



AGENDA

PLANS AND PROGRAMS COMMITTEE Meeting Notice

Date: Tuesday, January 12, 2016; 10:00 a.m.
Location: Committee Room 263, City Hall
Commissioners: Tang (Chair), Yee (Vice Chair), Breed, Farrell, Peskin and Wiener (Ex Officio)

Clerk: Steve Stamos

Page

1. **Roll Call**
 2. **Citizens Advisory Committee Report – INFORMATION**
 3. **Approve the Minutes of the December 8, 2015 Meeting – ACTION*** 3
 4. **Recommend Appointment of Two Members to the Geary Corridor Bus Rapid Transit Citizens Advisory Committee – ACTION*** 7
- The Transportation Authority has a 13-member Geary Corridor Bus Rapid Transit (BRT) Citizens Advisory Committee (GCAC). There are two vacant seats on the GCAC for representatives of the Japantown/Fillmore area. The vacancies are due to the resignation of Austin Spires and the term expiration of Richard Hashimoto, who is seeking reappointment. After issuing notices seeking applicants to the GCAC over the past year, we have received applications from four eligible candidates. Staff provides information on applicants but does not make recommendations on GCAC appointments. Attachment 1 contains a summary table with information about current and prospective GCAC members, showing neighborhood of residence, neighborhood of employment, affiliation, and other information provided by the applicants.
5. **Recommend Allocation of \$170,000 in Prop K Funds to the San Francisco Municipal Transportation Agency for Bicycle Safety Education and Outreach, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION*** 19

We have one request for \$170,000 in Prop K sales tax funds to present to the Plans and Programs Committee. The San Francisco Municipal Transportation Agency (SFMTA) has requested the funds to support development and implementation of a 20-month Bicycle Safety Education and Outreach Program. SFMTA will issue a request for proposals through which respondents will identify activities, classes, and events that the contractor would design and conduct in order to meet specific participation, communication, and educational goals. SFMTA envisions a three tier program, including an annual citywide event, less frequent (i.e., up to 12 times per year) more focused events, and bicycle education. SFMTA anticipates \$149,000 for the consultant contract, which would implement the new programs from March 2016 to November 2017. The remaining funds are for SFMTA procurement, project management and evaluation. The latter will cover demographic information to ensure that outreach and classes are reaching the many, varied communities across the city, as well as other program outcomes including increases in bicycling in San Francisco among program participants and increase in safety knowledge by people who have participated in trainings and classes. The project would be 100% sales tax funded.

6. Neighborhood Transportation Improvement Program Update – INFORMATION* 37

At the January Plans and Programs Committee meeting, Transportation Authority and San Francisco Municipal Transportation Agency staff will provide an update on the Prop K sales tax-funded Neighborhood Transportation Improvement Program (NTIP), including allocated and remaining funds by district, as well as progress updates for each active NTIP project. The NTIP was developed in response to mobility and equity analysis findings from the 2014 San Francisco Transportation Plan (SFTP), the city's 30-year blueprint guiding transportation investment in San Francisco, and the Transportation Authority Board's desire for more focus on neighborhoods, especially on Communities of Concern and other underserved neighborhoods. NTIP projects aim 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 through strengthening project pipelines or helping move individual projects more quickly toward implementation. Using Prop K funds programmed in the 2014 Prop K Strategic Plan, there are \$100,000 in planning funds and \$600,000 in local match capital funds for each district. The first NTIP allocation was made in October 2014 to the Western Addition Community-Based Transportation Plan. To date, the Transportation Authority has awarded six NTIP planning projects and three NTIP capital projects.

7. Introduction of New Items – INFORMATION

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

8. Public Comment**9. Adjournment**

* Additional materials

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DRAFT MINUTES

PLANS AND PROGRAMS COMMITTEE

Tuesday, December 8, 2015

1. Roll Call

Vice Chair Christensen called the meeting to order at 10:06 a.m. The following members were:

Present at Roll Call: Commissioners Christensen, Tang and Yee (3)

Absent at Roll Call: Commissioners Breed (entered during Item 5) and Farrell (entered during Item 7) (2)

2. Citizens Advisory Committee Report – INFORMATION

Chris Waddling, Chair of the Citizens Advisory Committee (CAC), reported that at its December 2 meeting, the CAC considered and unanimously passed items 6 and 7 from the agenda. Mr. Waddling said that on item 6, the CAC voiced concern over how the Polk Street streetscape and Van Ness Avenue bus rapid transit projects would be coordinated during the construction phase. He said the CAC was also interested in how the traffic calming backlog would be impacted by allocating funds from that project's line item to the Sloat Boulevard Pedestrian Improvement project. Mr. Waddling said regarding item 7, it appeared that the red bus-only lanes were working because the Congestion Management Program (CMP) showed that bus speeds were consistent while other vehicle speeds dropped. He also noted that off-peak performance was not included in the CMP because it wasn't required, that staff had noted that data on off-peak performance was included in other studies.

There was no public comment.

Consent Calendar

3. Approve the Minutes of the November 3, 2015 Meeting – ACTION

4. Recommend Reprogramming \$67,265 in One Bay Area Grant Cycle 1 Funds from San Francisco Public Works' ER Taylor Elementary Safe Routes to School Project to the Chinatown Broadway Street Design Project – ACTION

There was no public comment.

The Consent Calendar was approved without objection by the following vote:

Ayes: Commissioners Christensen, Tang and Yee (3)

Absent: Commissioners Breed and Farrell (2)

End of Consent Calendar

5. Recommend Appointment of One Member to the Citizens Advisory Committee – ACTION

Mike Pickford, Transportation Planner, presented the item per the staff memorandum.

Joe Lake and Doreen Horstin spoke to their interests and qualifications in being appointed to the Citizens Advisory Committee (CAC).

Commissioner Christensen stated that Commissioner Kim had requested the item be forwarded to the Board without a recommendation to allow additional time for candidates to appear.

Commissioner Yee commented that the CAC should have more balance in gender, but that he deferred to Commissioner Kim as the vacant seat was for a District 6 representative.

Commissioner Yee moved to forward the item to the Board without a recommendation, seconded by Commissioner Christensen.

There was no public comment.

The item was approved without objection by the following vote:

Ayes: Commissioners Breed, Christensen, Tang and Yee (4)

Absent: Commissioner Farrell (1)

6. Recommend Allocation of \$638,477 in Prop K Funds, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedule – ACTION

Mike Pickford, Transportation Planner, presented the item per the staff memorandum.

There was no public comment.

The item was approved without objection by the following vote:

Ayes: Commissioners Breed, Christensen, Tang and Yee (4)

Absent: Commissioner Farrell (1)

7. Recommend Approval of the 2015 San Francisco Congestion Management Program – ACTION

Drew Cooper, Transportation Planner, presented the item per the staff memorandum.

Commissioner Christensen asked if the Congestion Management Program (CMP) took into account cyclists in addition to single occupancy vehicles and public transit. Mr. Cooper responded that measurements beyond Level of Service were not required by state law, but that cycling and transit performance were reflected in the CMP performance measures. Tilly Chang, Executive Director, added that the performance measures indicated the success of the city's various transit-first initiatives as well as land use changes.

Commissioner Christensen asked if the CMP measured traffic volumes. Mr. Cooper responded that the 2015 CMP included traffic volumes at several locations but that they were not monitored prior to 2015. He added that the Transportation Authority and San Francisco Municipal Transportation Agency were looking into ways to measure Vehicles Miles Traveled, which was a useful metric to capture volume and duration of vehicular travel.

Commissioner Christensen asked how useful the CMP was beyond its function as a state requirement. Mr. Cooper responded that the CMP helped frame the Transportation Authority's work program, and that it was an indicator of the success of transportation investments and policies. Ms. Chang added that the CMP used two-year snapshots of the city's overall transportation performance, and that it indicated transit investments and land use changes were

working well. She continued that it was an important time to advance efforts that would improve capacity over the long term, such as the Caltrain Downtown Extension.

Commissioner Breed asked why the CMP did not include a description of how traffic control officers contributed to traffic and congestion management. Ms. Chang acknowledged that the CMP did not include this information but said that future reports could incorporate it.

There was no public comment.

The item was approved without objection by the following vote:

Ayes: Commissioners Breed, Christensen, Farrell, Tang and Yee (5)

8. Introduction of New Items – INFORMATION

There was no public comment.

