon.kong@sfdpw.org

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

UPPER HAIGHT STREETSCAPE
Overall Project Layout Plan

04-San Francisco Public Works-3



100 0 100 200
SCALE: 1"=100'-0"

LEGEND

- New Sidewalk Paving
- New Curb Ramp
- New Transit Bulb
- New Pedestrian Bulb
- New Decorative Ped. Bulb Treatment
- New Decorative Intersection Treatment
- Existing Street Tree
- New Infill Street Tree
- Continental Crosswalk
- New Street Lighting Fixture
- New Pedestrian Lighting
- New Catenary Lighting (See Plan Enlarg.)

ATTACHMENT E

04-San Francisco Public Works-3



UPPER HAIGHT STREETSCAPE
 Plan Enlargement



LEGEND

- New Sidewalk Paving
- New Curb Ramp
- New Transit Bulb
- New Pedestrian Bulb
- Continental Crosswalk
- New Street Lighting Fixture
- New Pedestrian Lighting
- New Catenary Lighting (See Plan Enlarg.)
- New Decorative Ped. Bulb Treatment
- New Decorative Intersection Treatment
- Existing Street Tree
- New Infill Street Tree

SCALE: 1"=40'-0"

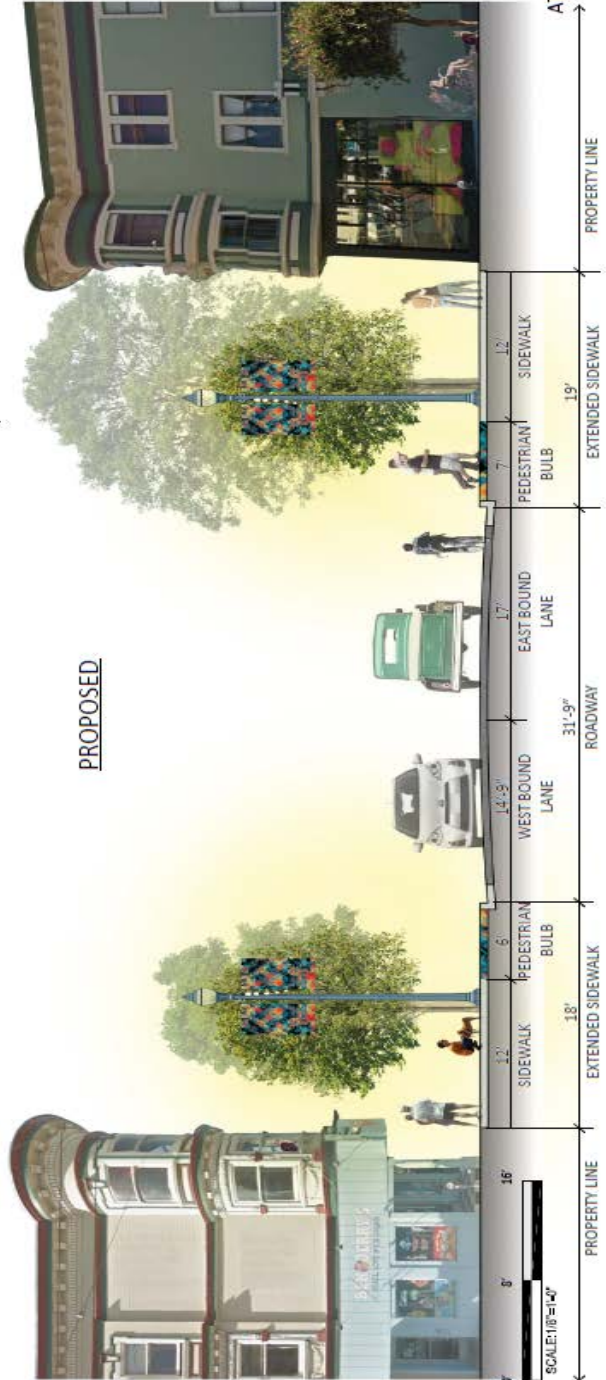
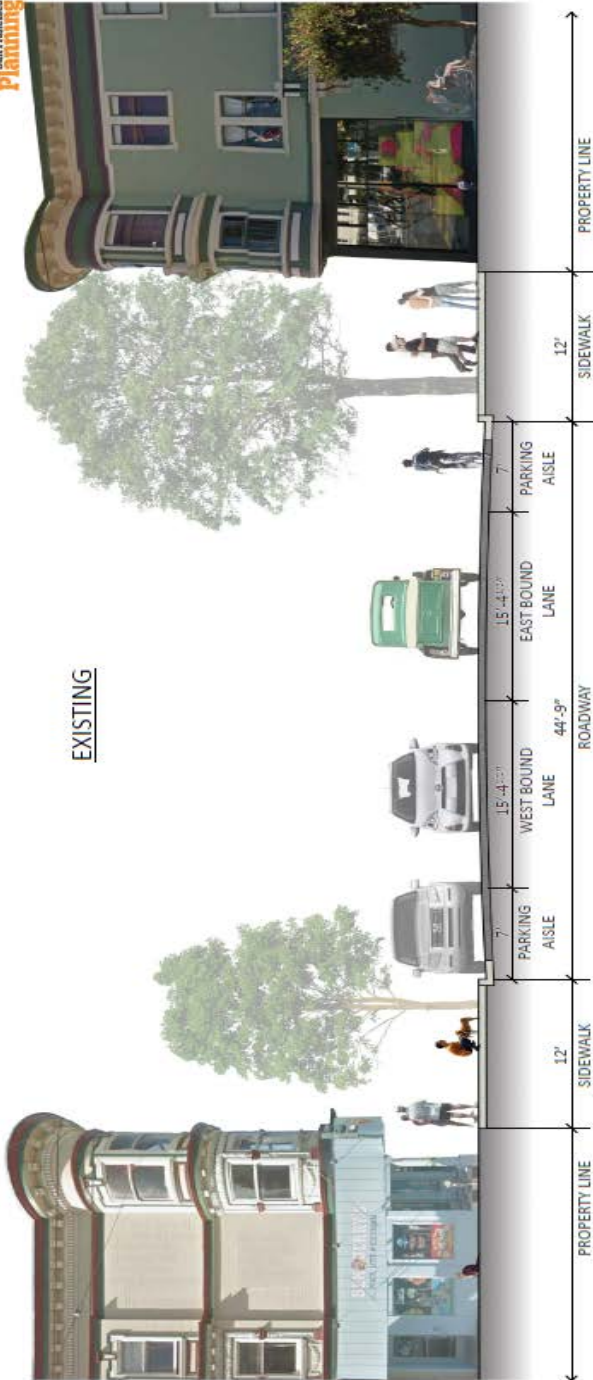
ATTACHMENT E

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

04-San Francisco Public Works-3



UPPER HAIGHT STREETSCAPE
Typical Section

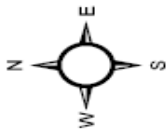


ATTACHMENT E



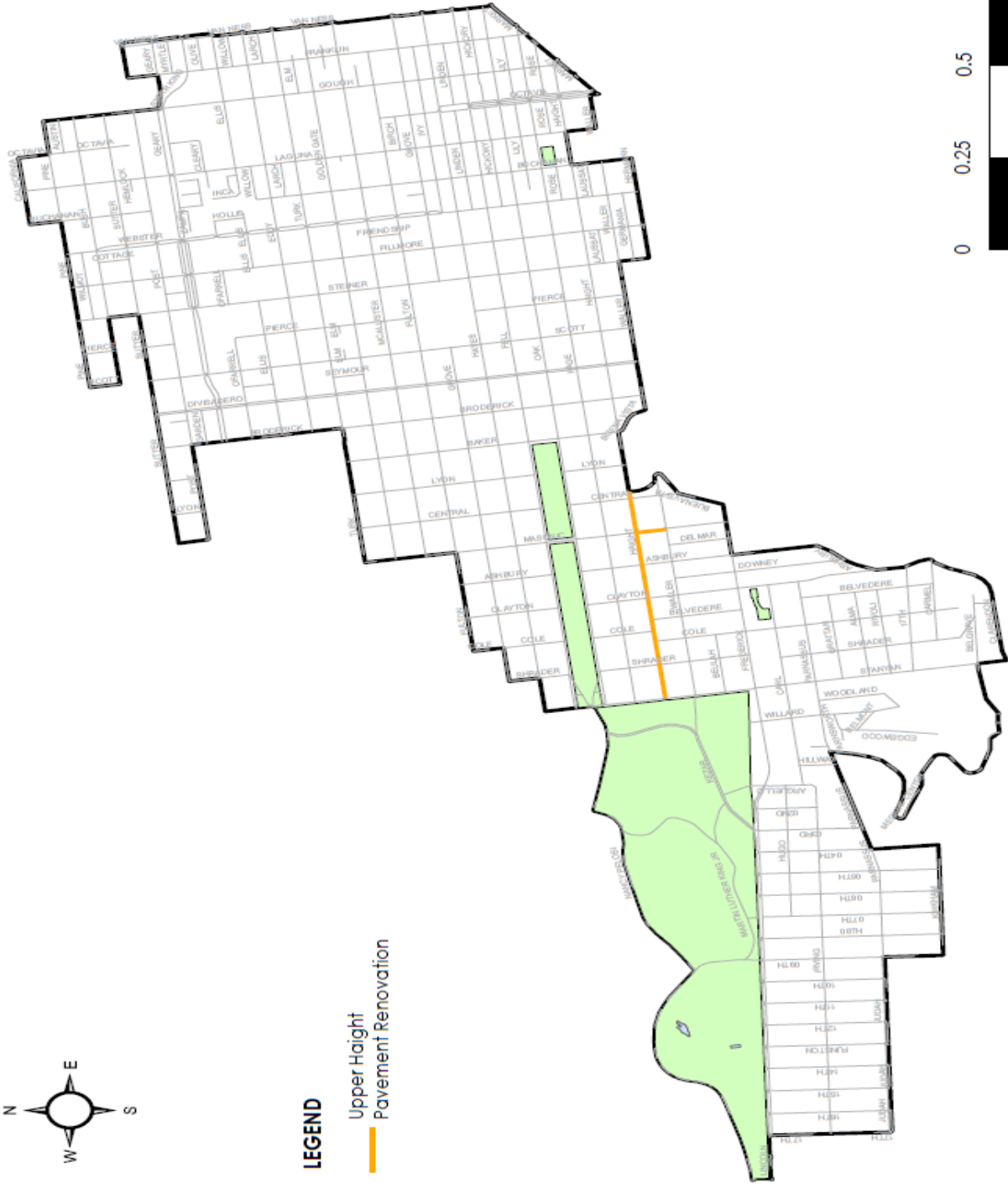
Joint - MTA Lead - Upper Haight Pavement Renovation

District 5



LEGEND

Upper Haight
Pavement Renovation



Print Date 04.12.2017



Prop K 5-Year Project List (FY 2014/15 - 2018/19)
Street Resurfacing, Rehabilitation, and Maintenance / Street Repair and Cleaning Equipment (EPs 34-35)
Programming and Allocations to Date
 Pending - June 27, 2017 Board

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
Street Resurfacing (EP 34)									
SFPW	Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation ¹	CON	Programmed	\$0					\$0
SFPW	West Portal Ave and Quintara St Pavement Renovation	CON	Allocated	\$3,002,785					\$3,002,785
SFPW	West Portal Ave and Quintara St Pavement Renovation ⁵	CON	Deobligated	(\$3,002,785)					(\$3,002,785)
SFPW	Ingalls St and Industrial St Pavement Renovation ¹	CON	Allocated		\$3,677,233				\$3,677,233
SFPW	Clayton St, Clipper St and Portola Dr Pavement Renovation ²	CON	Allocated		\$5,455,263				\$5,455,263
SFPW	Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation ³	CON	Allocated		\$4,785,750				\$4,785,750
SFPW	Gilman Ave and Jerrold Ave Pavement Renovation	CON	Programmed			\$0			\$0
SFPW	Filbert and Leavenworth Streets Pavement Renovation ⁶	CON	Allocated			\$3,479,324			\$3,479,324
SFPW	Madrid St, Morse St and Paris St Pavement Renovation	CON	Programmed				\$4,519,668		\$4,519,668
SFPW	Fillmore St Pavement Renovation	CON	Programmed					\$4,634,668	\$4,634,668
SFPW	Haight Street Resurfacing and Pedestrian Lighting ⁷	CON	Pending				\$1,248,251		\$1,248,251
SFPW	Pavement Renovation Placeholder ^{4,7}	CON	Pending						\$0
				Programmed in 5YPP					\$27,800,157
				Total Allocated and Pending in 5YPP					\$21,648,606
				Total Deobligated in 5YPP					(\$3,002,785)
				Total Unallocated in 5YPP					\$9,154,336
				Programmed in 2014 Strategic Plan, as amended					\$27,030,019
				Deobligated from Prior 5YPP Cycles **					\$1,759,741
				Cumulative Remaining Programming Capacity					\$989,603
				** SP Amendment #4 re-programmed \$1,110,995 in funds deobligated from prior 5YPP cycles.					\$989,603
Street Repair and Cleaning Equipment (EP 35)									
SFPW	Street Repair and Cleaning Equipment	PROC	Allocated	\$701,034					\$701,034
SFPW	Street Repair and Cleaning Equipment	PROC	Allocated		\$738,072				\$738,072
SFPW	Street Repair and Cleaning Equipment ⁴	PROC	Allocated			\$1,499,408			\$1,499,408
SFPW	Street Repair and Cleaning Equipment ⁴	PROC	Programmed				\$94,793		\$94,793
SFPW	Street Repair and Cleaning Equipment	PROC	Programmed					\$859,800	\$859,800

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

Pending - June 27, 2017 Board

Agency	Project Name	Phase(s)	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
			Programmed in 5YPP	\$701,034	\$738,072	\$1,499,408	\$94,793	\$859,800	\$3,893,107
			Total Allocated and Pending in 5YPP	\$701,034	\$738,072	\$1,499,408	\$0	\$0	\$2,938,514
			Total Deobligated in 5YPP	\$0	\$0	\$0	\$0	\$0	\$0
			Total Unallocated in 5YPP	\$0	\$0	\$0	\$94,793	\$859,800	\$954,593
			Programmed in 2014 Strategic Plan, as amended	\$701,034	\$738,072	\$1,499,408	\$94,793	\$859,800	\$3,893,107
			Deobligated from Prior 5YPP Cycles **	\$0	\$0	\$0	\$0	\$0	\$0
			Cumulative Remaining Programming Capacity	\$0	\$0	\$0	\$0	\$0	\$0
			ROLL-UP of EPs 34-35						
			Total Programmed in 5YPPs	\$701,034	\$14,656,318	\$4,978,732	\$5,862,712	\$5,494,468	\$31,693,264
			Total Allocated and Pending in 5YPP	\$3,703,819	\$14,656,318	\$4,978,732	\$1,248,251	\$0	\$24,587,120
			Total Deobligated in 5YPP	(\$3,002,785)	\$0	\$0	\$0	\$0	(\$3,002,785)
			Total Unallocated in 5YPP	\$0	\$0	\$0	\$4,614,461	\$5,494,468	\$10,108,929
			Total Programmed in 2014 Strategic Plan, as amended	\$9,303,819	\$6,103,302	\$5,407,076	\$4,614,461	\$5,494,468	\$30,923,126
			Total Deobligated from Prior 5YPP Cycles	\$1,759,741	\$0	\$0	\$0	\$0	\$1,759,741
			Cumulative Remaining Programming Capacity	\$10,362,526	\$1,809,510	\$2,237,854	\$989,603	\$989,603	\$989,603
			Programmed						
			Pending Allocation/Appropriation						
			Board Approved Allocation/Appropriation						

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

Pending - June 27, 2017 Board

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

- ¹ 5YPP Amendment to add the Ingalls St and Industrial St Pavement Renovation project (Resolution 2016-018, Project 134.908024)
 Guerrero St, San Jose Ave and Corbett Ave Pavement Renovation: Reduced from \$5.6 million to \$0 in Fiscal Year 2014/15, with \$3,677,233 added to Ingalls St and Industrial St Pavement Renovation in Fiscal Year 2015/16 and \$1,922,767 added to cumulative remaining programming capacity. The project was funded with other sources.
 Ingalls St and Industrial St Pavement Renovation: Added project with \$3,677,233 in Fiscal Year 2015/16 funds for construction.
- ² 5YPP Amendment to fully fund the Clayton St, Clipper St, and Portola Dr Pavement Renovation project. (Resolution 2016-047, 3/22/16)
 Cumulative Remaining Programming Capacity: Reduced by \$90,033.
 Clayton St, Clipper St, and Portola Dr Pavement Renovation: Increased by \$90,033 in FY 2015/16 construction funds.
- ³ 5YPP Amendment to add the Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation project. (Resolution 2016-047, 3/22/16)
 Cumulative Remaining Programming Capacity: Reduced by \$4,785,750.
 Eureka St, Grandview Ave, and Mangels Ave Pavement Renovation: Added project with \$4,785,750 in FY 2015/16 construction funds.
- ⁴ Strategic Plan and 5YPP Amendment to fully fund Street Repair and Cleaning Equipment (Resolution 2016-060, 6/28/16):
 Finance cost neutral Strategic Plan Amendment: advanced programming (\$722,582 from FY 2017/18) and cash flow (\$797,101 from FY 2017/18, \$313,895 from FY 2018/19) to FY 2016/17 in the Street Repair and Cleaning Equipment category.
- ⁵ Street Resurfacing 5YPP Amendment: Added Pavement Renovation Placeholder with \$1,110,995 in FY16/17 funds and the following cash flow: \$797,101 in FY17/18 and \$313,894 in FY18/19.
 Street Resurfacing 5YPP Amendment: Added Pavement Renovation Placeholder with \$1,110,995 in FY16/17 funds and the following cash flow: \$797,101 in FY17/18 and \$313,894 in FY18/19.
 funds requirements on that source.
- ⁶ 5YPP amendment to add the Filbert and Leavenworth Streets Pavement Renovation project (Resolution 2017-027, 02/28/2017):
 Gilman Ave and Jerrold Ave Pavement Renovation: Reduced from \$3,907,668 to \$0. The project will be delivered through multiple projects and funded from other sources.
 Filbert and Leavenworth Streets Pavement Renovation: Add project with \$3,479,324 in FY2016/17 funds.
 Cumulative Remaining Programming Capacity: Increased by \$428,344.
- ⁷ 5YPP amendment to add the Haight Street Resurfacing and Pedestrian Lighting project (Resolution 2017-xx, 06/27/2017):
 Pavement Renovation Placeholder: Reduced from \$1,110,995 to \$0 in FY2016/17.
 Cumulative Remaining Programming Capacity: Reduced by \$137,256.
 Haight Street Resurfacing and Pedestrian Lighting: Add project with \$1,248,251 in FY2017/18 construction funds.



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

FY of Allocation Action: 2017/18

Project Name: Public Sidewalk and Curb Repair

Grant Recipient: Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP category: Pedestrian and Bicycle Facility Maintenance: (EP-37)

Prop K EP Line Number (Primary): 37 Current Prop K Request: \$ 561,682

Supervisorial District(s): Citywide

REQUEST

Brief Project Description (type below)

Public Works is responsible for repairing sidewalks around City-maintained trees, adjacent to City properties, and at the angular returns of all intersections. The passage in Proposition E in November 2016 results in \$19 million annual funding set-aside starting in fiscal year 2017/18 to maintain all street trees in the public right-of-way. Nearly \$4 million of the Tree Maintenance Fund will be used for sidewalk repairs due to City-maintained trees. Any other damaged public sidewalks, curb and gutters, and angular returns, not due to tree damage, will be repaired with Prop K funds. SFPW anticipates repairing 80 locations this year with Prop K funds.

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

See attachment.

Project Location (type below)

Various locations citywide

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? No

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 561,682 Prop AA Strategic Plan Amount: _____

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

SCOPE, PROJECT BENEFITS, & COMMUNITY OUTREACH

Public Works is responsible for repairing sidewalks around City-maintained trees, adjacent to City properties, and at the angular returns of all intersections. The passage of Proposition E in November 2016 resulted in \$19 million annual funding set-aside starting in FY17/18 to maintain all street trees in the public right-of-way. Nearly \$4 million of the Tree Maintenance Fund (TMF) will be used for sidewalk repairs due to City-maintained trees. Any other damaged public sidewalks, curb and gutters, and angular returns, not due to tree damage, will be repaired with Prop K funds.

San Francisco Public Works, in partnership with the San Francisco Planning Department, recently completed a comprehensive street tree census. This census identified all street trees in the public right-of-way as well as maintenance need, including sidewalk damage. As trees mature within restricted cut-out areas, the tree roots often damage and raise the sidewalk around it. These sidewalk displacements create potential tripping concerns for pedestrians and for the disabled. The area of damage increases as the tree roots grow in diameter further exacerbating tripping concerns when sidewalks remain unrepaired.

Public Works will use its new comprehensive data to identify priority sidewalk repairs throughout San Francisco, by overlaying senior facilities, schools, bus stops and neighborhood commercial districts with these locations. \$3 million in Prop E TMF funds will be allocated to the ongoing Sidewalk Inspection & Repair Program (SIRP) and Accelerated Sidewalk Abatement Program (ASAP), both described below, and approximately \$1 million will be used to fund contractors to repair sidewalks around newly acquired City trees. At approximately \$23 per square foot, with an average of 154 sq feet per location, the average cost per tree-related repair is approximately \$3,542.

Public Works currently has a backlog of 641 requested curb repairs not related to street tree damage. Instead, damage at these locations is typically caused by trucks driving up on curbs, old age, heavy equipment, vehicular accidents, and poor original construction. Prop K and State Transportation Development Act, Article 3 (TDA-3) funds will be used to repair these public sidewalks, curbs and gutters, and angular returns. The average cost per linear foot of curb and gutter (which involves pouring 12-18" of gutter as well as 6-10" of curb) is \$50 per linear foot. We anticipate repairing approximately 80 sidewalk locations and approximately 5,616 linear feet of curb with the \$561,682 Prop K funds.

Locations are determined by SFPW inspection and public complaints, and will be prioritized according to the criteria in the 5-Year Prioritization Program (5YPP) for Pedestrian and Bicycle Facility Maintenance, including project readiness, community support and time sensitive urgency. In addition to these locations, PW anticipates that emergency response may be required at sidewalks fronting federal, state, school, and housing authority properties, as well as fronting undeveloped lands, roadway structures (i.e. stairways, tunnels, bridges and retaining walls), and special surface sidewalks such as Market Street bricks and Mission Street tiles. Any substitutions of locations would be made in accordance with the 5YPP prioritization criteria.

New locations continuously become priorities as a result of PW's ongoing inspections, daily complaints, and reports of trip-and-fall accidents. The locations identified in the current prioritized sidewalk repair list may change based on higher-need locations that cannot be anticipated at this time. PW has the flexibility to prioritize and complete locations on an expedited basis if there is potential significant impact to pedestrian access and/or have the highest likelihood of generating claims against the City and County of San Francisco (CCSF). However, failure to correct sidewalk deficiencies, whether they front public or private properties, increases CCSF's exposure to claims and lawsuits resulting from trip-and-fall injuries.

Public Works sidewalk inspectors will continue to respond to public complaints through 311 about public sidewalks.

More information about the SIRP and ASAP programs can be found on the next page.

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

Sidewalk Inspection and Repair Program (SIRP) (not funded by Prop K):

Developed in 2007, SIRP annually inspects and makes necessary repairs to approximately 200 square blocks of San Francisco's most heavily traveled sidewalks. This ensures that the city's 5,000 plus street segments are inspected on a 25-year cycle, which is the recommended industry standard. CCSF conducts a public outreach campaign prior to inspecting to inform property owners of their legal responsibilities. Property owners are educated about how sidewalks must be maintained. After the initial outreach, inspections are made, and notices are sent to property owners who have damaged sidewalks. These property owners are provided an opportunity to discuss the amount of damage they are responsible to repair at a PW Departmental Hearing. In addition, utility agencies and other public agencies receive a similar notice to make repairs. Work is being performed under contract.

Accelerated Sidewalk Abatement Program (ASAP) (not funded by Prop K):

In FY 2011/12, the City began implementing ASAP, a program to address complaints on public and private properties. Specifically, it is intended to quickly repair sidewalk defects that are impeding access for disabled persons, or for which claims have been filed, when City crews are not available to make the repairs, or when TDA and Prop K sidewalk repair funds have been exhausted. Second, it is intended to reduce the City's sidewalk repair backlog in geographic areas outside of the annual bounds of SIRP. ASAP inspects specific locations referred through complaints and issue notices to those responsible. If the public agency or property owner does not promptly repair the sidewalk, the City automatically conducts the repair and charge the cost of inspection and abatement to the responsible party.

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

Project Name: Public Sidewalk and Curb Repair

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

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

Project Name: Public Sidewalk and Curb Repair

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 561,682	\$ -	\$ 561,682
State Transportation Development Act- Article 3	\$ -	\$ 247,787	\$ -	\$ 247,787
Total:	\$ -	\$ 809,469	\$ -	\$ 809,469

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ 809,469	\$ 561,682	\$ -	available funds
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 809,469	\$ 561,682	\$ -	

% Complete of Design:

N/A

 as of

N/A

 Expected Useful Life:

10-20

 Years

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

PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST (Instructions as noted below)

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 561,682	\$ -	\$ -	\$ -	\$ 561,682

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

Project Name: Public Sidewalk and Curb Repair

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)			
Budget Line Item	Totals	% of contract	SFPW
Labor	\$ 688,049		\$ 688,049
Materials	\$ 121,420		\$ 121,420
Total Construction Phase	\$ 809,469		\$ 809,469

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/14/2017 Res. No: 2017-xxx Res. Date: 6/27/2017

Project Name: Public Sidewalk and Curb Repair

Grant Recipient: Department of Public Works

Funding Recommended:	Action	Amount	Phase
	Prop K Allocation	\$ 561,682	Construction (CON)
	Total:	\$ 561,682	

Total Prop K Funds: \$ 561,682 Total Prop AA Funds: \$ -

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

Fund Expiration Date: 6/30/2018 Eligible expenses must be incurred prior to this date.

Intended Future Action	Action	Amount	Fiscal Year	Phase

Trigger:

Deliverables:

- Quarterly progress reports shall provide the number of sidewalk repairs completed for the quarter and a list of repair locations, noting the locations identified through service requests and claims data.
- With quarterly progress reports and at project completion, provide 2-3 digital photos of construction work in progress and completed projects.

Special Conditions:

- Prop K funds allocated to this project are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/2018). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-August 2018), all remaining unclaimed amounts will be deobligated and made available for future allocations.