9. Public Comment

During public comment, Andrew Yip spoke about unity.

10. Adjournment

The meeting was adjourned at 11:13 a.m.




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Memorandum

Date: 01.07.16 **RE:** Plans and Programs Committee
January 12, 2016

To: Plans and Programs Committee: Commissioners Tang (Chair), Yee (Vice Chair), Breed, Farrell, Peskin and Weiner (Ex Officio)

From: Eric Cordoba – Deputy Director for Capital Projects 

Through: Tilly Chang – Executive Director 

Subject: **ACTION** – Recommend Appointment of Two Members to the Geary Corridor Bus Rapid Transit Citizens Advisory Committee

Summary

The Transportation Authority has a 13-member Geary Corridor Bus Rapid Transit (BRT) Citizens Advisory Committee (GCAC). There are two vacant seats on the GCAC for representatives of the Japantown/Fillmore area. The vacancies are due to the resignation of Austin Spires and the term expiration of Richard Hashimoto, who is seeking reappointment. After issuing notices seeking applicants to the GCAC over the past year, we have received applications from four eligible candidates. Staff provides information on applicants but does not make recommendations on GCAC appointments. Attachment 1 contains a summary table with information about current and prospective GCAC members, showing neighborhood of residence, neighborhood of employment, affiliation, and other information provided by the applicants.

BACKGROUND

Geary Corridor Bus Rapid Transit (BRT) is one of the signature projects included in the Prop K Expenditure Plan. The Transportation Authority is currently leading environmental analysis for Geary Corridor BRT, in partnership with the San Francisco Municipal Transportation Agency (SFMTA). The environmental analysis will identify the benefits and impacts of BRT alternatives, a preferred alternative, and strategies to mitigate any environmental impacts. Engineering work for this phase entails preparation of designs for project alternatives as needed to clarify potential impacts and support identification of a preferred alternative, as well as development of design solutions for complex sections of the corridor. Because of the detailed nature and significance of the study, the Geary Corridor BRT Citizens Advisory Committee (GCAC) is distinct from the Transportation Authority Citizens Advisory Committee (CAC).

Role of the GCAC: The role of the GCAC is to advise Transportation Authority staff throughout the environmental analysis of the Geary BRT project by providing input representative of varying interests along the corridor, as well as broader, citywide interests related to the project. The GCAC currently meets approximately bi-monthly. Specifically, the GCAC members have and will continue to:

- Advise on the study scoping to identify the alternatives for analysis;
- Advise on the selection of a preferred alternative based on project benefits and expected environmental impacts;

- Advise on strategies to mitigate any negative environmental impacts; and
- Advise on strategies for effective outreach and assist with outreach to neighborhoods and other stakeholders.

In February 2008, through Resolution 08-56, the Transportation Authority Board established the structure for the GCAC. In October 2013, the Board increased the number of seats on the GCAC from eleven to thirteen. Appointed individuals are to reflect a balance of interests, including residents, businesses, transportation system users, and advocates. Each member is appointed to serve for a two-year term.

DISCUSSION

The purpose of this memorandum is to present the applications received for the GCAC and to seek a recommendation to appoint two members to the GCAC for two-year terms. The vacant seats on the GCAC are for two representatives of the Japantown/Fillmore area and are due to the resignation of Austin Spires and the term expiration of Richard Hashimoto, who is seeking reappointment. The current GCAC membership and structure are shown in the table below:

Geographic Representation	Seats on GCAC	Term Expires	Member(s)
Richmond	3	Apr 2016 Feb 2017 Sep 2017	J. Foerster A.P. Miller J. Fong
Japantown/Fillmore	3	Jan 2016 Mar 2016 Sep 2017	R. Hashimoto (expiring term) A. Spires (resigned) B. Horne
Tenderloin/Downtown	2	Jul 2017 Sep 2017	K. Stull P. Gallotta
At-Large	5	Apr 2016 Dec 2016 Sep 2017 Sep 2017 Oct 2017	M.H. Brown W. Parsons C. Bakir J. John P. Chan

Recruitment: We solicited GCAC applications in January 2015 and June 2015 through the Transportation Authority's website and social media accounts, Commissioners' offices, and an email blast to community members and organizations with interest in the Geary corridor. Applications are also accepted on a rolling basis on the Transportation Authority's website.

Applicant Pool: We have received applications from three eligible candidates, including the one member seeking reappointment. Attachment 1 provides a matrix summarizing the applications, including information about each person's affiliation to and interest in the Geary Corridor BRT project. Applicants were informed of the opportunity to speak on behalf of their candidacies at the January 12, 2016 Plans and Programs Committee meeting. Applicants were advised that appearance before the Committee is strongly encouraged, but not required, for appointment. Staff provides information on applicants but

does not make recommendations on these appointments.

ALTERNATIVES

1. Recommend appointment of two members to the GCAC.
2. Recommend appointment of one member to the GCAC.
3. Defer action, pending additional information or further staff analysis.

CAC POSITION

None. The CAC does not make recommendations on other CACs or appointments to those committees.

FINANCIAL IMPACTS

None.

RECOMMENDATION

Recommend appointment of two members to the GCAC.

Attachments (3):

1. Geary BRT CAC Members
2. Geary BRT CAC Applicants for Japantown/Fillmore Seats
3. Geary BRT CAC Applications for Japantown/Fillmore Seats

Attachment 1. Geary BRT Citizens Advisory Committee Members, January 2016

Term Expiration	Name	Corridor Relationship / Interest / Affiliation				Residence		Work		Self-Identified:					
		Resident	Business	Employee	Transit	Environment	Disabled	Senior	Other	District	Neighborhood	District	Neighborhood	Gender	Ethnicity
Richmond (3 seats)															
Apr. 2016	Jonathan Foerster	x			x					1	Richmond			M	
Feb. 2017	Angela Paige Miller	x	x		x	x		Pedestrian, bicycling advocate		1	Inner Richmond		Stanford	F	Caucasian
Sep. 2017	Joanna Fong	x		x						1	Richmond			F	Chinese
Japantown/Fillmore (3 seats, 2 vacancies)															
Jan. 2016	Richard Hashimoto	x	x			x		Pedestrian advocate		n/a	Vallejo, CA (part-time in W. Addition)	5	Western Addition	M	Asian
Mar. 2016 [member resigned]	Austin Spires	x		x						5	Fillmore	6	SOMA	M	
Sep. 2017	Benjamin Horne	x	x		x					5	Lower Pac Heights/Upper Fillmore	3	Union Square/Lower Pac Heights	M	
Tenderloin/Downtown (2 seats)															
Jul. 2017	Kevin Stull	x		x				Central City SRO Collaborative; Pedestrian Safety Advisory Committee		6	Tenderloin	6	Tenderloin	M	Caucasian
Sep. 2017	Peter Gallotta	x		x				LGBT		6	Tenderloin	6	Civic Center	M	
At-Large (5 seats)															
Apr. 2016	Margie Hom Brown	x			x			Chinese speakers		1	Richmond			F	Chinese
Dec. 2016	Winston Parsons	x			x			Pedestrian and bicycle advocate		2	Inner Richmond/Jordan Park	6	SOMA	M	
Sep. 2017	Jolsna M John	x			x			Pedestrian advocate		2	Lower Pac Heights			F	South Asian

Term Expiration	Name	Corridor Relationship / Interest / Affiliation										Residence		Work		Self-Identified:			
		Resident	Business	Employee	Transit	Environment	Disabled	Senior	Other	District	Neighborhood	District	Neighborhood	District	Neighborhood	Gender	Ethnicity		
Sep. 2017	Cyndi Bakir	x		x	x	x								1	Inner Richmond	1	Richmond	F	Euro-American
Oct. 2017	Paul Chan	x	x		x									1	Richmond	1	Richmond	M	

Note: Dark shading denotes members with current term expirations.

Attachment 2. Geary BRT Citizens Advisory Committee Applicants, January 2016

Applicant Status	Name	Corridor Relationship / Interest / Affiliation				Residence		Work		Self-Identified:								
		Resident	Business	Employee	Transit	Environment	Disabled	Senior	Other	District	Neighborhood	District	Neighborhood	Gender	Ethnicity			
Japantown/Fillmore (3 seats, 2 vacancies)																		
Applicant	Lotus Yee Fong	x	x		x					x			5	Western Addition			F	Asian
Member, Seeking Reappointment	Richard Hashimoto	x	x			x				x			n/a	Vallejo, CA (part-time in W. Addition)	5	Western Addition	M	Asian
Applicant	William Newsom	x	x										5	Western Addition	3	Financial District	M	NP



San Francisco County Transportation Authority Application for Membership on the Geary Corridor Bus Rapid Transit Citizens Advisory Committee

Lotus Yee	Fong	Female	Asian
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
5	Western Addition Japantown	415-921-3009	lyfong@pacbell.net
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
85 Western Shore Lane #4	San Francisco	CA	94115
STREET ADDRESS OF HOME	CITY	STATE	ZIP
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

I have lived in St Francis Square Cooperative Inc for 31 years. I participated in the meetings which resulted in making the Geary/Laguna stop a limited, now rapid stop. I knew both seniors who were killed at that intersection before the no right turn sign 7 am - 8 pm was put up. I also participated in the MUNI MTA community session at the Japanese Cultural & Community Center when it was proposed to eliminate the Laguna and Webster stops and

put one in at Buchanan, which was roundly opposed by all present including Steve Nakajo who was not recognized by the staff at the meeting.

Statement of objectives:

My husband and I are now both over 65 and we use MUNI much more frequently. My nieces and nephews also ride on a regular basis. I also was a caregiver to two elderly parents and disabled relatives. We go from the Buchanan Y to the Richmond Y almost daily. I am familiar with many of the small businesses on Geary including David Heller's wife's business. I also am watching the new Sutter CPMC hospital go up at Van Ness and Franklin.

I also attended the previous Geary BRT meetings with the first young African-American woman who was assigned to the project by MTA and saw the first proposed designs. I live one block from the Fillmore underpass. Many residents of St Francis Square simply cross Geary in the middle of the street from the Peace Plaza because the design was not well thought through in Justin Herman's days. And many pedestrians cross at Webster where the underpass is, which is very dangerous. I am also on the boards of Sierra Club and SF Tomorrow.

Please select all categories of affiliation or interest that apply to you:

<input checked="" type="checkbox"/>	Business
<input checked="" type="checkbox"/>	Disabled
<input checked="" type="checkbox"/>	Environmental
<input type="checkbox"/>	Labor [TA CAC only]
<input checked="" type="checkbox"/>	Neighborhood
<input type="checkbox"/>	Public Policy [TA CAC only]
<input checked="" type="checkbox"/>	Senior Citizen

What is your relationship to the project area? [Project CACs only]

	Bicycling advocate
	Business owner
X	Environmental advocate
X	Pedestrian advocate
X	Resident
	Student
X	Transit rider

If you work in the project area, please provide a category below that applies to you (Business Owner/Manager/Employee):

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs):

By entering your name and date below, and submitting this form, you certify that all the information on this application is true and correct.

Lotus Yee Fong

NAME OF APPLICANT

6/24/2015

DATE



San Francisco County Transportation Authority Application for Membership on the Geary Corridor Bus Rapid Transit Citizens Advisory Committee

Richard	Hashimoto	Male	Asian
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
5	Western Addition	REDACTED	REDACTED
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
REDACTED	Vallejo and San Francisco	CA	94591
STREET ADDRESS OF HOME	CITY	STATE	ZIP
5	Western Addition	415-567-4573	rich.hashimoto@gmail.com
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
1610 Geary Boulevard	San Francisco	CA	94115
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

Richard is currently the President of the Japantown Merchants Association and, is the Corporate Manager of the Japan Center Garage Corporation since 1977. He is also a board member on the San Francisco Japantown Foundation, board member of the Japantown Task Force, Inc. and the co-chair of the Northern California Cherry Blossom Festival. Richard was appointed as one of the first Youth Commissioners to serve on the Delinquency Prevention Commission appointed by then, Mayor Diane Feinstein, and has served on numerous boards and committees working towards improving life in the Japanese American and African American communities in the Western Addition.

Statement of objectives:

Improve Muni's on-time performance at the same time advocate pedestrian safety in the process.

Please select all categories of affiliation or interest that apply to you:

<input checked="" type="checkbox"/>	Business
<input checked="" type="checkbox"/>	Disabled
<input checked="" type="checkbox"/>	Environment
<input type="checkbox"/>	Labor [TA CAC only]
<input checked="" type="checkbox"/>	Neighborhood
<input type="checkbox"/>	Public Policy [TA CAC only]
<input checked="" type="checkbox"/>	Senior Citizen

What is your relationship to the project area? [Project CACs only]

<input type="checkbox"/>	Bicycling advocate
<input checked="" type="checkbox"/>	Business owner
<input type="checkbox"/>	Environmental advocate
<input checked="" type="checkbox"/>	Pedestrian advocate
<input checked="" type="checkbox"/>	Resident
<input checked="" type="checkbox"/>	Student
<input type="checkbox"/>	Transit rider

If you work in the project area, please provide a category below that applies to you (Business Owner /Manager/Employee):

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs):

By entering your name and date below, and submitting this form, you certify that all the information on this application is true and correct.

Richard Hashimoto

11/20/2015

NAME OF APPLICANT

DATE



San Francisco County Transportation Authority Application for Membership on the Geary Corridor Bus Rapid Transit Citizens Advisory Committee

William	Newsom	Male	
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
5	Western Addition	REDACTED	REDACTED
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
REDACTED	San Francisco	CA	94115
STREET ADDRESS OF HOME	CITY	STATE	ZIP
3	Financial District	650-843-5216	wnewsom@cooley.com
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
101 California	San Francisco	CA	94111
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

I have lived in San Francisco, one block south of Geary, for 10 years. I attended law school at U.C. Hastings in the Tenderloin from 2006-2009, and have worked as an attorney downtown from 2009 to the present (with a commute to Palo Alto a few days a week since September 2014). Before pursuing law, I was a mechanical engineer for a short time. Since moving to San Francisco, I have ridden the 38 Geary consistently to and from work and school, and have enjoyed its benefits and witnessed or experienced its problems many times. I am very interested in public transit and light rail projects, and have some experience reviewing and commenting on environmental impact reports. I would love to help improve rider experiences, make the roads more safe and friendly for bikes and public transit, and improve communication between SFMTA and the public it serves. In addition to my work as an attorney, I have been involved with several local charities, including currently sitting on the board of CommunityGrows, an organization dedicated to exposing youth in the Western Addition to healthy eating, garden education, and job readiness. I believe I would add a professional and considerate voice to the advisory committee, and I would represent the interests of both my neighborhood and business commuters.

Statement of objectives:

If elected, I would plan to advise and comment on environmental documentation, help to review finances, develop and improve BRT alternatives, analyze benefits and impacts for transit riders and residents on the corridor, and suggest mitigation strategies where needed.

Please select all categories of affiliation or interest that apply to you:

<input checked="" type="checkbox"/>	Business
<input type="checkbox"/>	Disabled
<input checked="" type="checkbox"/>	Environmental
<input type="checkbox"/>	Labor [TA CAC only]
<input checked="" type="checkbox"/>	Neighborhood
<input type="checkbox"/>	Public Policy [TA CAC only]
<input type="checkbox"/>	Senior Citizen

What is your relationship to the project area? [Project CACs only]

<input checked="" type="checkbox"/>	Bicycling advocate
<input type="checkbox"/>	Business owner
<input checked="" type="checkbox"/>	Environmental advocate
<input type="checkbox"/>	Pedestrian advocate
<input checked="" type="checkbox"/>	Resident
<input type="checkbox"/>	Student
<input checked="" type="checkbox"/>	Transit rider

If you work in the project area, please provide a category below that applies to you (Business Owner/Manager/Employee):

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs):

By entering your name and date below, and submitting this form, you certify that all the information on this application is true and correct.