Notes:

- For this project SFPW may submit evidence of proportional billing upon completion of the project.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/14/2017 **Res. No.:** 2017-xxx **Res. Date:** 6/27/2017

Project Name: Public Sidewalk and Curb Repair

Grant Recipient: Department of Public Works

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	30.61%	No Prop AA
Actual Leveraging - This Project	See Above	No Prop AA

SFCTA Project P&PD
Reviewer: _____

SGA PROJECT NUMBER

Sponsor: Department of Public Works

SGA Project Number: 137-xxxxxx **Name:** Public Sidewalk and Curb Repair

Phase: Construction (CON) **Fund Share:** 69.39%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$561,682				\$561,682

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 561,682

Current Prop AA Request: \$ -

Project Name: Public Sidewalk and Curb Repair

Grant Recipient: Department of Public Works

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

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

CONTACT INFORMATION

Project Manager

Grants Section Contact

Name: Carla Short

Rachel Alonso

Title: Superintendent

Transportation Finance Analyst

Phone: 415.695.2097

415.554.4139

Email: carla.short@sfdpw.org

rachel.alonso@sfdpw.org

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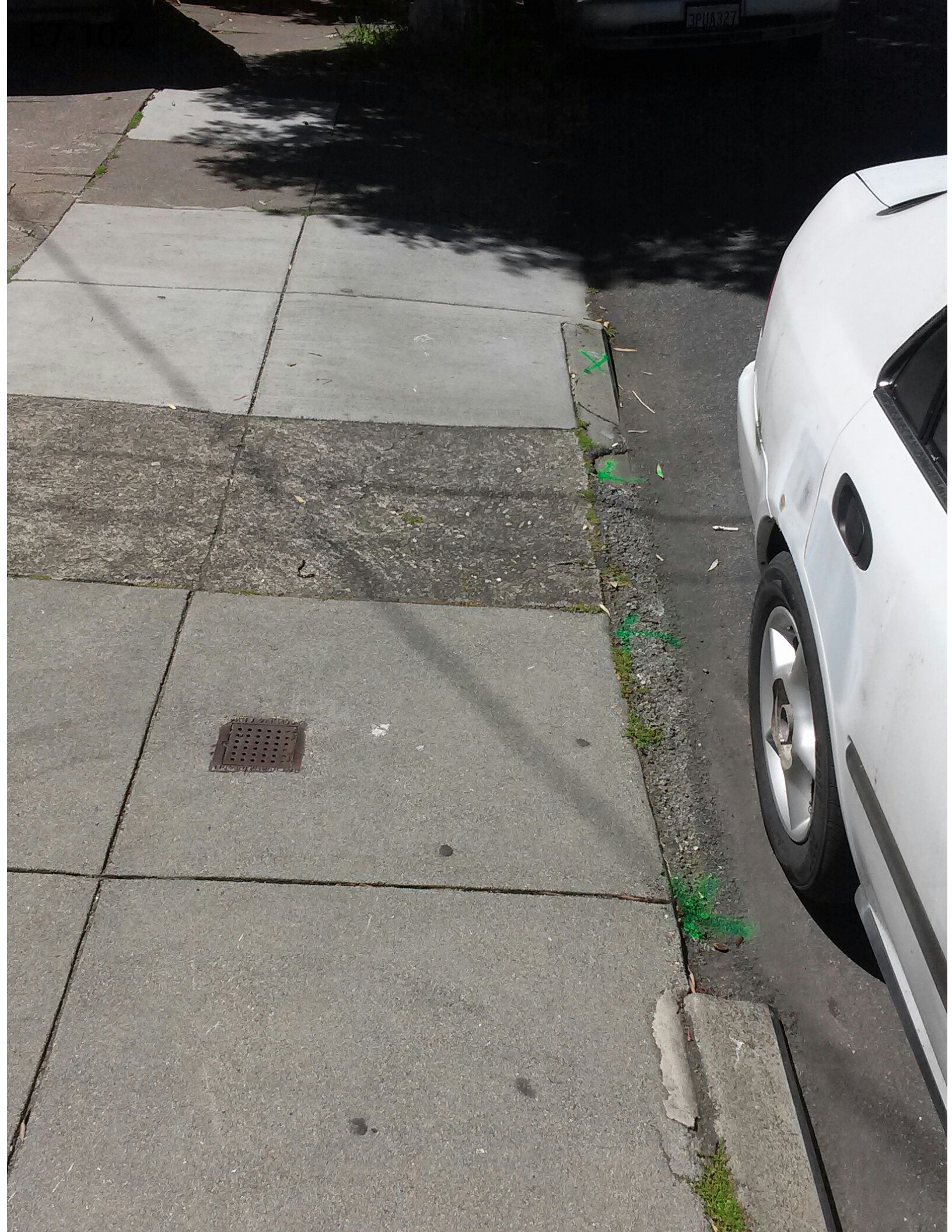


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San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2017/18

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

EXPENDITURE PLAN INFORMATION

Prop K EP category: Traffic Calming: (EP-38)

Prop K EP Line Number (Primary): 38

Current Prop K Request: \$727,325

Prop K Other EP Line Numbers: _____

Supervisorial District(s): Citywide

REQUEST

Brief Project Description (type below)

Design and construct projects identified through the SFMTA's Application-Based Residential Street Traffic Calming Program.

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

See separate scope.

Project Location (type below)

Citywide

Project Phase (select dropdown below)

Multiple Phases

Map or Drawings Attached? Yes

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 1,200,000

Prop AA
Strategic Plan
Amount: _____

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

Project Background

The San Francisco Municipal Transportation Agency (SFMTA) requests an allocation of \$727,324 in Proposition K funds for the Application-Based Residential Street Traffic Calming Program. This allocation will cover detailed design and construction of traffic calming devices throughout the city. The list of projects (see attached) has been determined through the planning processes funded by Prop k in July, 2016 described below.

- **Application:** Residents who are concerned about speeding on their streets submit applications and neighborhood petitions to initiate the process for receiving traffic calming measures. Applications for the 2016/2017 cycle were due in August 2016. SFMTA is seeking funds to evaluate applications for the 2017/18 cycle under a separate item on the June Board meeting agenda.
- **Evaluation & Ranking:** Once applications are received, SFMTA staff collect the additional data needed to determine whether an application qualifies. This includes conducting speed and traffic count and reviewing data on the number of collisions for each location. Once this data is gathered for all applications, they are ranked based primarily on speeds, traffic counts, collisions and the land use types within a short proximity to the street, which can include the presence of schools, transit stops, the bicycle network, commercial zoning and parks.
- **Inform Applicants:** Once the evaluation and ranking phase is complete, applicants are informed of whether or not their location will receive a traffic calming project the following year. Residents who have submitted applications for the 2016/2017 application cycle are notified by mail. This process was completed for the 2016/2017 application cycle in March 2017.
- **Determine Project List:** SFMTA staff then review each of the top locations to determine whether a speed hump would be an appropriate tool to reduce speeds at that location. In some cases, other measures will be recommended.
- **Inform & Ballot Neighbors:** Residents on accepted blocks will be contacted by the SFMTA with information about the project, and asked to vote on whether they would like traffic calming implemented on their street. Fifty percent of returned ballots must be in favor of the measure – signatures from the original application count as “yes” votes unless a “no” vote is received from the same address.
- **Design & Approval (funded by this request):** If the neighbors vote in favor of the measure, SFMTA engineers will finalize the designs and bring the proposals through the official SFMTA public hearing process.
- **Construction (funded by this request):** Speed humps, speed cushions, and other traffic calming measures recommended for accepted 2016/2017 applications will begin construction in Fall 2017. Many factors including competing prioritized projects, weather and staffing influence the timeline of construction.

In the 2016/2017 cycle, 84 blocks submitted applications to the program. After reviewing the applications, the project team is recommending 42 blocks for acceptance into the program. Attachment A includes a map with all of the approved locations, followed by Attachment B containing a list of all approved locations.

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

Scope

The following devices will be constructed as a result of this allocation request, subject to potential changes in the Design phase:

Device	# of Devices
Speed Hump	66
Speed Cushion	4
Striping/Signage	2
Traffic Circle	1
Raised Crosswalk	2

The construction budget is higher than previous local-track application budgets due to the higher number of accepted projects. Our budget is based on an estimated 50 applications and 25 projects per year. However, this year has been consistent with the past two years in that the Traffic Calming Program has been receiving a significantly larger number of applications than anticipated. Due to the higher-than-anticipated number of accepted projects, additional funds are being requested to address the budget shortfall. In addition, the SFMTA may utilize an outside contractor to construct the measures. This is due to the relatively large volume of measures, which city crews cannot always build in a timeline that meets our schedule. While this has not been determined, the cost estimates for construction reflect this assumption.

Deliverables associated with each of the phases include:

Design

- Identify preferred location and design for all traffic calming devices.
- SFMTA staff will update striping drawings.
- Detailed design, typically conducted by San Francisco Public Works, is required for some of the measures such as traffic circles.
- Mark location of devices in field.

Construction

- Contractor will construct devices to SFMTA specifications.
- Staff will perform quality control.

Of the total amount (\$727,324):

- \$80,918 will fund design.
- \$646,407 will fund construction.

Environmental

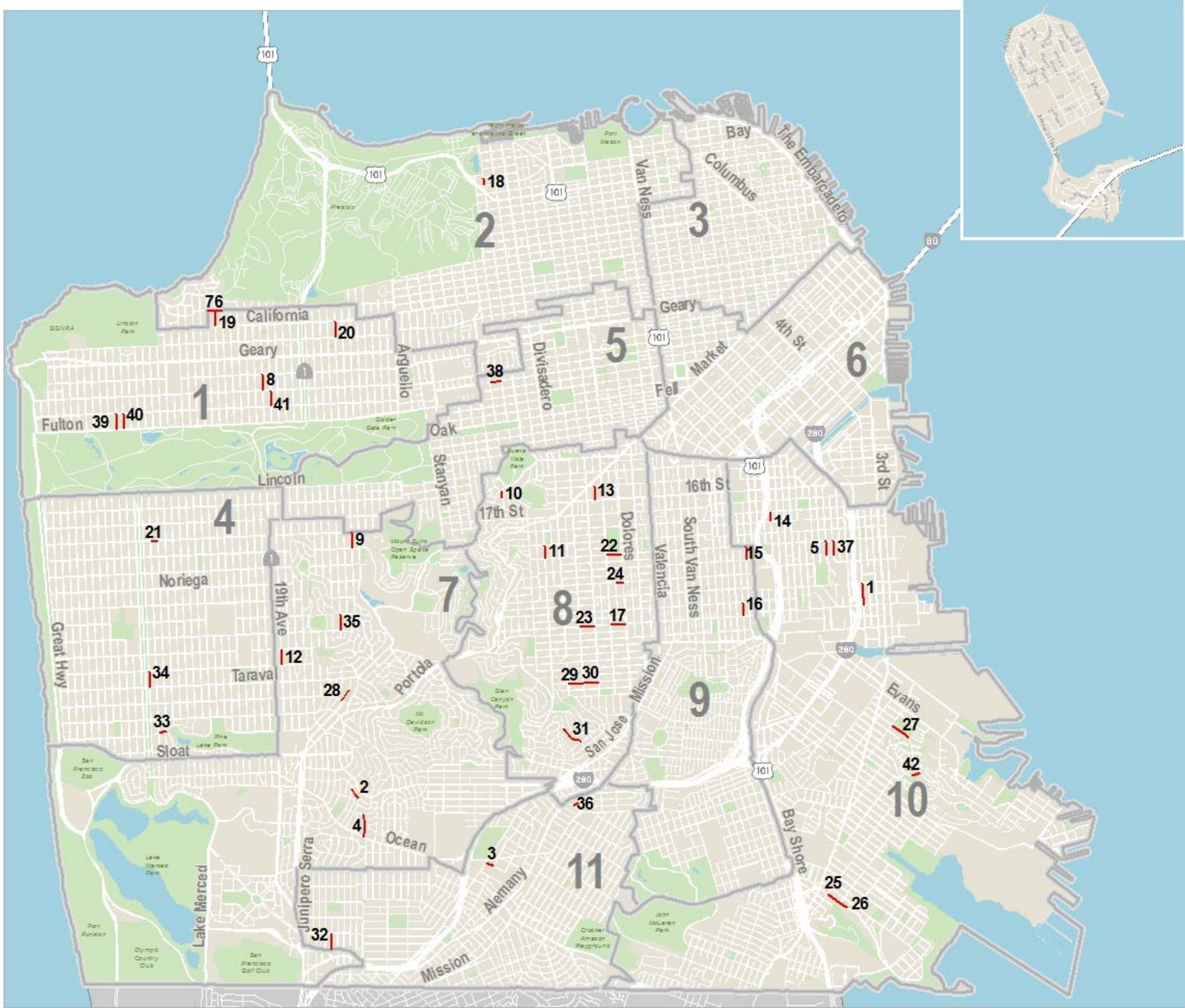
All traffic calming measures that are proposed in this allocation request have been determined to be categorically exempt from CEQA review by the SFMTA Environmental Planning Team and the San Francisco Planning Department.

Schedule

Design will begin in June 2017 and continue until December 2017. Construction will begin December 2017 and conclude by June 2018.

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

Attachment A: Map of Accepted Projects (see attachment B for key)



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

Project Number	Project Name – Accepted Locations (Corresponds to Map)	Supervisor District	Recommended Device(s)* <i>*Subject to change in Design phase</i>
1	Indiana St from 23rd St to 25th St	10	3 speed humps
2	Darien Way from Northgate St to Westgate St	7	3 speed humps
3	Oneida Ave from San Jose Ave to Delano Ave	11	2 speed humps
4	Keystone Way from Kenwood Way to Ocean Ave	7	3 speed humps
5	Missouri St from 20th St to 22nd St	10	1 speed hump
6	Lake St from 24th Ave to 25th Ave	2	1 speed hump
7	Lake St from 25th Ave to 26th Ave	2	1 speed hump
8	19th Ave from Balboa St to Anza St	1	2 speed humps
9	08th Ave from Lawton St to Kirkham	7	2 speed cushions
10	Loma Vista Terrace from Masonic Ave to Roosevelt Way	8	Striping & Signage
11	Diamond St from 19th St to 20th St	8	2 speed humps
12	18th Ave from Rivera St to Santiago St	7	2 speed humps
13	Sharon St from 15th St to 16th St	8	2 speed humps
14	Vermont St from 18th St to Mariposa St	10	1 speed hump
15	Hampshire St from 20th St to 21st St	9	2 speed humps
16	York St from 24th St to 25th St	9	2 speed humps
17	25th St from Church St to Dolores St	8	2 speed humps
18	Baker St from Bay St to Francisco St	2	2 speed humps
19	25th Ave from California St to Lake Street	1	Striping & Signage
20	09th Ave from California St to Clement St	1	2 speed humps
21	Kirkham St from 34th Ave to 35th Ave	4	1 speed hump or raised crossing
22	20th St from Church St to Dolores St	8	2 speed humps
23	25th St from Noe St to Sanchez St	8	2 speed humps
24	22nd St from Chattanooga St to Dolores St	8	1 speed hump
25	Jamestown Ave from Ingalls St to Jennings St	10	2 speed humps
26	Jamestown Ave from Ingalls St to Redondo St	10	2 speed humps
27	Hudson Ave from Cashmere St to Ardath Court	10	2 raised crosswalks
28	Lenox Way from Ulloa St to Taraval St	7	2 speed humps
29	29th St from Castro St to Noe St	8	2 speed humps
30	29th St from Noe St to Sanchez St	8	2 speed humps
31	Moffitt St from Bemis St to Farnum St	8	Striping & Signage
32	Arch St from Randolph St to Brotherhood Way	11	2 speed humps
33	Wawona St from 34th Ave to 35th Ave	4	1 speed hump
34	36th Ave from Santiago St to Taraval St	4	2 speed humps
35	10th Ave from Pacheco St to Quintara St	7	2 speed cushions
36	Camellia Ave from Admiral Ave to Silver Ave	11	2 speed humps
37	Texas St from 20th St to Sierra St	10	1 speed hump
38	Golden Gate Ave from Central Ave to Lyon St	5	1 speed hump
39	39th Ave from Cabrillo St to Fulton St	1	2 speed humps
40	38th Ave from Cabrillo St to Fulton St	1	2 speed humps
41	18th Ave from Balboa St to Cabrillo St	1	2 speed humps
42	Progress St/Whitney Young Circle from Hudson St to Newcomb Ave	10	traffic circle

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

Project Number	Project Name – Accepted Locations (Sorted by District)	Supervisor District	Recommended Device(s)* <i>*Subject to change in Design phase</i>
8	19th Ave from Balboa St to Anza St	1	2 speed humps
19	25th Ave from California St to Lake Street	1	Striping & Signage
20	09th Ave from California St to Clement St	1	2 speed humps
39	39th Ave from Cabrillo St to Fulton St	1	2 speed humps
40	38th Ave from Cabrillo St to Fulton St	1	2 speed humps
41	18th Ave from Balboa St to Cabrillo St	1	2 speed humps
6	Lake St from 24th Ave to 25th Ave	2	1 speed hump
7	Lake St from 25th Ave to 26th Ave	2	1 speed hump
18	Baker St from Bay St to Francisco St	2	2 speed humps
21	Kirkham St from 34th Ave to 35th Ave	4	1 speed hump or raised crossing
33	Wawona St from 34th Ave to 35th Ave	4	1 speed hump
34	36th Ave from Santiago St to Taraval St	4	2 speed humps
38	Golden Gate Ave from Central Ave to Lyon St	5	1 speed hump
2	Darien Way from Northgate St to Westgate St	7	3 speed humps
4	Keystone Way from Kenwood Way to Ocean Ave	7	3 speed humps
9	08th Ave from Lawton St to Kirkham	7	2 speed cushions
12	18th Ave from Rivera St to Santiago St	7	2 speed humps
28	Lenox Way from Ulloa St to Taraval St	7	2 speed humps
35	10th Ave from Pacheco St to Quintara St	7	2 speed cushions
10	Loma Vista Terrace from Masonic Ave to Roosevelt Way	8	Striping & Signage
11	Diamond St from 19th St to 20th St	8	2 speed humps
13	Sharon St from 15th St to 16th St	8	2 speed humps
17	25th St from Church St to Dolores St	8	2 speed humps
22	20th St from Church St to Dolores St	8	2 speed humps
23	25th St from Noe St to Sanchez St	8	2 speed humps
24	22nd St from Chattanooga St to Dolores St	8	1 speed hump
29	29th St from Castro St to Noe St	8	2 speed humps
30	29th St from Noe St to Sanchez St	8	2 speed humps
31	Moffitt St from Bemis St to Farnum St	8	Striping & Signage
15	Hampshire St from 20th St to 21st St	9	2 speed humps
16	York St from 24th St to 25th St	9	2 speed humps
1	Indiana St from 23rd St to 25th St	10	3 speed humps
5	Missouri St from 20th St to 22nd St	10	1 speed hump
14	Vermont St from 18th St to Mariposa St	10	1 speed hump
25	Jamestown Ave from Ingalls St to Jennings St	10	2 speed humps
26	Jamestown Ave from Ingalls St to Redondo St	10	2 speed humps
27	Hudson Ave from Cashmere St to Ardath Court	10	2 raised crosswalks
37	Texas St from 20th St to Sierra St	10	1 speed hump
42	Progress St/Whitney Young Circle from Hudson St to Newcomb Ave	10	traffic circle
3	Oneida Ave from San Jose Ave to Delano Ave	11	2 speed humps
32	Arch St from Randolph St to Brotherhood Way	11	2 speed humps
36	Camellia Ave from Admiral Ave to Silver Ave	11	2 speed humps

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

FY2016/17 Applications for Residential Street Traffic Calming (Sorted by District)			
Street	From	To	District
09th Ave	California St	Clement St	1
18th Ave	Balboa St	Cabrillo St	1
38th Ave	Cabrillo St	Fulton St	1
39th Ave	Cabrillo St	Fulton St	1
19th Ave	Balboa St	Anza St	1
25th Ave	California St	Lake/El Camino Del Mar	1/2
Lake St	24th Ave	25th Ave	1/2
Lake St	25th Ave	26th Ave	1/2
Baker St	Bay St	Francisco St	2
Buchanan St	Sacramento St	California St	2
Golden Gate Ave	Central Ave	Lyon St	2/5
Bernard St	Jones St	Leavenworth St	3
Grant Ave	Lombard St	Greenwich St	3
18th Ave	Rivera St	Santiago St	4
20th Ave	Ulloa St	Vicente St	4
25th Ave	Noriega St	Ortega St	4
36th Ave	Santiago St	Taraval St	4
Kirkham St	34th Ave	35th Ave	4
Wawona St	34th Ave	35th Ave	4
8th Ave	Lawton St	Kirkham	5
Scott St	Duboce St	Waller St	5/8
Berry St	5th St	Mission Bay Drive	6
10th Ave	Pacheco St	Quintara St	7
Bucareli Dr	Gonzalez Dr	Juan Bautista Cir	7
Darien Way	Northgate St	Westgate St	7
Hernandez Ave	Lauguna Honda Blvd	woodside Ave	7
Keystone Way	Kenwood Way	Ocean Ave	7
Lenox Way	Ulloa St	Taraval St	7
Melrose Ave	Gennessee St	Mangels Ave	7
Starview Way	Panorama Dr	Panorama Dr	7
Laguna Honda Blvd	Vasquez Ave	Balceta Ave	7
Laguna Honda Blvd	Balceta Ave	Hernandez Ave	7
Harold Ave	Holloway Ave	Ocean Ave	7/11
20th St	Church St	Dolores St	8
20th St	Church St	Sanchez St	8

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

FY2016/17 Applications for Residential Street Traffic Calming (Sorted by District)			
Street	From	To	District
22nd St	Chattanooga St	Dolores St	8
25th St	Church St	Dolores St	8
25th St	Noe St	Sanchez St	8
28th St	Dolores St	Church St	8
29th St	Noe St	Sanchez St	8
29th St	Castro St	Noe St	8
Diamond Heights St	Clipper St	Duncan St	8
Diamond St	19th St	20th St	8
Divisadero St	14th St	Duboce St	8
Gold Mine Dr	Diamond Height Blvd (at Addison St)	Topaz Way	8
Loma Vista Terrace	Masonic Ave	Roosevelt Way	8
Moffitt St	Bemis St	Farnum St	8
Sharon St	15th St	16th St	8
Gaven St	San Bruno Ave	Barneveld St	9
York St	24th St	25th St	9
Alabama St	Precita St	Cesar Chavez St	9
De Haro St	23rd St	24th St	10
Gillette Ave	Blanken Ave	Lathrop Ave	10
Hampshire St	18th St	19th St	10
Hampshire St	20th St	21st St	10
Hudson Ave	Cashmere St	Mendell st	10
Indiana St	23rd St	25th St	10
Jamestown Ave	Ingalls St	Jennings St	10
Jamestown Ave	Griffith St	Hawes St	10
Jamestown Ave	Hawes	Redondo St	10
Jamestown Ave	Ingalls St	Redondo St	10
Long Bridge St	El Dorado St	Mission Bay Blvd North	10
Long Bridge St	Mission Bay Traffic Circle	El Dorado	10
Minnesota St	20th St	22nd St	10
Mississippi St	19th St	20th St	10
Mississippi St	20th St	22nd St	10
Missouri St	18th St	Mariposa St	10
Missouri St	20th St	22nd St	10
Progress St/Whitney Young Circle	Hudson St	Newcomb Ave	10
Rhode Island St	20th St	Southern Heights Ave	10

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

FY2016/17 Applications for Residential Street Traffic Calming (Sorted by District)

Street	From	To	District
Rhode Island St	Southern Heights Ave	22nd St	10
San Bruno Ave	19th St	20th St	10
Tennessee St	20th St	22nd St	10
Texas St	20th St	Sierra St	10
Vermont St	18th St	Mariposa St	10
Mississippi St	18th St	19th St	10
Arch St	Randolph St	Brotherhood Way	11
Camellia Ave	Admiral Ave	Silver Ave	11
Castle Manor Ave	Camellia Ave	Mission St	11
Mt. Vernon Ave	Delano Ave	Cayuga Ave	11
Oneida Ave	San Jose Ave	Delano Ave	11
Pennsylvania Ave	19th St	20th St	11
Rhode Island St	23rd St	24th St	11
Rhode Island St	24th St	25th St	11

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

Project Name: Application-Based Residential Street Traffic Calming Program

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

With the implementation focus of this project, community outreach in the design and construction phases will be minimal. Residents will be periodically notified via email of the construction schedule and staff will communicate with residents to answer any questions. Each traffic calming device will be balloted prior to an Engineering Public Hearing and stakeholders will be engaged in advance of design for 'larger' traffic calming measures such as traffic circles. Construction for all traffic calming projects are coordinated with other citywide efforts.

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

Project Name: Application-Based Residential Street Traffic Calming Program

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 727,325	\$ -	\$ 727,325
Total:	\$ -	\$ 727,325	\$ -	\$ 727,325

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 727,325	\$ 213,525	\$ 940,850
Total:	\$ -	\$ 727,325	\$ 213,525	\$ 940,850

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 213,525	\$ -		Actual Costs
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ 80,918	\$ 80,918	\$ -	Based on prior similar work
Construction (CON)	\$ 646,407	\$ 646,407	\$ -	Based on prior similar work
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 940,850	\$ 727,325	\$ -	

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

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

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

Phase:

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ 213,525	\$ 80,918	\$ -	\$ -	\$ -	\$ 294,443

Phase:

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 646,407	\$ -	\$ -	\$ -	\$ 646,407

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

Project Name: Application-Based Residential Street Traffic Calming

MAJOR LINE ITEM BUDGET

I. BUDGET SUMMARY BY PHASE	TOTAL SFMTA LABOR	MATERIALS & SURVEY CONTRACT TOTAL	TOTAL PROJECT COSTS	CURRENT REQUEST
A. Design	\$ 80,418		\$ 80,418	\$ 80,418
B. Construction	\$ 6,757	\$ 639,650	\$ 646,407	\$ 646,407
C. City Attorney Review	\$ 500	-	\$ 500	\$ 500
TOTAL	\$ 87,674	\$ 639,650	\$ 727,324	\$ 727,324

Construction Materials & Contract Work	Unit Cost	# Units	Total
Construct Approximately 66 Speed Humps (estimated labor and materials costs)	\$ 6,600	66	\$ 435,600
Construct 4 Speed Cushions	\$ 6,600	6	\$ 39,600
Install 2 striping & signage projects	\$ 5,000	2	\$ 10,000
Construct 2 Raised Crosswalks	\$ 10,000	2	\$ 20,000
Construct 1 Traffic Circle	\$ 40,000	1	\$ 40,000
Paint & Signs for devices	\$ 330	110	\$ 36,300
Construction Contingency (10%)			\$ 58,150
CONSTRUCTION MATERIALS & CONTRACT WORK SUBTOTAL			\$ 639,650
CONSTRUCTION PHASE TOTAL			\$ 646,407

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/17/2017 Res. No: 2017-xxx Res. Date: 6/27/2017

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

Funding Recommended:	Action	Amount	Phase
	Prop K Allocation	\$ 80,918	Design Engineering (PS&E)
	Prop K Allocation	\$ 646,407	Construction (CON)
	Total:	\$ 727,325	

Total Prop K Funds: \$ 727,325 Total Prop AA Funds: \$ -

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

We are recommending a multi-phase allocation due to the short duration of the design phase (less than 6 months) and the straightforward nature of scope (e.g. speed humps).

Fund Expiration Date: 6/30/2019 Eligible expenses must be incurred prior to this date.