William James Newsom

6/17/2015

NAME OF APPLICANT

DATE



Memorandum

Date: 01.07.16 **RE:** Plans and Programs Committee
January 12, 2016

To: Plans and Programs Committee: Commissioners Tang (Chair), Yee (Vice Chair), Breed, Farrell, Peskin and Wiener (Ex Officio)

From: Anna LaForte – Deputy Director for Policy and Programming *all*

Through: Tilly Chang – Executive Director *TJC*

Subject: **ACTION** – Recommend Allocation of \$170,000 in Prop K Funds to the San Francisco Municipal Transportation Agency for Bicycle Safety Education and Outreach, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules

Summary

We have one request for \$170,000 in Prop K sales tax funds to present to the Plans and Programs Committee. The San Francisco Municipal Transportation Agency (SFMTA) has requested the funds to support development and implementation of a 20-month Bicycle Safety Education and Outreach Program. SFMTA will issue a request for proposals through which respondents will identify activities, classes, and events that the contractor would design and conduct in order to meet specific participation, communication, and educational goals. SFMTA envisions a three tier program, including an annual citywide event, less frequent (i.e., up to 12 times per year) more focused events, and bicycle education. SFMTA anticipates \$149,000 for the consultant contract, which would implement the new programs from March 2016 to November 2017. The remaining funds are for SFMTA procurement, project management and evaluation. The latter will cover demographic information to ensure that outreach and classes are reaching the many, varied communities across the city, as well as other program outcomes including increases in bicycling in San Francisco among program participants and increase in safety knowledge by people who have participated in trainings and classes. The project would be 100% sales tax funded.

BACKGROUND

We have received one Prop K request from the San Francisco Municipal Transportation Agency (SFMTA) for \$170,000 to present to the Plans and Programs Committee at the January 12, 2016 meeting, for potential Board approval on January 26, 2016. As shown in Attachment 1, the request comes from the Bicycle Circulation/Safety category. The Transportation Authority Board has approved a Prop K 5-Year Prioritization Program (5YPP) for this category as required by the voter-approved Expenditure Plan.

DISCUSSION

The purpose of this memorandum is to present a Prop K request for \$170,000 to the Plans and Programs Committee, and to seek a recommendation to allocate the funds as requested. Attachment 1 summarizes the request, including information on proposed leveraging (i.e. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in

the Prop K Expenditure Plan. Attachment 2 provides a brief description of the project. A detailed scope, schedule, budget and funding plan is included in the attached Allocation Request Form.

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

ALTERNATIVES

1. Recommend allocation of \$170,000 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules, as requested.
2. Recommend allocation of \$170,000 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules, with modifications.
3. Defer action, pending additional information or further staff analysis.

CAC POSITION

Due to the year-end holidays, the Citizens Advisory Committee did not meet in late December. This item will be included as an information item on the agenda at the January 27, 2016 CAC meeting.

FINANCIAL IMPACTS

This action would allocate \$170,000 in Fiscal Year (FY) 2015/16 Prop K sales tax funds, with conditions, for one request. The allocation would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Form.

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

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

RECOMMENDATION

Recommend allocation of \$170,000 in Prop K funds, with conditions, subject to the attached Fiscal Year Cash Flow Distribution Schedules.

Attachments (5):

1. Summary of Applications Received
2. Project Description
3. Staff Recommendations
4. Prop K Allocation Summary – FY 2015/16
5. Prop K/AA Allocation Request Form

Attachment 1: Summary of Applications Received

Source	EP Line No./Category ¹	Project Sponsor ²	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Prop K Leveraging			District
						Expected Leveraging by EP Line ³	Actual Leveraging by Project Phase(s) ⁴	Phase(s) Requested	
Prop K	39	SFMTA	Bicycle Safety Education and Outreach	\$170,000	\$ 170,000	28%	0%	Construction	Citywide
			TOTAL	\$ 170,000	\$ 170,000	28%	0%		

Footnotes

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

² Acronym: SFMTA (San Francisco Municipal Transportation Agency).

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

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

Attachment 2: Brief Project Descriptions ¹

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
39	SFMTA	Bicycle Safety Education and Outreach	\$ 170,000	Requested funds will be used to support development and implementation of a 20-month Bicycle Safety Education and Outreach Program. SFMTA will issue a request for proposals through which respondents will identify activities, classes, and events that the contractor would design and conduct in order to meet specific participation, communication, and educational goals. SFMTA envisions a three tier program, including an annual citywide event, less frequent (i.e., up to 12 times per year) more focused events, and bicycle education. SFMTA anticipates \$149,000 for the consultant contract, which would implement the new programs from March 2016 to November 2017. The remaining funds are for SFMTA procurement, project management and evaluation. The latter will cover demographic information to ensure that outreach and classes are reaching the many, varied communities across the city, as well as other program outcomes including increases in bicycling in San Francisco among program participants and increase in safety knowledge by people who have participated in trainings and classes. The project would be 100% sales tax funded.
TOTAL			\$ 170,000	

¹ See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations ¹

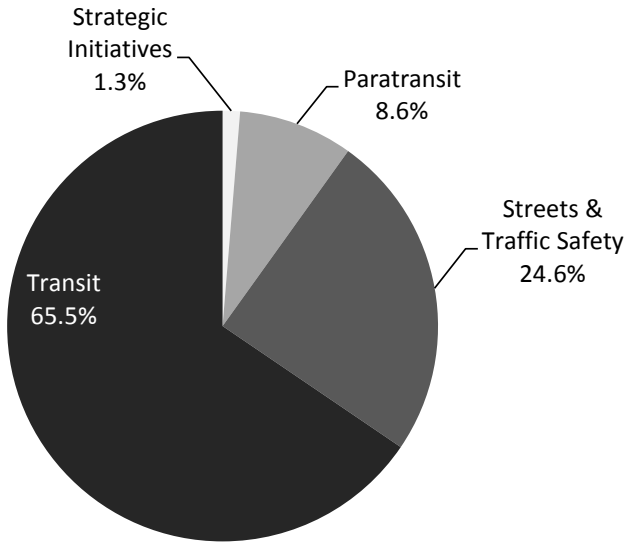
EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendation
39	SFMTA	Bicycle Safety Education and Outreach	\$ 170,000	-
TOTAL			\$ 170,000	
¹ See Attachment 1 for footnotes.				

**Attachment 4.
Prop K Allocation Summary - FY 2015/16**

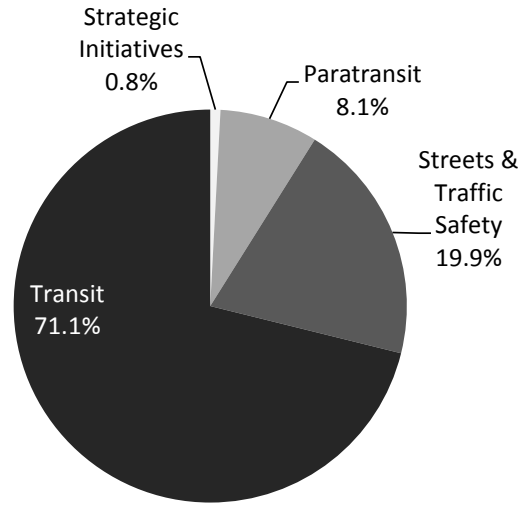
PROP K SALES TAX						
	Total	CASH FLOW				
		FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	2019/20
Prior Allocations	\$ 128,750,117	\$ 95,835,907	\$ 31,537,734	\$ 1,327,048	\$ 49,428	\$ -
Current Request(s)	\$ 170,000	\$ 25,300	\$ 96,949	\$ 47,751	\$ -	\$ -
New Total Allocations	\$ 128,920,117	\$ 95,861,207	\$ 31,634,683	\$ 1,374,799	\$ 49,428	\$ -

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

Investment Commitments, per Prop K Expenditure Plan



Prop K Investments To Date



Attachment 5
San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action: 2015/16

Project Name: Bicycle Safety Education and Outreach

Implementing Agency: San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

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

Prop K EP Line Number (Primary): 39 Current Prop K Request: \$ 170,000

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request: \$ -

Supervisorial District(s): Citywide

SCOPE

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

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

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

A full scope of work begins on the next page.

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

Background

The San Francisco Municipal Transportation Agency (SFMTA) is currently working on three strategic planning processes related to bicycle safety education and outreach:

- Development of a **Transportation Demand Management (TDM) Strategy** and work plan, which will address how best to support an increase in the number of people choosing to bicycle in San Francisco.
- Development of a **Vision Zero Education Strategy and Work Plan**, which will identify how to prioritize efforts in increasing safety for people who bicycle in San Francisco.
- Development of an **In-class School Curriculum Strategy**, which will identify a long term plan for teaching elementary, middle and high school students how to bicycle and how to be safe doing so during PE classes.