Future Commitment:	Action	Amount	Fiscal Year	Phase

Trigger:

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/17/2017 Res. No: 2017-xxx Res. Date: 6/27/2017

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

Deliverables:

1. Quarterly progress reports shall provide the number of the traffic calming improvements constructed in the previous quarter by type and any changes to the accepted project locations, in addition to all other requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.
2. Over the course of the project quarterly progress reports should include 2-3 digital photos of work in progress and/or of completed work.

Special Conditions:

1. SFMTA may not incur expenses for the construction phase until Transportation Authority staff releases the funds 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.

Notes:

1. Reminder: Prop K attribution is required on any public materials developed for the subject project. See SGA for details

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

SFCTA Project P&PD
 Reviewer: _____

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/17/2017 **Res. No:** 2017-xxx **Res. Date:** 6/27/2017

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - DPT

SGA Project Number: 138-xxx **Name:** Local Track Application-Based Traffic Calming Program - Design

Phase: Design Engineering (PS&E) **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$80,918				\$80,918

Sponsor: San Francisco Municipal Transportation Agency - DPT

SGA Project Number: 138-xxx **Name:** Local Track Application-Based Traffic Calming Program - Construction

Phase: Construction (CON) **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$484,805	\$161,602			\$646,407

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 727,324

Current Prop AA Request: \$ -

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

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

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

CONTACT INFORMATION

Project Manager

Name: Daniel Carr

Title: Assistant Transportation Engineer

Phone: 415-749-2498

Email: daniel.carr@sfmta.com

Grants Section Contact

Joel Goldberg

Manager, Capital Procurement & Mgmt

415-646-2520

joel.goldberg@sfmta.com

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

FY of Allocation Action: 2017/18

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

EXPENDITURE PLAN INFORMATION

Prop K EP category: Traffic Calming: (EP-38)

Prop K EP Line Number (Primary): 38

Current Prop K Request: \$213,525

Supervisorial District(s): Citywide

REQUEST

Brief Project Description:

Project includes citywide program outreach, evaluation and prioritization of all eligible applications (up to 100 per year), planning recommendations for traffic calming devices, project development including balloting and targeted community outreach where needed, and conceptual engineering of traffic calming measures for approximately 50 site-specific locations.

Detailed Scope, Project Benefits and Community Outreach:

See attached.

Project Location:

Citywide

Project Phase:

Planning/Conceptual Engineering (PLAN)

Map or Drawings Attached? No

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 600,000 Prop AA
Strategic Plan
Amount: _____

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

Project Background

The San Francisco Municipal Transportation Agency (SFMTA) requests an allocation of \$213,525 in Proposition K funds for the Local-Track Application-Based Traffic Calming program. This allocation will cover citywide program outreach, evaluation, and prioritization of all eligible applications (up to 100 per year), planning recommendations for traffic calming devices, project development including balloting and targeted community outreach where needed, and conceptual engineering of traffic calming measures in approximately 50 site-specific locations. Further funds will be requested in a future allocation for detailed design and construction of these measures. The traffic calming projects that will be developed as a result of this allocation are intended to slow speeding traffic and reduce collisions to improve safety and enhance the quality of life for neighborhood residents.

In 2012, SFMTA received Proposition K funding to conduct an analysis of the program and to develop a revised methodology for selecting and implementing traffic calming projects to improve response and delivery, and to realign the program's focus with the original program intent and city priorities. Proposition K has funded three cycles of this program. In the first application cycle, SFMTA received 44 applications and completed design and construction of traffic calming measures at 17 locations. In the second year, SFMTA received 55 applications, 17 of which were constructed. In the last two years of the program, 102 and 87 applications were received respectively, with approximately 45% of applications accepted and in various stages of design and construction. The SFMTA is requesting Prop K funds to design and construct traffic calming measures at the locations identified through the 2016 planning phase. See separate item of this agenda.

Scope

The following deliverables will result from this allocation request:

- Evaluation of up to 100 applications, including speed surveys at approximately 70 locations.
- Ranked list of eligible projects based on speeds, collisions, schools, etc.
- Project list of up to 50 locations that will be constructed in 2018 with notification letters sent to all applicants (accepted and not accepted into the traffic calming program).
- Community meetings for up to 10 locations.
- Ballots and notification letters sent to residents for up to 50 project sites.
- Conceptual design of up to 50 traffic calming devices, including an estimated 5-10 traffic islands/chicanes and up to 50 speed humps.

Of the total amount:

- \$14,449 will fund outreach and ongoing correspondence with traffic calming applicants.
- \$173,598 will fund project selection and development. This includes evaluation and ranking of submitted applications, of which \$77,250 will cover up to 309 uni-directional speed surveys at 100 locations. It also includes project development for up to 50 traffic calming locations, including recommendation of appropriate device(s) for each selected location, community outreach to finalize device selection, conceptual engineering of the devices, as well as balloting, legislation, and public hearing to approve the devices.
- \$25,478 will fund conceptual design engineering of up to 50 traffic calming devices.

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

Process

A. Program Outreach and Correspondence

1. Program Outreach

This portion of the allocation will fund outreach efforts to disseminate and collect information regarding potential traffic calming projects. SFMTA will update and print applications and a brochure, and update the traffic calming program website as needed. SFMTA staff will also reach out to neighborhood organizations to inform them of the traffic calming application, planning and implementation process and share the announcements with each district supervisor.

The website will include:

- An overview of the residential traffic calming program
- Information about ranking and criteria for inclusion
- Detailed instructions for applying
- Links to resources that residents can pursue independently
- Traffic calming application
- Brochure that neighborhood champions can use as a talking point tool to help describe the benefits of traffic calming to their neighbors

Application materials will be made available in English, Spanish and Chinese.

2. Year-Round Correspondence

This portion of the allocation will allow SFMTA staff to be available to respond to questions throughout the year about the traffic calming process and about whether their neighborhood might be an appropriate candidate for these requests. In addition, if residents submit applications in advance of the annual deadline, SFMTA staff will review the applications for completeness within 30 days of receipt, and request missing information if applicable.

B. Project Selection and Development

3. Evaluation and Ranking

This portion of the allocation will fund the evaluation and ranking of traffic calming applications from the general public. If a member of the public contacts the SFMTA to request traffic calming in their neighborhood and gathers the necessary 20 signatures (or 50 percent of addresses for blocks with fewer than 40 residential units) from their neighbors to submit an application on or before June 30, 2017, SFMTA staff will perform an evaluation to establish whether that location could be considered for traffic calming. The SFMTA will contract with an outside firm to conduct speed surveys for each eligible location (excluding locations that are not local-access residential streets), and staff will review application information for accuracy and will compile additional data needed for the ranking process.

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

Each application requires staff to perform the following tasks:

- Contact the applicant to acknowledge receipt and to ask follow-up questions;
- Conduct a field investigation;
- Review a traffic speed and volume survey;
- Research previous correspondence and history;
- Review collision history;
- Review street designation and layout;
- Investigate whether engineering or other measure can address problem(s);

Once all data is collected, project locations will be ranked based on the following criteria:

- Evidence of speeding
- Presence of a school, playground, senior center, etc.
- Traffic volumes
- Collision history
- Evidence of exhibition driving
- Opportunities for increasing walking and biking

The SFMTA will rank all eligible locations from the year's batch of applications.

4. Planning Recommendations

Once the locations with greatest need for traffic calming are identified, SFMTA staff will begin the process of reviewing locations for the most appropriate engineering solution, beginning with the top ranked locations. Blocks will first be evaluated for whether a speed hump would be appropriate for the location and possible given street geometry. If a speed hump is not an appropriate solution, staff would consider other traffic calming devices such as chicanes, traffic islands, medians, and traffic circles. The budget estimate is based on approximately up to 50 devices constructed per year, of which 65% are speed humps. If the top locations result in a significantly higher or lower proportion of speed humps, or the total number of accepted locations is fewer than expected, the total number of devices would change for that year.

After the list of projects is identified, SFMTA staff will inform applicants of the results. These responses could take one of these forms:

- Accepted – top ranked locations recommended for devices in the current cycle
- Rejected – locations that do not rank for the current cycle. Applicants wishing to be considered in future years must re-apply.

5. Community Outreach for Island/Chicane Locations

For locations where the recommended device would require parking removal or displacement, or is considered a potentially controversial choice for the location, SFMTA staff will offer to meet with interested residents. SFMTA staff would work with the primary applicant to find a meeting location, and would send the meeting announcement to all residents on the affected block.

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

The purpose of these meetings would be for SFMTA staff to present the pros and cons of one or two devices that would be appropriate for the location, and take feedback from neighbors to advise the projects' final design.

For locations requiring this additional community outreach, the implementation cycle may be delayed a month or two compared to locations receiving standard speed humps.

6. Project Development

Project development includes funding for SFMTA staff to finalize community approval for specific traffic calming measures – which typically includes a balloting process and a public hearing. In the balloting process SFMTA staff typically mails letters to all addresses on the block where changes are proposed and asks the neighbors on the block to vote 'yes' or 'no' on the possible location of a traffic calming measure (such as a speed hump). To move forward, at least 50% of those voting have to approve the installation, with at least 20% of the ballots having been returned. Signatures from the application petition will count as "yes" votes unless a "no" vote is received from that household at ballot. In addition to determining if a traffic calming measure will be installed, the votes also influence where a measure is sited. The SFMTA makes every effort to avoid installing measures in front of a property which submitted a 'no' vote, to minimize opposition during or after construction.

C. Design Engineering

7. Design Engineering

SFMTA staff will perform conceptual design of all proposed devices that are approved by residential ballot. This does not include detailed design for complex measures (such as chicanes), striping drawing updates, or work order preparations, which will be included in a future Proposition K allocation request to be submitted in January of 2018.

Schedule

Applications for traffic calming are due June 30, 2017. At that point, SFMTA staff will begin the process of evaluating the applications, with plans to complete rankings by the end of the December 2017, and make planning recommendations by the end of January 2018. Community outreach, project development, and initial design will take place from January through June 2018. Upon completion of planning recommendations, the SFMTA will submit the project list to the SFCTA along with a Proposition K Allocation Request for the design and construction phases.

Completion of the associated construction phase of this project is expected to take place between December 2018 and June 2019.

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

Project Name: Application-Based Residential Street Traffic Calming Program

ENVIRONMENTAL CLEARANCE

Environmental Type: Categorically Exempt

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

June 2017: Applications due
 September-November 2017: Data collection
 January 2018: Notify residents of whether their applications are accepted or not
 February 2018: Ballot residents
 March-May 2018: Possible community meeting for complex measures, public hearings for all measures

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

Project Name: Application-Based Residential Street Traffic Calming Program

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 213,525		\$ 213,525
Total:	\$ -	\$ 213,525	\$ -	\$ 213,525

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 707,349	\$ -	\$ 707,349
Total:	\$ -	\$ 707,349	\$ -	\$ 707,349

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 213,525	\$ 213,525		Estimate based on prior requests.
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ 113,919		\$ -	Estimate based on prior requests.
Construction (CON)	\$ 379,905	\$ -	\$ -	Estimate based on prior requests.
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 707,349	\$ 213,525	\$ -	

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

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 213,525	\$ -	\$ -	\$ -	\$ 213,525

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

Project Name: Application-Based Residential Street Traffic Calming Program

MAJOR LINE ITEM BUDGET

I. BUDGET SUMMARY BY PHASE

	TOTAL SFMTA LABOR	MATERIALS & SURVEY CONTRACT TOTAL	TOTAL PROJECT COSTS	CURRENT REQUEST
A. PROGRAM OUTREACH AND CORRESPONDENCE	\$ 9,814	\$ 4,635	\$ 14,449	\$ 14,449
B. PROJECT SELECTION AND DEVELOPMENT	\$ 96,348	\$ 77,250	\$ 173,598	\$ 173,598
C. CONCEPTUAL DESIGN	\$ 25,478	\$ -	\$ 25,478	\$ 25,478
TOTAL	\$ 131,640	\$ 81,885	\$ 213,525	\$ 213,525

FTE = Full Time Equivalent; MFB = Mandatory Fringe Benefits

A. PROGRAM OUTREACH AND CORRESPONDENCE

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB) x Approved Rate	(Fully Burdened) Salary + MFB + Overhead	Hours	FTE	Cost
Sr. Engineer (5211)	\$ 165,809.75	\$ 85,928.15	\$ 251,737.90	\$ 216,494.59	\$ 468,232.49	4	0.002	\$ 900
Engineer (5241)/Transit Planner IV (5290)	\$ 143,225.22	\$ 76,036.13	\$ 219,261.34	\$ 188,564.76	\$ 407,826.10	12	0.006	\$ 2,353
Assistant Engineer (5203)/ Transit Planner II (5288)	\$ 106,343.80	\$ 60,403.15	\$ 166,746.95	\$ 143,402.38	\$ 310,149.32	44	0.021	\$ 6,561
						60	0.03	
							LABOR SUBTOTAL	\$ 9,814

	Unit Cost	# Units	Total
Outreach Materials	\$ 4,000	1	\$ 4,000
Program Outreach materials	\$ 254	2.5	\$ 634
City Attorney Fee			
OUTREACH MATERIALS SUBTOTAL			\$ 4,634

A. PROGRAM OUTREACH AND CORRESPONDENCE SUBTOTAL \$ 14,448

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

B. PROJECT SELECTION AND DEVELOPMENT									
Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB) x Approved Rate	(Fully Burdened) Salary + MFB + Overhead	Hours	FTE	Cost	
Engineer Principal (5212)	\$ 192,324	\$ 97,542	\$ 289,866	\$ 249,285	\$ 539,151	5	0.002	\$ 1,296	
Sr. Engineer (5211)	\$ 165,810	\$ 85,928	\$ 251,738	\$ 216,495	\$ 468,232	30	0.014	\$ 6,753	
Engineer (5241)/Transit Planner IV (5290)	\$ 143,225	\$ 76,036	\$ 219,261	\$ 188,565	\$ 407,826	150	0.072	\$ 29,411	
Associate Engineer (5207)/Transit Planner III (5289)	\$ 123,688	\$ 67,479	\$ 191,167	\$ 164,404	\$ 355,570	50	0.024	\$ 8,547	
Assistant Engineer (5203)/ Transit Planner II (5288)	\$ 106,344	\$ 60,403	\$ 166,747	\$ 143,402	\$ 310,149	290	0.139	\$ 43,239	
Engineer Assistant (5362)	\$ 79,345	\$ 48,445	\$ 127,790	\$ 109,900	\$ 237,690	0	0.000	\$ -	
Intern (5381)	\$ 59,580	\$ 39,691	\$ 99,271	\$ 85,373	\$ 184,645	80	0.038	\$ 7,102	
						1,500	0.3		
LABOR SUBTOTAL \$									96,348
B. PROJECT SELECTION AND DEVELOPMENT SUBTOTAL \$ 173,598									
C. Conceptual Design									
Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB) x Approved Rate	(Fully Burdened) Salary + MFB + Overhead	Hours	FTE	Cost	
Engineer Principal (5212)	\$ 192,324	\$ 97,542	\$ 289,866	\$ 249,285	\$ 539,151	5	0.002	\$ 1,296	
Sr. Engineer (5211)	\$ 165,810	\$ 85,928	\$ 251,738	\$ 216,495	\$ 468,232	5	0.002	\$ 1,126	
Engineer (5241)/Transit Planner IV (5290)	\$ 143,225	\$ 76,036	\$ 219,261	\$ 188,565	\$ 407,826	16	0.008	\$ 3,137	
Associate Engineer (5207)/Transit Planner III (5289)	\$ 123,688	\$ 67,479	\$ 191,167	\$ 164,404	\$ 355,570	26	0.013	\$ 4,445	
Assistant Engineer (5203)/ Transit Planner II (5288)	\$ 106,344	\$ 60,403	\$ 166,747	\$ 143,402	\$ 310,149	70	0.034	\$ 10,438	
Senior Administrative Analyst (1823)	\$ 107,882	\$ 61,084	\$ 168,966	\$ 145,311	\$ 314,277	0	0.000	\$ -	
Engineer Assistant (5362)	\$ 79,345	\$ 48,445	\$ 127,790	\$ 109,900	\$ 237,690	36	0.017	\$ 4,114	
Intern (5382)	\$ 59,580	\$ 39,691	\$ 99,271	\$ 85,373	\$ 184,645	25	0.012	\$ 2,219	
						183	0.09		
LABOR SUBTOTAL \$									25,478
C. Conceptual Design SUBTOTAL \$ 25,478									

Survey Contract			Unit Cost		# Units		Total	
Speed Surveys	\$	250	\$	309	\$	77,250		
SURVEY CONTRACT SUBTOTAL \$						77,250		
B. PROJECT SELECTION AND DEVELOPMENT SUBTOTAL \$ 173,598								
C. Conceptual Design								
Construction Materials & Contract Work			Unit Cost		# Units		Total	
Construct Approximately 50 Speed Humps <i>(estimated costs include SFMTA materials and DPW Labor and Materials)</i>	\$	3,600	\$	50	\$	180,000		
Construct Approximately 10 Chicanees or Islands <i>(estimated costs include SFMTA materials and DPW Labor and Materials)</i>	\$	11,700	\$	10	\$	117,000		
Speed Surveys	\$	250	\$	50	\$	12,500		
CONSTRUCTION MATERIALS & CONTRACT WORK SUBTOTAL \$						309,500		

Exact number and location to be determined during planning phase

Exact number and location to be determined during planning phase for "after" evaluation

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/17/2017 Res. No: 2017-xxx Res. Date: 6/27/2017

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

	Action	Amount	Phase
Funding Recommended:	Prop K Allocation	\$ 213,525	Planning/Conceptual Engineering (PLAN)
	Total:	\$ 213,525	

Total Prop K Funds: \$ 213,525 Total Prop AA Funds: \$ -

Fund Expiration Date: 12/31/2018 Eligible expenses must be incurred prior to this date.

Deliverables:

1. Quarterly progress reports (QPRs) shall describe outreach, evaluation, prioritization, and project development activities (i.e. community meetings, balloting) performed in the prior quarter in addition to the standard requirements for QPRs (see Standard Grant Agreement for details).
2. With the first QPR due October 15, 2017, following the June 2017 deadline for submitting traffic calming requests, submit the full list of applications received.
3. With QPR due January 15, 2018, submit the ranked list of applications, and identify the top locations that will be considered for implementation.
4. With QPR due April 15, 2018, submit the updated ranked list of applications describing balloting results and community outreach performed and identifying any changes to the overall ranking as a result of those processes; and final list of locations, treatments, and associated cost by location.
5. Upon completion, please provide an updated scope/schedule/budget. This deliverable can be met with submission of an allocation request for the design and/or construction phases.

Special Conditions:

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

Notes:

1. Reminder: Prop K attribution is required on any public materials developed for the subject project. See Standard Grant Agreement for details.

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/17/2017 **Res. No.:** 2017-xxx **Res. Date:** 6/27/2017

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

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

SFCTA Project P&PD
Reviewer: _____

SGA PROJECT NUMBER

Sponsor: San Francisco Municipal Transportation Agency - DPT

SGA Project Number: 138-xxxx **Name:** Local Track Application-Based Traffic Calming

Phase: Planning/Conceptual Engineering (PLAN) **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$213,525				\$213,525

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 213,525

Current Prop AA Request: \$ -

Project Name: Application-Based Residential Street Traffic Calming Program

Grant Recipient: San Francisco Municipal Transportation Agency - DPT

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

Initials of sponsor staff member verifying the above statement
CH (Casey Hildreth)

CONTACT INFORMATION

Project Manager

Name: Casey Hildreth

Title: Transportation Planner, Livable Streets

Phone: 415-701-4817

Email: casey.hildreth@sfmta.com

Grants Section Contact

Joel C. Goldberg

Manager Capital Grants and Procurement

415-646-2520

joel.goldberg@sfmta.com

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

FY of Allocation Action: 2017/18

Project Name: Tree Planting and Establishment

Grant Recipient: Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP category: Tree Planting and Maintenance: (EP-42)

Prop K EP Line Number (Primary): 42

Current Prop K Request: \$ 1,141,166

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisory District(s): Citywide

REQUEST

Brief Project Description (type below)

With the passage of Proposition E in November of 2016, Public Works has guaranteed funding to care for all street trees in the public right-of-way. As a result, Public Works will use all Prop K Tree Planting and Maintenance funds programmed in FY17/18 to plant and establish trees, which Prop E explicitly does not fund. Public Works will plant and water 762 trees, focusing on existing empty basins, with these funds.

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

San Francisco Public Works, in partnership with the San Francisco Planning Department, recently completed a comprehensive street tree census. This census identified all street trees in the public right-of-way as well as existing empty basins, and potential new planting sites. Public Works will use this data to identify priority planting sites throughout San Francisco, focusing on districts with the greatest number of existing empty tree wells, and the lowest canopy coverage. See attached maps showing potential planting sites in Bayview Hunters Point, the Excelsior and Portola neighborhoods. With these funds, Public Works will plant approximately 762 24" box trees and water them for three years to ensure successful establishment. This is an increase of 100% over FY 16/17. Once established, these trees will be maintained with Prop E funding.

Data shows that the current number of trees sequesters over 19 million pounds of carbon dioxide and filters more than 100 million gallons of stormwater every year. Replacing trees in empty tree basins will add to this public good, as well as improve walkability of streets, calm traffic, and raise property values. Residents can request tree planting by calling 311.

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

Project Location (type below)

Various locations citywide

Project Phase (select dropdown below)

Construction (CON)

Map or Drawings Attached? No

Other Items Attached? No

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 559,171 Prop AA
Strategic Plan
Amount: _____

Please describe and justify the necessary amendment:

This request includes an amendment to the Tree Planting & Maintenance 5YPP to reprogram \$581,995 from Tree Maintenance to Tree Planting. With the passage of Prop E in November 2016, SFPW will receive \$19 million in FY17/18 for Tree Maintenance, which is new and sufficient funding to maintain the street trees in the public right-of-way. See attached 5YPP amendment for details.

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

Project Name: Tree Planting and Establishment

ENVIRONMENTAL CLEARANCE

Environmental Type: N/A

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

Public Works will work with partners like Friends of the Urban Forest to complete this work by planting trees, participating in community meetings, and coordinating with District Supervisor offices to notify residents of upcoming tree planting projects.

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

Project Name: Tree Planting and Establishment

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ 581,995	\$ 559,171	\$ -	\$ 1,141,166
Total:	\$ 581,995	\$ 559,171	\$ -	\$ 1,141,166

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

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

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ -	\$ -		
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ 1,141,166	\$ 1,141,166	\$ -	available funds
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 1,141,166	\$ 1,141,166	\$ -	

% Complete of Design: N/A as of N/A
 Expected Useful Life: N/A Years

PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST (Instructions as noted below)

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 1,141,166	\$ -	\$ -	\$ -	\$ 1,141,166

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

Project Name: Tree Planting and Establishment

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)				
Service	Number of Trees	Unit Cost per Tree	Total Cost	Description
DPW Labor - Tree Planting	762	\$ 368	\$ 280,000	Replacement plantings
DPW Labor - Tree Establishment	762	\$ 890	\$ 678,000	Establish trees
Tree Planting materials and supplies	762	\$ 240	\$ 183,147	Tree, stakes, and ties
TOTAL CONSTRUCTION PHASE			\$ 1,141,147	

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

TRANSPORTATION AUTHORITY RECOMMENDATION
This section is to be completed by Transportation Authority Staff.

Last Updated: 5/2/2017 Res. No: 2017-xxx Res. Date: 6/27/2017

Project Name: Tree Planting and Establishment

Grant Recipient: Department of Public Works

Funding Recommended:	Action	Amount	Phase
		Prop K Allocation	\$ 1,141,166
	Total:	\$ 1,141,166	

Total Prop K Funds: \$ 1,141,166 Total Prop AA Funds: \$ -

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

Fund Expiration Date: 6/30/2018 Eligible expenses must be incurred prior to this date.

Intended Future Action	Action	Amount	Fiscal Year	Phase
	Trigger:			

Deliverables:

- Quarterly progress reports shall include the number and location of trees planted and established during the preceding quarter.

Special Conditions:

- This request includes an amendment to the Tree Planting & Maintenance category to reprogram \$581,995 from Tree Maintenance to Tree Planting. With the passage of Prop E in November 2016, SFPW will receive \$19 million in FY17/18 for Tree Maintenance, which is new and sufficient funding to maintain the street trees in the public right-of-way. See attached 5YPP amendment for details.
- Prop K funds allocated to this project are only eligible for expenses incurred in the fiscal year for which the allocation was made (ending 06.30.18). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated by mid-August 2018), all remaining unclaimed amounts will be deobligated and made available for future allocations.

Notes:

- For this project SFPW may submit evidence of proportional billing upon completion of the project.

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

TRANSPORTATION AUTHORITY RECOMMENDATION
This section is to be completed by Transportation Authority Staff.

Last Updated: 5/2/2017 **Res. No:** 2017-xxx **Res. Date:** 6/27/2017

Project Name: Tree Planting and Establishment

Grant Recipient: Department of Public Works

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

SFCTA Project P&PD
Reviewer: _____

SGA PROJECT NUMBER

Sponsor: Department of Public Works
SGA Project Number: 142-xxxxxx **Name:** Tree Planting and Establishment
Phase: Construction (CON) **Fund Share:** 100.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$ 1,141,166				\$1,141,166

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

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 1,141,166

Current Prop AA Request: \$ -

Project Name: Tree Planting and Establishment

Grant Recipient: Department of Public Works

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

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

CONTACT INFORMATION

Project Manager

Grants Section Contact

Name: Carla Short

Rachel Alonso

Title: Superintendent

Transportation Finance Analyst

Phone: 415.695.2097

415.554.4139

Email: carla.short@sfdpw.org

rachel.alonso@sfdpw.org

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

Tree Planting and Maintenance (EP 42)

Programming and Allocations to Date

Approved June 27, 2017

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
DPW	Tree Planting	CON	Allocated	\$490,000					\$490,000
DPW	Tree Planting	CON	Deobligated	(\$94)					(\$94)
DPW	Tree Maintenance	CON	Allocated	\$510,000					\$510,000
DPW	Tree Maintenance	CON	Deobligated	(\$9,346)					(\$9,346)
DPW	Tree Planting	CON	Allocated		\$512,050				\$512,050
DPW	Tree Planting	CON	Deobligated		(\$96)				(\$96)
DPW	Tree Maintenance	CON	Allocated		\$532,950				\$532,950
DPW	Tree Maintenance	CON	Deobligated		(\$307)				(\$307)
DPW	Tree Planting	CON	Allocated			\$535,092			\$535,092
DPW	Tree Maintenance	CON	Allocated			\$556,933			\$556,933
DPW	Tree Planting and Establishment ¹	CON	Pending				\$1,141,166		\$1,141,166
DPW	Tree Maintenance ¹	CON	Programmed				\$0		\$0
DPW	Tree Planting	CON	Programmed					\$584,334	\$584,334
DPW	Tree Maintenance	CON	Programmed					\$608,185	\$608,185
Total Programmed in 5YPP				\$990,560	\$1,044,598	\$1,092,025	\$1,141,166	\$1,192,519	\$5,460,868
Total Allocated and Pending in 5YPP				\$1,000,000	\$1,045,000	\$1,092,025	\$1,141,166	\$0	\$4,278,191
Total Deobligated in 5YPP				(\$9,440)	(\$402)	\$0	\$0	\$0	(\$9,842)
Total Unallocated in 5YPP				(\$0)	(\$0)	\$0	\$0	\$1,192,519	\$1,192,519
Total Programmed in 2014 Strategic Plan				\$1,000,000	\$1,045,000	\$1,092,025	\$1,141,166	\$1,192,519	\$5,470,710
Deobligated from Prior 5YPP Cycles **				\$7,009					\$7,009
Cumulative Remaining Programming Capacity				\$16,449	\$16,851	\$16,851	\$16,851	\$16,851	\$16,851

* See 2014 Strategic Plan Baseline Appendix G for total available funds, current programming, and finance costs for each Expenditure Plan line item.