Each of these efforts should be completed in early 2016. As a part of this TDM planning work, SFMTA convened a working group of city TDM staff from SFMTA and the San Francisco Department of the Environment (SFE), as well as staff from the San Francisco Bicycle Coalition (SFBC) to look at how SFMTA can more effectively encourage more people to bicycle and as well as encourage people to bicycle safely. Based on these discussions, a number of goals were developed to ensure the SFMTA's education and outreach programs and support continue to support the City's transportation goals. These program goals include:

- Wider program reach, increasing the number of people who are impacted by the programs;
- Identify new program ideas for reaching audiences who may be ready to bicycle, but not ready to commit to taking classes;
- Develop a program that reaches people in different ways, to ensure that people are coming in contact in multiple arenas with the ideas of bicycling and bicycle safety.

Scope

In order to achieve the goals outlined above, the SFMTA requests \$170,000 to support a 20-month Bicycle Safety Education and Outreach program contract. The contract will be implemented through a request for proposal (RFP) process that will encourage respondents to identify activities, classes and events that the contractor would design and conduct in order to meet specific participation, communication and educational goals. The SFMTA envisions a three tier outreach program, as shown in the table and described in the text below:

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

		Audience (over 20 months)
Tier 1	High Visibility Event	50,000-100,000
Tier 2	Broad Outreach Events	~15,000
Tier 3	Classes	~1,700

Tier 1 – Citywide, mass market event outreach

Tier 1 would involve utilizing Prop K Bike to Work Day funding to provide mass-market outreach to 50,000 - 100,000 people. While it is likely this money would be used to sponsor Bike to Work day, the RFP would allow respondents to propose outreach at other events in the city that may provide an increase in exposure to bicycling in San Francisco.

Tier 2 – Broad outreach activities

Tier 2 would require the SFMTA’s contractor to develop and implement activities that introduced bicycling and bicycling safety concepts to people who are not currently receiving safety and encouragement messaging through TDM outreach. This could be a monthly event that is organized for ~750 people or quarterly outreach to 2250 people. Tier 2 would require in-person, community oriented programming, not on-line messaging or marketing, in order to connect with people where they spend their time.

Tier 3 – Bicycle safety education activities

Tier 3 outreach involves multiple activities that will provide bicycle education opportunities for children on up to adults of varying abilities, including:

- Teaching kids and adults how to ride a bike
- Providing bicycling basics for helping people start to commute, shop, and do things by bike
- Rules of the road trainings
- On-street bicycle instruction

	Tier 3 breakdown	Number of Classes	Target Attendance	Total Participants
Adult	Safe Bicycling for Every Day Use	20	30	600
	Safe and Effective Bicycle Skills Training	12	20	240
	Adult New Rider Training	8	20	160
	On-road Skills Training	6	15	90
Youth	Freedom from Training Wheels (FFTW)	11	50	550
		57	135	1680

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

These tiers would allow the program to greatly expand its reach and the number of people, ultimately helping reach upwards of 100,000 people while reducing the number of traditional bicycle education classes by 25%, but increasing the number of participants by nearly 60%. The project will ensure, in the event that a future activity would be cost-based, that participation in events would not be limited to people who can pay. The SFMTA is also committed to ensuring that program outreach and activities occur in each of the four quadrants of the city. The program budget includes funding to provide multi-lingual materials and translations. SFMTA's RFP will require that Spanish and Chinese, at a minimum, are included in non-English outreach.

Direct program outreach will run for 20 months. After the first 12 months of the program, SFMTA staff will evaluate program results to-date in order to identify adjustments that would be made to the program design of a subsequent bicycle safety, education, and outreach program. This interim evaluation task allows the SFMTA to initiate and issue an RFP process and sign new contracts without creating a gap in the provision of program offerings after the current 20-month program ends. The program evaluation will consider demographic information to ensure that outreach and classes are reaching the many, varied communities across the city. It will also focus on program outcomes, increases in bicycling in San Francisco among program participants, and increase in safety knowledge by people who have participated in trainings and classes. The SFMTA will also perform an overall project evaluation after the 20-month outreach program is completed.

SFMTA labor costs include project management, management of the RFP, contractor oversight, and evaluation.

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

FY 2015/16

Project Name: Bicycle Safety Education and Outreach

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : TBD

Status: Not yet started

PROJECT DELIVERY MILESTONES

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

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)				
Prepare Bid Documents				
Advertise Construction				
Start Construction (e.g., Award Contract)	3	FY 2015/16		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			3	FY 2016/17
Project Closeout (i.e., final expenses incurred)			2	FY 2017/18

SCHEDULE COORDINATION/NOTES

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

Task	Start	End
RFP		
Advertise & Award	February 2016	February 2016
Finalize Contract	February 2016	March 2016
Conduct Outreach and Education Programs	March 2016	November 2017
Year One Evaluation	March 2017	April 2017
Final Evaluation	November 2017	December 2017

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

FY 2015/16

Project Name: Bicycle Safety Education and Outreach

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

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

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

			Cost for Current Request/Phase		
	Yes/No	Total Cost	Prop K - Current Request	Prop AA - Current Request	
Planning/Conceptual Engineering					
Environmental Studies (PA&ED)					
Design Engineering (PS&E)					
R/W Activities/Acquisition					
Construction	Yes	\$ 170,000	\$ 170,000		
Procurement (e.g. rolling stock)					
		\$170,000	\$170,000		\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

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

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering		
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction	\$ 170,000	SFMTA staff based on experience.
Procurement (e.g. rolling stock)		
Total:	\$ 170,000	

% 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**

MAJOR LINE ITEM BUDGET

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

Project Cost Summary	Cost/Budget
SFMTA Labor	\$20,923
City Attorney Fees 2 Hours @ \$250/hr.	\$ 500
Contract	\$ 149,000
*Total Project Cost	\$170,423 * Round to \$170,000

MFB = Mandatory Fringe Benefits; FTE = Full Time Equivalent

SFMTA Labor									
Position	Salary Per FTE	MFB for FTE	Salary + MFB	Approved Overhead Rate	Overhead = (Salary+MFB) x Approved Overhead Rate	(Fully Burdened) Salary + MFB + Overhead	FTE Ratio	Hours	Cost
Transit Planner III (5290)	\$ 108,942	\$ 60,633	\$ 169,575	0.901	\$ 152,787	\$ 322,362	0.065	135	\$ 20,923
Total							0.065	135	\$ 20,923

Consultant Contract			
Item	Cost per session	Number of Sessions	Total Cost
Tier I - Major event	\$ 40,000	1	\$ 40,000
Tier II - Ongoing outreach/education	\$ 7,150	7	\$ 50,050
Tier III:		57	\$ 59,087
Safe Bicycling for Everyday Use	\$ 390	20	\$ 7,800
Safe and Effective Bicycle Skills Training	\$ 500	12	\$ 6,000
Adult New Rider Training	\$ 2,285	8	\$ 18,280
On-road Skills Training	\$ 3,230	6	\$ 19,380
Freedom from Training Wheels	\$ 205	11	\$ 2,255
Materials, space rental, other misc expenses			\$ 5,372
			\$ 149,137
TOTAL		ROUND TO	\$ 149,000

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

FY 2015/16

Project Name: Bicycle Safety Education and Outreach

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$170,000

5-Year Prioritization Program Amount: \$233,415 (enter if appropriate)

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

The Prop K 5-Year Prioritization Program (5YPP) amount is the entire amount of Prop K funds available for allocation in Fiscal Year 2015/16 for the subject project in the Bicycle Circulation and Safety 5YPP.