** Deobligated from prior 5YPP cycles" includes deobligations from allocations approved prior to the current 5YPP period.

Programmed
Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

FOOTNOTES:

¹ 5YPP Amendment to Tree Planting and Establishment project (Resolution 17-xx, Project 142-xxxxxx)

Reprogram \$581,995 from Tree Maintenance to Tree Planting.

Empty planting sites, 0 sidewalk gardens

Export Search Results



Forest Map

12 empty planting sites, 10 sidewalk gardens

[Export Search Results](#)





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

FY of Allocation Action: 2017/18

Project Name: NTIP Program Support

Grant Recipient: San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

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

Prop K EP Line Number (Primary): 44

Current Prop K Request: \$ 75,000

Prop K Other EP Line Numbers: _____

Prop AA Category: _____

Current Prop AA Request: \$ -

Supervisory District(s): Citywide

REQUEST

Brief Project Description (type below)

Ongoing support for the Neighborhood Transportation Improvement Program (NTIP), including working with commissioners and key stakeholders to identify, develop, and support delivery of NTIP planning and capital projects.

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

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

The San Francisco Transportation Plan's needs assessment identified significant unmet demand for pedestrian and bicycle circulation projects and transit reliability initiatives, and concluded that meeting these transportation needs is an important way to improve mobility in neighborhoods and to address socioeconomic and geographic disparities in San Francisco. As a result of this finding and in response to public and Board input, in 2014 the Transportation Authority developed the Neighborhood Transportation Improvement Program (NTIP). The NTIP has two components: a planning component to fund community-based planning efforts in each Supervisorial district; and a capital component to provide local matching funds for two neighborhood-scale projects in each district.

The requested Prop K funds will enable Transportation Authority staff to work with the San Francisco Municipal Transportation Agency (SFMTA) and other partner agencies to support commissioners' efforts to identify potential NTIP planning and capital projects and to develop proposed scope, schedule, and budget information to support allocation of NTIP grants. It also includes ongoing support of the NTIP program including regular communications with the district supervisors' offices regarding progress on NTIP grants.

There is a total of \$100,000 budgeted for each district supervisor for NTIP planning grants over the five-year prioritization program period (Fiscal Year 2014/15 through 2018/19). There is \$600,000 intended to serve as local match for one small and one medium-sized neighborhood-scale NTIP capital project. Allocations to date include NTIP planning grants in 9 districts and NTIP capital grants across 7 districts. See the attached list of projects funded to-date for more details.

See the attached NTIP Planning Grant Guidelines for additional detail on NTIP Planning Grants and the predevelopment and program support work that staff will provide.

Project Location (type below)

Citywide

Project Phase (select dropdown below)

Planning/Conceptual Engineering (PLAN)

Map or Drawings Attached? No

Other Items Attached? Yes

5YPP/STRATEGIC PLAN INFORMATION

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

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

Prop K 5YPP Amount: \$ 100,000 Prop AA Strategic Plan Amount: _____

Neighborhood Transportation Improvement Program
Planning and Capital Projects (as of May 9, 2017)

NTIP Planning Projects

District	Project Name	Agency Lead	Amount of NTIP Planning funds	Year of Allocation	Status
1	District 1 NTIP Planning	SFMTA	\$100,000	14/15	Final Report pending Board approval on May 23, 2017
2	Managing Access to the "Crooked Street" (1000 Block of Lombard Street)	SFCTA	\$100,000	14/15	Approved
3	Kearny Street Multimodal Improvements Study	SFMTA	\$100,000	15/16	Underway
4	66-Quintara Reconfiguration Study	SFMTA	\$100,000	16/17	Underway
5	Western Addition Community-Based Transportation Plan	SFMTA	\$100,000	14/15	Approved
6	Pedestrian Safety in SOMA Youth and Family Zone - Folsom-Howard Streetscape Project	SFMTA	\$48,000	15/16	Underway
6	Pedestrian Safety in SOMA Youth and Family Zone - Vision Zero Ramp Intersection Study	SFCTA	\$52,000	15/16	Underway
7	Balboa Area Transportation Demand Management Study	Planning	\$100,000	15/16	Final Report pending Board approval on June 27, 2017 (anticipated)
9	Alemany Interchange Improvement Study	SFCTA	\$100,000	14/15	Approved
11	Geneva-San Jose Intersection Study	SFMTA	\$100,000	15/16	Underway

\$900,000

TOTAL ALLOCATED - PLANNING

NTIP Capital Projects

District	Project Name	Agency Lead	Amount of NTIP Capital funds	Year of Allocation	Status
1	Arguello Blvd Near-Term Improvements	SFMTA	\$199,451	15/16	Complete
2	Lombard Street Corridor	SFMTA	\$400,000	15/16	Underway
2	Lombard Crooked Street Reservation and Pricing System Development	SFCTA	\$200,000	16/17	Allocation pending Board approval on May 23, 2017
4	Sloat/Skyline Intersection Alternatives Analysis	SFMTA	\$250,000	16/17	Allocation pending Board approval on May 23, 2017
6	Golden Gate Avenue Buffered Bike Lane	SFMTA	\$50,000	15/16	Underway
6	Mid-Block Crossing @ Sherman (Bessie Carmichael)	SFMTA	\$28,000	15/16	Underway
6	South Park Traffic Calming	SFMTA	\$30,000	16/17	Underway
8	Elk Street at Sussex Street Pedestrian Safety Improvements	SFMTA	\$80,000	16/17	Underway

Neighborhood Transportation Improvement Program
Planning and Capital Projects (as of May 9, 2017)

District	Project Name	Agency Lead	Amount of NTIP Capital funds	Year of Allocation	Status
9	Alemanya Interchange Improvement Phase 1	SFMTA	\$276,603	16/17	Underway
9	Bayshore Blvd/Cesar Chavez Sv/Potrero Ave Intersection (The Hairball Segments F&G)	SFPW	\$40,000	16/17	Underway
10	Bayshore Blvd/Cesar Chavez Sv/Potrero Ave Intersection (The Hairball Segments F&G)	SFPW	\$40,000	16/17	Underway
10	Bayshore Blvd/Cesar Chavez Sv/Potrero Ave Intersection Improvements	SFMTA	\$100,000	14/15	Completed
10	Potrero Hill Pedestrian Safety and Transit Stop Improvements	SFMTA	\$60,000	14/15	Underway

\$1,754,054

TOTAL ALLOCATED - CAPITAL

NTIP Capital Projects - Intent to Allocate

District	Project Name	Agency Lead	Amount of NTIP Capital funds	Year of Allocation	Status
1	Arguello Blvd Improvements	SFMTA	\$78,696	TBD	N/A
8	Elk Street at Sussex Street Pedestrian Safety Improvements	SFMTA	\$325,000	TBD	N/A
9	Bayshore Blvd/Cesar Chavez Sv/Potrero Ave Intersection (The Hairball Segments F&G)	SFPW	\$160,000	TBD	N/A
10	Bayshore Blvd/Cesar Chavez Sv/Potrero Ave Intersection (The Hairball Segments F&G)	SFPW	\$160,000	TBD	N/A

TOTAL INTENT TO ALLOCATE - CAPITAL \$723,696

TOTAL - NTIP PROGRAM ALLOCATED \$2,654,054

TOTAL - NTIP PROGRAM AVAILABLE \$7,700,000

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

Project Name: NTIP Program Support

ENVIRONMENTAL CLEARANCE

Environmental Type: N/A

PROJECT DELIVERY MILESTONES

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

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

SCHEDULE DETAILS

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

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

Project Name: NTIP Program Support

FUNDING PLAN - FOR CURRENT REQUEST

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -	\$ 75,000	\$ -	\$ 75,000
Prop AA	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ 75,000	\$ -	\$ 75,000

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K	\$ -		\$ -	\$ -
Prop AA	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ -	\$ -	\$ -

COST SUMMARY

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

Phase	Total Cost	Prop K - Current Request	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$ 75,000	\$ 75,000		Based on previous work.
Environmental Studies (PA&ED)	\$ -	\$ -		
Right-of-Way	\$ -	\$ -		
Design Engineering (PS&E)	\$ -	\$ -	\$ -	
Construction (CON)	\$ -	\$ -	\$ -	
Operations (Paratransit)	\$ -	\$ -		
Total:	\$ 75,000	\$ 75,000	\$ -	

% Complete of Design: n/a as of n/a
Expected Useful Life: n/a Years

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

E7-149

PROPOSED REIMBURSEMENT SCHEDULE FOR CURRENT REQUEST (Instructions as noted below)

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

Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
Prop AA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Project Name: NTIP Program Support

MAJOR LINE ITEM BUDGET

SAMPLE PROJECT BUDGET - PLANNING

BUDGET SUMMARY

Agency	Program Support and Administration	Total
SFCTA	\$ 75,000	\$ 75,000
Consultant	\$ -	\$ -
Total	\$ 75,000	\$ 75,000

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	160	\$ 88.00	2.5	\$ 219.00	0.077	\$ 35,040
Senior Transp. Planner	200	\$ 58.00	2.5	\$ 144.00	0.096	\$ 28,800
Transportation Planner	50	\$ 50.00	2.5	\$ 124.00	0.024	\$ 6,200
Intern	77	\$ 26.00	2.5	\$ 65.00	0.037	\$ 5,005
Total	487				0.20	\$ 75,045

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

TRANSPORTATION AUTHORITY RECOMMENDATION

This section is to be completed by Transportation Authority Staff.

Last Updated: 5/1/2017 Res. No: _____ Res. Date: _____

Project Name: NTIP Program Support

Grant Recipient: San Francisco County Transportation Authority

	Action	Amount	Phase
Funding Recommended:	Prop K Appropriation	\$ 75,000	Planning/Conceptual Engineering (PLAN)
	Total:	\$ 75,000	

Total Prop K Funds: \$ 75,000 Total Prop AA Funds: \$ -

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

Fund Expiration Date: 12/31/2018 Eligible expenses must be incurred prior to this date.

	Action	Amount	Fiscal Year	Phase
Intended Future Action				
	Trigger:			

Deliverables:

1. Quarterly progress reports shall report on work performed for each District Supervisor as well as general NTIP program support.
2. _____
3. _____
4. _____

Special Conditions:

1. _____
2. _____
3. _____

Notes:

1. _____
2. _____

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

TRANSPORTATION AUTHORITY RECOMMENDATION
This section is to be completed by Transportation Authority Staff.

Last Updated: 5/1/2017 Res. No: _____ Res. Date: _____

Project Name: NTIP Program Support

Grant Recipient: San Francisco County Transportation Authority

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

SFCTA Project

Reviewer: P&PD

SGA PROJECT NUMBER

Sponsor: San Francisco County Transportation Authority

SGA Project Number: 144-901xxx Name: NTIP Program Support

Phase: Planning/Conceptual Engineering (PLAN) Fund Share: 100.00%

Cash Flow Distribution Schedule by Fiscal Year						
Fund Source	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21+	Total
Prop K		\$75,000				\$75,000

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

E7-153

FY of Allocation Action: 2017/18

Current Prop K Request: \$ 75,000

Current Prop AA Request: \$ -

Project Name: NTIP Program Support

Grant Recipient: San Francisco County Transportation Authority

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

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

CONTACT INFORMATION

Project Manager

Grants Section Contact

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Mike Pickford

Title: Deputy Director

Transportation Planner

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Neighborhood Transportation Improvement Program Planning Guidelines



The Neighborhood Transportation Improvement Program (NTIP) is made possible by the San Francisco County Transportation Authority through grants of Proposition K (Prop K) local transportation sales tax funds. Prop K is the local sales tax for transportation approved by San Francisco voters in November 2003.



Cover photo of pedestrians and cyclists courtesy Lynn Friedman, Flickr Creative Commons;
photo of parklet courtesy SPUR/Noah Christman, Flickr Creative Commons.



Contents

Overview	2
Why create a Neighborhood Transportation Improvement Program (NTIP)?	
What do we want to achieve with the NTIP?	
What type of work does the NTIP fund?	
How much funding is available?	
Eligibility	2
What types of planning efforts can be funded?	
Who can lead an NTIP planning effort?	
How will proposals be screened for eligibility?	
What specific activities and expenses are eligible for reimbursement?	
Project Initiation and Scoping	3
Where do NTIP planning ideas come from?	
How does an idea develop into an NTIP planning grant?	
What are the grant award terms?	5
Are there timely use of funds deadlines?	
What are the monitoring, reporting, and attribution requirements?	
How do I get more information	5
Grant process flow-chart	6



SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

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Overview

WHY CREATE A NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM (NTIP)?