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

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$170,000		\$170,000
				\$0
				\$0
Total:	\$0	\$170,000	\$0	\$170,000

Actual Prop K Leveraging - This Phase: 0.00%
 Expected Prop K Leveraging per Expenditure Plan: 27.84%

\$170,000
 Total from Cost worksheet

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

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

Fund Source	\$ Amount	Required Local Match	
		%	\$

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

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

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

Actual Prop K Leveraging - Entire Project: 0.00% \$ 170,000
 Expected Prop K Leveraging per Expenditure Plan: 27.84% Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

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

Prop K Funds Requested: \$170,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule			
Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2015/16	\$25,300	15.00%	\$144,700
FY 2016/17	\$144,700	85.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
Total:	\$170,000		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

Funding Recommended:	Amount		Phase:
	Prop K Allocation	\$170,000	Construction
Total:	\$170,000		

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

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

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 39	FY 2015/16	\$25,300	15.00%	\$144,700
Prop K EP 39	FY 2016/17	\$96,949	57.00%	\$47,751
Prop K EP 39	FY 2017/18	\$47,751	28.00%	\$0
			0.00%	\$0
			0.00%	\$0
Total:		\$170,000	100%	

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

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2015/16	Construction	\$25,300	15%	\$144,700
Prop K EP 39	FY 2016/17	Construction	\$96,949	72%	\$47,751
Prop K EP 39	FY 2017/18	Construction	\$47,751	100%	\$0
				100%	\$0
				100%	\$0
Total:			\$170,000		

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

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution. No. Res. Date:

Project Name:

Implementing Agency:

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

Deliverables:

1. Upon contract award (anticipated March 2016), provide updated scopes, schedules, and budgets for the three program tiers included in this project, as well as program evaluation methodology.
2. Quarterly Progress Reports (QPRs) shall provide percent complete of the scope of work and description of activities by program Tier; description of outreach activities performed that quarter intended to engage traditionally under-represented bicycle communities; and data on the number of classes held, including class type and number of participants; in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions. QPRs shall also include samples of outreach and class materials.
4. Upon completion (anticipated April 2017), provide copy of one-year (interim) evaluation results.
4. Upon project completion (anticipated December 2017), provide copy of final program evaluation results.

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. As a reminder, per the Standard Grant Agreement, all flyers, brochures, posters, websites and other similar materials prepared with Proposition K funding shall comply with the attribution requirements established in the Standard Grant Agreement.

Supervisory District(s):

Prop K proportion of expenditures - this phase:

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

SFCTA Project Reviewer:

Project # from SGA:

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

FY of Allocation Action:

2015/16

Current Prop K Request:

\$ 170,000

Current Prop AA Request:

\$ -

Project Name:

Bicycle Safety Education and Outreach

Implementing Agency:

San Francisco Municipal Transportation Agency

Project Manager

Grants Section Contact

Name (typed): John Knox White

Joel C. Goldberg

Title: Transit Planner III

Manager,
Capital Procurement & Mgmt

Phone: (415) 701-4473

(415) 701-4499

Fax: _____

Email: John.KnoxWhite@sfmta.com

Joel.Goldberg@sfmta.com

Address: 1 S. Van Ness Ave., 7th Floor, SF,
CA 94103

1 S. Van Ness Ave., 8th Floor, SF,
CA 94103

Neighborhood Transportation Improvement Program (NTIP) Update

Plans and Programs Committee
Agenda Item 6



SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

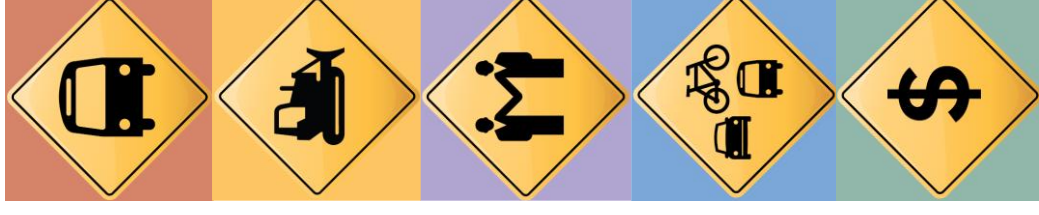
January 12, 2016

NTIP Overview

Purpose

38

- ▶ **Response to SFTP mobility and equity analysis findings:**
 - ▶ Walking, biking, and transit reliability initiatives are important ways to address socio-economic and geographic disparities
- ▶ **Public and Board input:**
 - ▶ Focus on neighborhoods
 - ▶ Focus on Communities of Concern and other underserved neighborhoods
- ▶ **Project delivery analysis:**
 - ▶ Strengthen project delivery pipelines



NTIP Overview

Funding

- ▶ **Planning funds**
 - ▶ \$100,000 in Prop K funds for planning in each supervisorial district
- ▶ **Capital funds**
 - ▶ \$600,000 in Prop K local match funds for capital projects in each supervisorial district
 - ▶ Prop K should leverage other funds to ideally deliver 2 neighborhood scale (small- to mid-sized) projects
- ▶ **Funds approved in 2014 Prop K Strategic Plan, includes funds for NTIP program support**



Transportation Authority and SFMTA NTIP coordinators work together to support Commissioners by:

- Helping to identify potential NTIP projects
- Assisting with development of scope, schedule, and budget information to support allocation of NTIP grants
- Ensuring regular communication with commissioners on NTIP



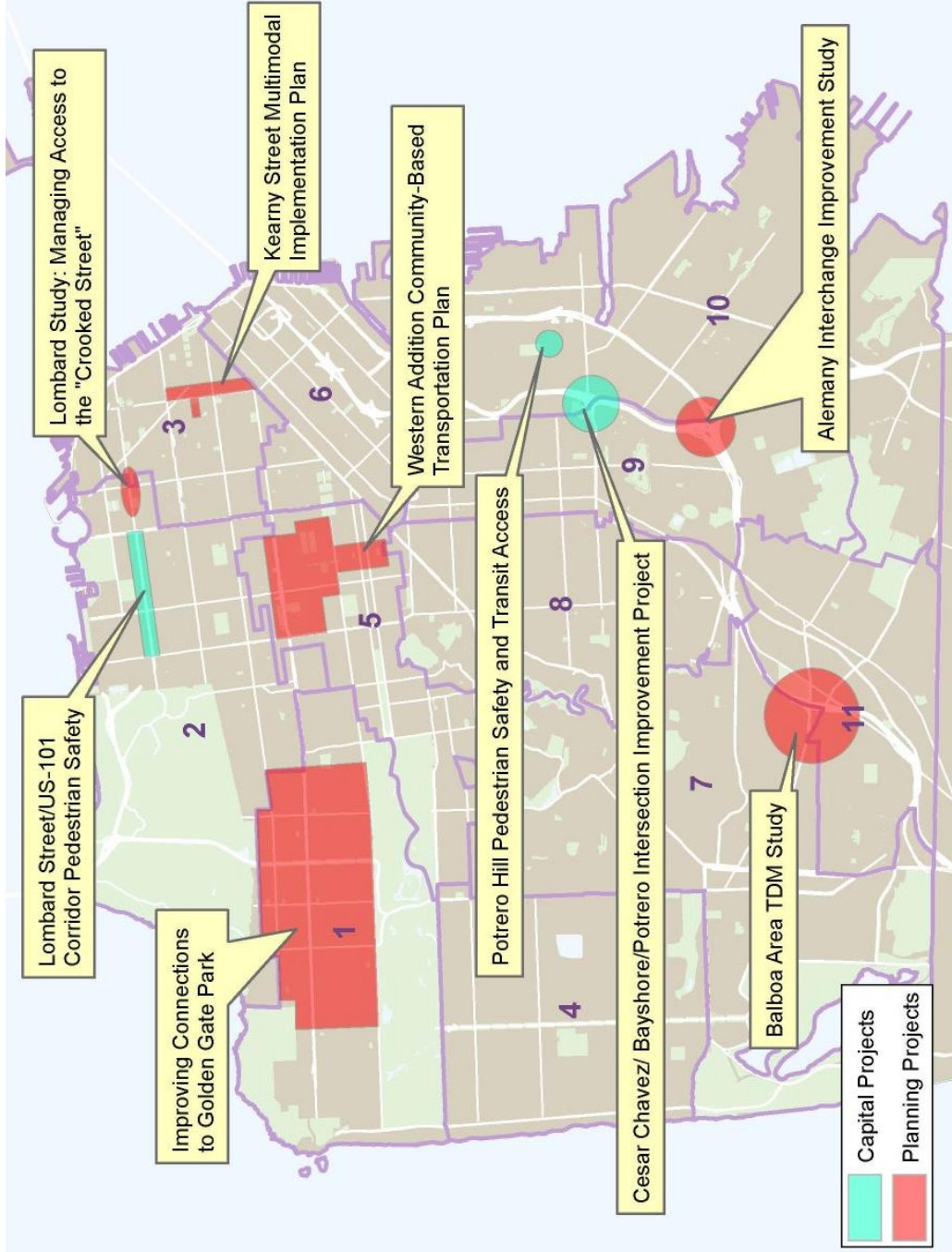
Allocations to Date (December 2015)

	Prop K Funds Available	Prop K Funds Allocated to Date	Remaining Funds
NTIP Planning	\$1,100,000	\$600,000	\$500,000
NTIP Capital	\$6,600,000	\$560,000	\$6,040,000
TOTAL	\$7,700,000	\$1,160,000	\$6,540,000

- ▶ Planning allocations: Districts 1, 2, 3, 5, 7, 9
- ▶ Capital allocations: Districts 2, 10



Map of Funded Projects



Program Observations to Date

- ▶ **Planning**
 - ▶ Allow for supervisor and community priorities to advance in the near-term
 - ▶ Include wide-ranging community involvement tailored to specific neighborhood and project context
- ▶ **Capital**
 - ▶ Advance capital projects quicker than may have otherwise occurred
 - ▶ Expected to improve competitiveness for other funds

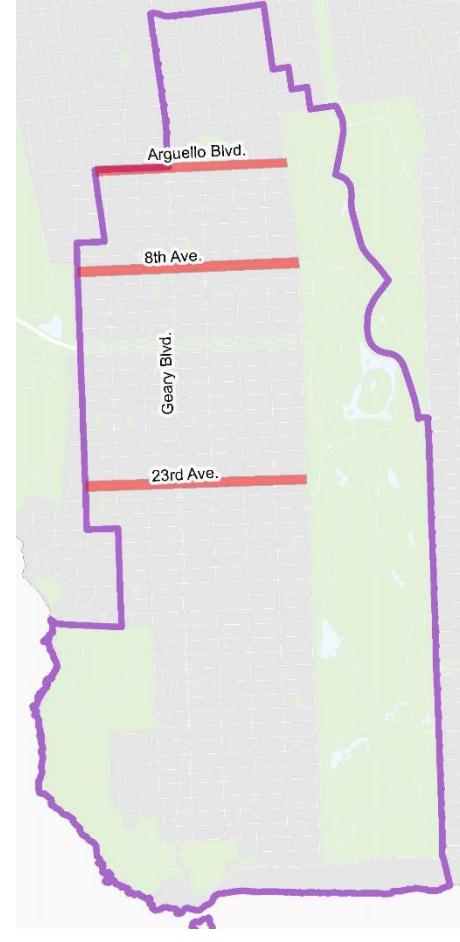


District 1 – Planning (SFMTA)

Improving Connections from Golden Gate Park to the Presidio



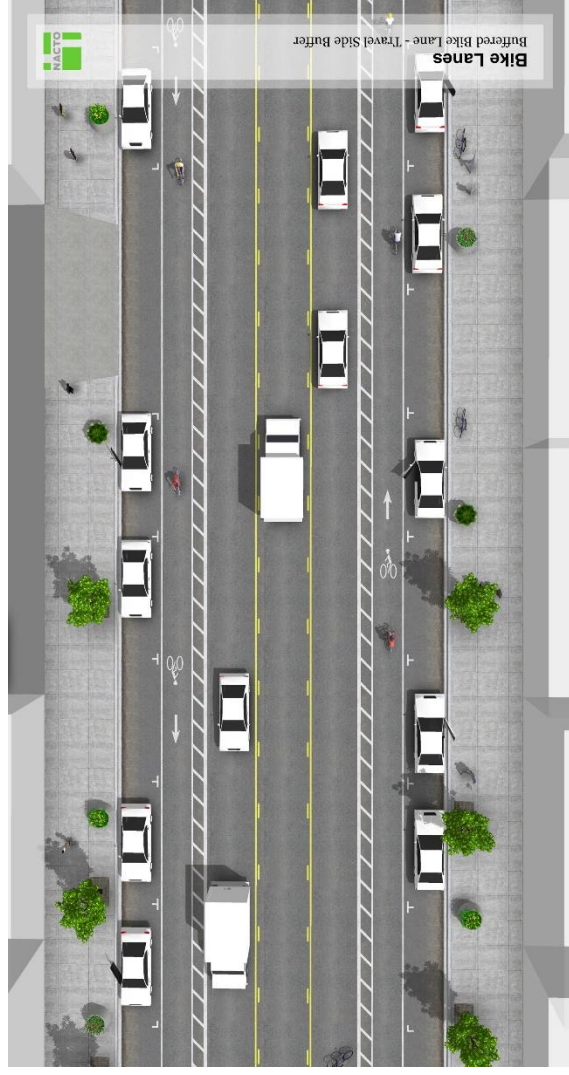
- ▶ **\$100,000 allocated**
- ▶ **Develop conceptual designs for safer connections for people walking and biking along 8th and 23rd Avenues, and Arguello Boulevard**
- ▶ **SFMTA has created initial project concepts for the Arguello corridor based on previous community outreach efforts**



District 1 – Planning (SFMTA)

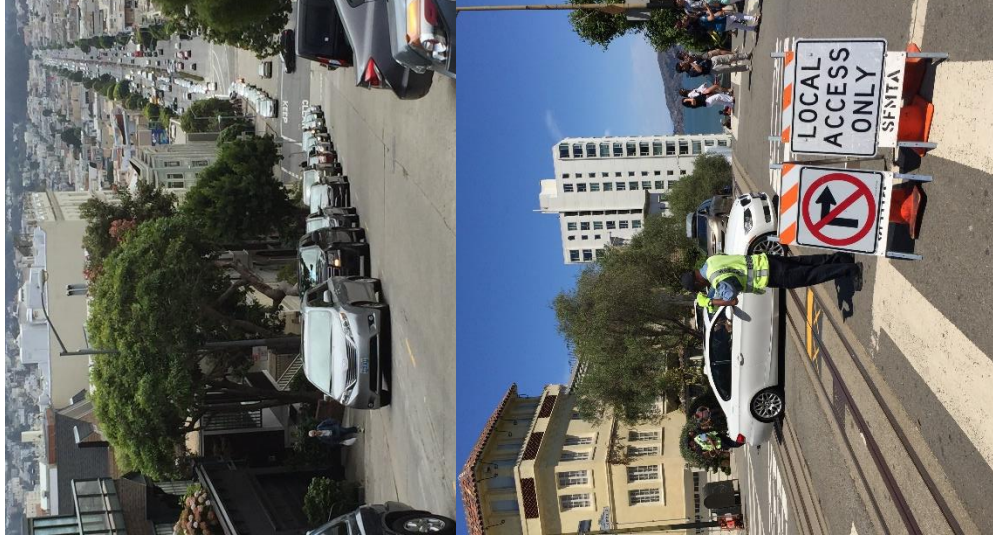
Improving Connections from Golden Gate Park to the Presidio

- ▶ Next round of public participation for Arguello on January 28, 4 - 5:30pm (meet at northeast corner of Arguello and Fulton for walkthrough)
- ▶ SFMTA developing draft conceptual designs for 8th and 23rd Avenues, as well as community outreach approach for those corridors
- ▶ Final report: June 2016



District 2 – Planning (Transportation Authority) Managing Access to the Lombard "Crooked Street"

- ▶ **\$100,000 allocated**
- ▶ **Identify and evaluate options to manage circulation while maintaining street's character, managing vehicle and pedestrian congestion, and avoiding spillover effect onto adjacent streets**
- ▶ **Completed data collection and analysis to develop existing conditions report**



District 2 – Planning (Transportation Authority) Managing Access to the "Crooked Street"

- ▶ **Initial outreach regarding existing condition findings and universe of potential solutions: January-February 2016**
- ▶ **Develop draft recommendations: February - March 2016**
- ▶ **Additional Outreach: April 2016**
- ▶ **Final report and recommendations: May 2016**