The Transportation Authority's NTIP was developed in response to mobility and equity analysis findings from the San Francisco Transportation Plan (SFTP) and to public and the Transportation Authority Board's desire for more focus on neighborhoods, especially on Communities of Concern¹ and other underserved neighborhoods. The SFTP, which is the city's 30-year blueprint guiding transportation investment in San Francisco, found that walking, biking and transit reliability initiatives are important ways to address socio-economic and geographic disparities. The NTIP is intended to respond to these findings.

WHAT DO WE WANT TO ACHIEVE WITH THE NTIP?

The purpose of the NTIP is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects. The latter can be accomplished through strengthening project pipelines or helping move individual projects more quickly toward implementation, especially in Communities of Concern and other neighborhoods with high unmet needs.

WHAT TYPE OF WORK DOES THE NTIP FUND?

NTIP planning funds can be used for community-based planning efforts in San Francisco neighborhoods, especially in Communities of Concern or other underserved neighborhoods and areas with vulnerable populations (e.g. seniors, children, and/or people with disabilities). Specifically, NTIP planning funds can be used to support neighborhood-scale efforts that identify a community's top transportation needs, identify and evaluate potential solutions, and recommend next steps for meeting the identified needs. NTIP planning funds can also be used to complete additional planning/conceptual engineering for existing planning projects that community stakeholders regard as high-priority. All NTIP planning efforts must be designed to address one or more of the following SFTP priorities:

- Improve pedestrian and/or bicycle safety
- Encourage walking and/or biking;
- Improve transit accessibility
- Improve mobility for Communities of Concern or other underserved neighborhoods and vulnerable populations (e.g., seniors, children, and/or people with disabilities).

Ultimately, NTIP planning efforts should lead toward prioritization of community-supported, neighborhood-scale

1 Communities of Concern in San Francisco as defined by the Metropolitan Transportation Commission include Downtown/Chinatown/North Beach/Treasure Island, Tenderloin/Civic Center, South of Market, Western Addition/Haight/Fillmore, Inner Mission/Potrero Hill, Bayview/Hunters Point/Bayshore, Outer Mission/Crocker-Amazon/Ocean View. Local San Francisco agencies plan to revisit and potentially adjust these designations in the coming year.

capital improvements that can be funded by the Transportation Authority's Prop K sales tax for transportation and/or other sources.

HOW MUCH FUNDING IS AVAILABLE?

The NTIP Planning program provides \$100,000 in Prop K funding for each supervisorial district to use in the next five years (Fiscal Years 2014/15–2018/19). The \$100,000 can be used for one planning effort or multiple smaller efforts. No local match is required for planning grants, though it is encouraged.

The Transportation Authority has also programmed just over \$9.6 million in Prop K matching funds for implementation of NTIP planning grant recommendations during the next five years. During this first cycle of the NTIP, the capital match funds can also be used to fund other community-supported, neighborhood-scale projects that already have been identified and are being prepared for delivery in the next five years.

Eligibility

WHAT TYPES OF PLANNING EFFORTS CAN BE FUNDED?

Examples of eligible planning efforts include:

- District-wide needs and prioritization processes (e.g. the Sunset District Blueprint).
- Project-level plans or conceptual designs for smaller efforts (e.g. advancing conceptual design of a high priority project identified in a prior community planning effort, community mini-grants, safety project concepts development, and transportation demand management planning including neighborhood parking management studies).
- Identifying and advancing design of low-cost enhancements (e.g. new crosswalks, trees, sidewalk bulbouts) to a follow-the-paving project.
- Traditional neighborhood transportation plan development (e.g. Tenderloin-Little Saigon Neighborhood Transportation Plan, Mission District Streetscape Plan).
- Corridor plans (e.g. Leland Avenue Street Design Project, McLaren Park Needs Assessment/Mansell Corridor Improvements, and Columbus Avenue Neighborhood Transportation Study).

The expectation is that NTIP funds will be leveraged like other Prop K funds. This leveraging would be necessary to fully fund some of the larger scale and more intensive efforts listed above. (A traditional neighborhood transportation plan might run \$300,000; a corridor plan could be much more expensive, depending on the scope). Without leveraging, a \$100,000 NTIP planning grant could fund the smaller-scale planning efforts noted in the first three bullet points.

All NTIP planning efforts must include a collaborative planning process with community stakeholders such as resi-

dents, business proprietors, transit agencies, human service agencies, neighborhood associations, non-profit or other community-based organizations and faith-based organizations. The purpose of this collaboration is to solicit comments from these stakeholders, review preliminary findings or designs with them, and to utilize their perspective in identifying potential strategies and solutions for addressing transportation needs.

WHO CAN LEAD AN NTIP PLANNING EFFORT?

NTIP planning efforts can be led by Prop K project sponsors, other public agencies, and/or community-based organizations. The grant recipient, however, must be one of the following Prop K-eligible sponsors: the Department of Public Works (SFPD), the Planning Department, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco County Transportation Authority (Transportation Authority), the Bay Area Rapid Transit District (BART), or the Peninsula Corridor Joint Powers Board (Caltrain). If a non-Prop K sponsor is leading the NTIP planning project, it will need to partner with a Prop K sponsor or request that a Prop K sponsor act as a fiscal sponsor.

HOW WILL PROPOSALS BE SCREENED FOR ELIGIBILITY?

In order to be eligible for an NTIP Planning grant, a planning effort must satisfy all of the following screening criteria:

- Project sponsor is one of the following Prop K project sponsors: SFPD, the Planning Department, the Transportation Authority, BART or Caltrain—or is partnering with a Prop K-eligible sponsor (either as a partner or a fiscal sponsor).
- Project is eligible for funding from Prop K.
- Project is seeking funds for planning/conceptual engineering phase. A modest amount of the overall grant may be applied toward environmental clearance (typically for categorical exemption types of approvals), but this may not represent a significant portion of proposed expenditures.
- Cumulative NTIP requests for a given supervisorial district do not exceed the maximum amount programmed for each supervisorial district (i.e., \$100,000).
- Project will address at least one of the SFTP priorities: improve pedestrian and/or bicycle safety, encourage walking and/or biking, improve transit accessibility, and/or improve mobility for Communities of Concern or other underserved neighborhoods and at-risk populations (e.g., seniors, children, and/or people with disabilities).
- Project is neighborhood-oriented and the scale is at the level of a neighborhood or corridor. The project may be district-oriented for efforts such as district-wide prioritization efforts, provided that the scope is compatible with the proposed funding.
- Planning project is proposed to be completed in two years.

WHAT SPECIFIC ACTIVITIES AND EXPENSES ARE ELIGIBLE FOR REIMBURSEMENT?

Direct costs must be used only for planning-related activities. Eligible costs include: community surveys, data gathering and analysis, community meetings, charrettes, focus groups, planning and technical consultants, outreach assistance provided by community-based organizations, developing prioritized action plans, conceptual or 30% design drawings, cost estimates, and bilingual services for interpreting and/or translation services for meetings. Further details on eligible expenses are included in the Prop K Standard Grant Agreement that is executed by the Transportation Authority and the Prop K grant recipient.

Project Initiation and Scoping

WHERE DO NTIP PLANNING IDEAS COME FROM?

The NTIP sets aside Prop K funds for each district supervisor to direct funds to one or more community-based, neighborhood-scale planning efforts in the next five years. Ultimately, the district supervisor (acting in his/her capacity as a Transportation Authority Board commissioner) will recommend which project(s) will be funded with an NTIP planning grant. All projects must be consistent with the adopted guidelines.

Anyone can come up with an NTIP planning grant idea, including, but not limited to, a District Supervisor, agency staff, a community-based organization, or a community member. There is no pre-determined schedule or call for projects for the NTIP planning grants. Rather, each Transportation Authority Board member will contact the Transportation Authority's NTIP Coordinator when s/he is interested in exploring NTIP proposals. Board members may already have an idea in mind, seek help from agency staff in generating ideas, or solicit input from constituents and other stakeholders. See Section B below for how these ideas are vetted and turned into NTIP planning grants.

HOW DOES AN IDEA DEVELOP INTO AN NTIP PLANNING GRANT?

INITIATING A REQUEST: The District Supervisor initiates the process by contacting the Transportation Authority's or SFMTA's NTIP Coordinator with a planning proposal, a request to help identify potential planning project ideas, or to help with a formal or informal call for projects for his or her respective district.

The Transportation Authority and the SFMTA have designated NTIP Coordinators who will work collaboratively to implement the NTIP Planning grant program. The NTIP Coordinators will work with the District Supervisor and any relevant stakeholders throughout the NTIP planning proposal identification and initial scoping process. They will be responsible for seeking input from appropriate staff within their agencies, as well as from other agencies depending on the particular topic.

VETTING IDEAS AND SCOPING: Once contacted by a District Supervisor, the SFCTA and SFMTA NTIP Coordinators will establish a dialogue with the relevant District Supervisor and agency staff to develop an understanding of the particular neighborhood's needs and concerns that could be addressed through a planning effort, to evaluate an idea's potential for addressing identified issues, and to explore whether complementary planning or capital efforts are underway, in the pipeline, or have already occurred.

This step in the process is necessarily iterative and collaborative in nature. It involves working with the District Supervisor to identify an eligible NTIP planning proposal and reaching agreement on the purpose and need, what organization will lead/support the effort, developing a summary scope, identifying desired outcomes and/or deliverables, and preparing an initial cost estimate and funding plan.

NTIP planning grant funds are modest, but a great deal can be accomplished depending on how the planning effort is scoped and how it leverages other resources (e.g., existing plans, staff, other fund sources, concurrent planning and design efforts, etc.). The checklist shown in Table 1 reflects elements that are typically necessary to support a strong NTIP planning proposal.

As the project scope begins to solidify, another key aspect to address is determining the lead agency and identifying the roles of other agencies and stakeholders that need to be involved. The SFCTA and SFMTA NTIP Coordinators will assist with this effort, which requires consideration of multiple factors such as how well the NTIP planning proposal matches an agency's mission and goals, and current priorities; staff resource availability during the proposal timeframe; and availability of consultant resources to address staff resource constraints. The Transportation Authority is willing to provide access to its on-call consultants to assist

with NTIP planning efforts if that is found to be a viable approach to a particular planning proposal.

Agreeing upon the lead agency and the timing of the planning effort are important outcomes of the scoping phase. Based on prior experience and feedback from project sponsors, it is clear that implementation agency participation in the project initiation and scoping process and involvement in some form in the planning effort (from leading the effort to strategically providing input and reviewing key deliverables) helps ensure that the recommendations stemming from the study will be prioritized sooner rather than later in that agencies' work program.

DEVELOPING A PROJECT CHARTER: Once an idea for an NTIP planning proposal has become more refined, the NTIP Coordinators will assist the lead agency with development of a project charter. The intent of the charter is document agreements reached regarding the project's purpose, scope, schedule, budget, funding plan, and the responsibilities of all participants. It may also include references to other relevant information such as agreements to exclude certain items from the scope, target milestones that need to be met to allow coordination with another project, or key risk factors that may be beyond the parties' control.

Sponsors may use their own project charter template or the NTIP Project Charter template, as long as they have substantially the same information.

Concurrent with development of the project charter, the lead agency (or the grant recipient if it is a different entity) should prepare a Prop K allocation request (See next section).

REQUESTING ALLOCATION OF FUNDS: The designated grant recipient needs to complete a Prop K allocation request form that details the agreed-upon scope, schedule, cost and funding plan for the project. The draft or final project charter may also be included as an attachment for reference. Transportation Authority staff will review the allocation request to ensure completeness. Once it is finalized there will be two potential options for approval. One option is taking the request for approval through the next monthly Transportation Authority Board cycle. This involves review and action by the Citizens Advisory Committee, Plans and Programs Committee, and Transportation Authority Board for approval. The second option is seeking allocation of funds through the Transportation Authority's Executive Director, pending Transportation Authority Board approval of a proposed pilot Prop K Delegated Allocation Authority Policy this fall.

What are the grant award terms?

All NTIP planning projects must adhere to the Prop K Strategic Plan policies and the requirements set forth in the Prop K Standard Grant Agreement. (see a sample SGA²). The sections below highlight answers to a few commonly asked questions.

Table 1.

Checklist for Developing a Strong NTIP Planning Grant Proposal

Does your planning proposal have...?

- ✓ Clear purpose/need statement and goals
- ✓ Clear list of deliverables/outcomes
- ✓ Well-defined scope, schedule, and budget
- ✓ Clear and diverse community support
- ✓ Coordination with other relevant planning efforts
- ✓ Inclusive community engagement strategy
- ✓ Community of Concern or underserved community focus
- ✓ Appropriate funding/leveraging commensurate with proposed scope
- ✓ Implementation model (lead agency; agency and community roles defined)

2 www.sfcta.org/sites/default/files/content/Programming/SGA_Sample.pdf

ARE THERE TIMELY USE OF FUNDS DEADLINES?

Planning efforts must be completed within two years of the grant award. If a grant recipient does not demonstrate adequate performance and timely use of funds, the Transportation Authority may, after consulting with the project sponsor and relevant District Supervisor, take appropriate actions, which can include termination or redirection of the grant.

WHAT ARE THE MONITORING, REPORTING, AND ATTRIBUTION REQUIREMENTS?

NTIP planning grants will be subject to the same monitoring, reporting and attribution requirements as for other Prop K grants. Requirements are set forth in the Prop K

Standard Grant Agreement and include items such as including appropriate attribution on outreach fliers and reports, preparing quarterly progress reports, and submitting a closeout report upon project completion.

Upon completion of each planning project, project sponsors will report to the Transportation Authority Board on key findings, recommendations, and next steps, including implementation and funding strategy. The Board will accept or approve the final report for the NTIP planning grant.

How do I get more information?

Call the Transportation Authority's project hotline at 415-593-1655 or visit the website at www.sfcta.org/propk.

Grant process flow-chart