District 2 – Capital (SFMTA) Lombard Street/US-101 Corridor Pedestrian Safety

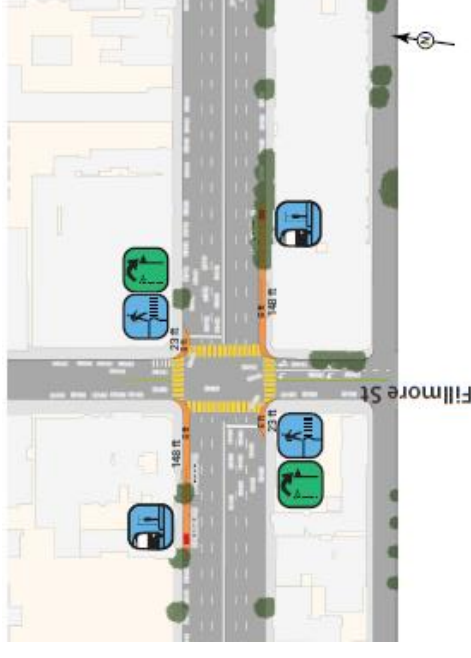
- ▶ **\$400,000 allocated**
- ▶ **Fully funds design phase for pedestrian and transit improvements, ahead of Caltrans paving project in 2018**
- ▶ **Scope includes 19 new bus and pedestrian bulbouts along Lombard**
- ▶ **SFMTA completing conceptual engineering**
- ▶ **Design includes feedback from earlier rounds of community outreach**



District 2 – Capital (SFMTA) Lombard Street/US-101 Corridor Pedestrian Safety

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- ▶ High level of interagency coordination on design, environmental documentation, cost estimation, and construction
- ▶ Prop K funds leveraging Regional Active Transportation Program grant, General Funds, General Obligation bonds for the construction phase
- ▶ Anticipated completion (design phase): July 2016
- ▶ Caltrans paving project anticipated completion: winter 2018/19



District 3 – Planning (SFMTA)

Kearny Street Multimodal Implementation Plan

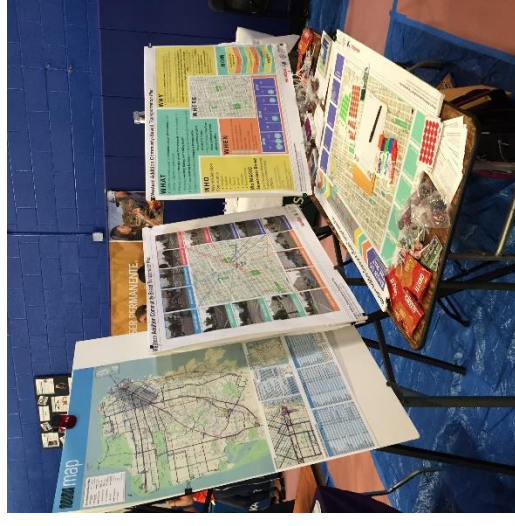
- ▶ **\$100,000 allocated**
- ▶ **Develop conceptual designs to increase pedestrian safety, enhance transit performance, and develop bike facilities**
- ▶ **Kearny and Montgomery (Market to Broadway); Washington and Clay (Stockton to Montgomery)**
- ▶ **SFMTA reviewed existing conditions, developing first round of outreach (winter 2016)**
- ▶ **Final report: Winter 2016/17**



District 5 – Planning (SFMTA)

Western Addition Community-Based Transportation Plan

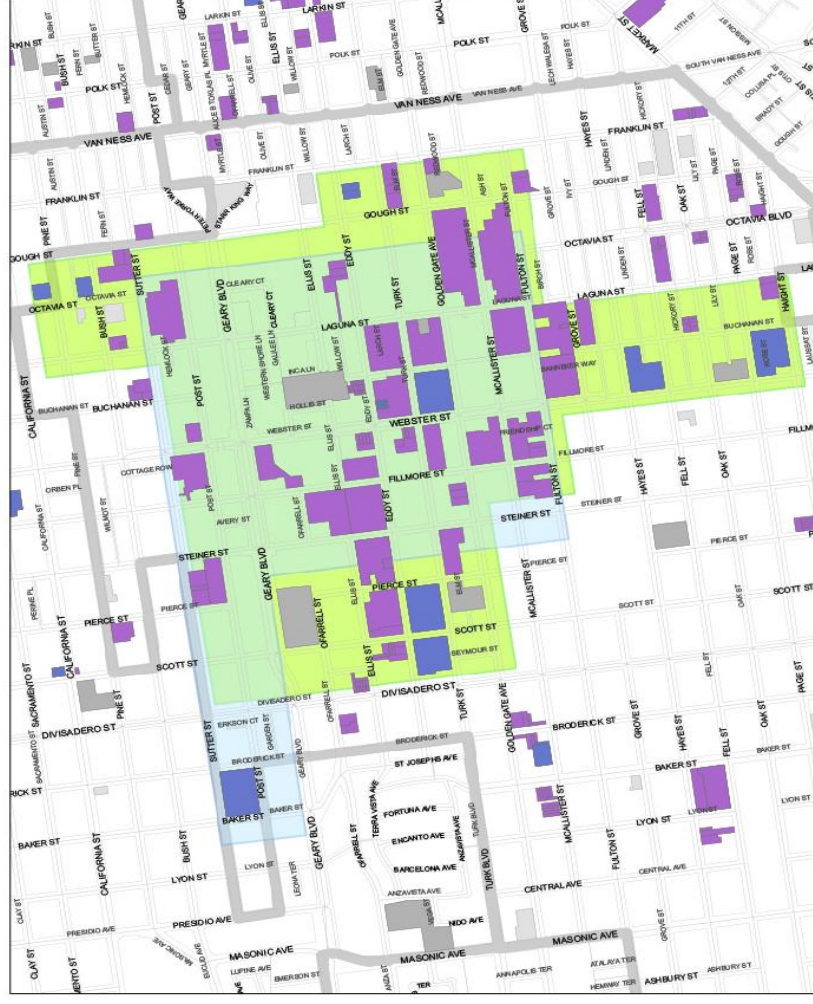
- ▶ **\$100,000 allocated**
- ▶ **Identify key transportation needs and develop project concepts to address those needs**
- ▶ **Focus on pedestrian safety and security**
- ▶ **improvements throughout the project area**
- ▶ **NTIP funds leverage additional Prop K and community-based planning grant from MTC**



District 5 – Planning (SFMTA)

Western Addition Community-Based Transportation Plan

- ▶ SFMTA partnering with Mo’Magic on community outreach
- ▶ Completed outreach events have helped to define planning project’s goals and priorities
- ▶ SFMTA completed existing conditions analysis
- ▶ Nearing completion second round of outreach, feedback from which will lead to draft conceptual designs
- ▶ Final report: March 2017



District 7 – Planning (Planning Department)

Balboa Area Transportation Demand Management Study

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- ▶ **\$100,000 allocated**
- ▶ **Develop recommendations for TDM measures to minimize impacts of development and activity in the area**
- ▶ **Planning Department has initiated outreach; Consultant contract nearly final; starting data collection, surveys**
- ▶ **Final report: July 2016**

BALBOA AREA TRANSPORTATION DEMAND MANAGEMENT PROJECT
PROJECT AREA



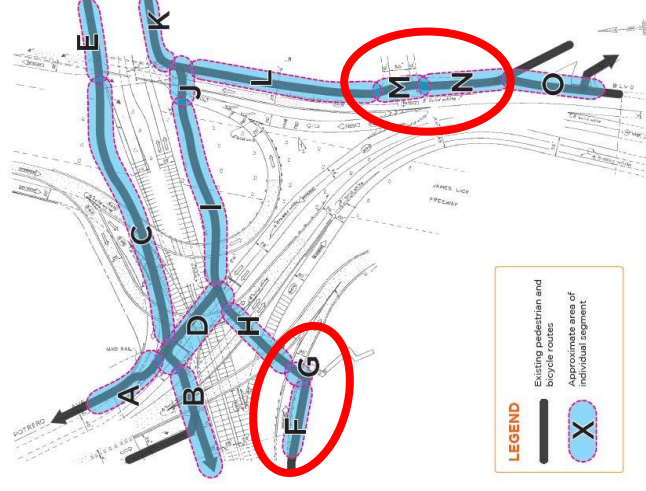
District 9 – Planning (SFCTA) Alemany Interchange Improvement Study

- ▶ **\$100,000 allocated**
- ▶ **Develop pedestrian and bike improvements for area; new connections may include north/south path connecting San Bruno Avenue to Farmer’s Market, new bike lanes**
- ▶ **Transportation Authority convened project team; existing conditions analysis and community outreach in spring 2016**
- ▶ **Final report: October 2016**



District 10 – Capital (SFMTA) Cesar Chavez/ Bayshore/Potrero Intersection

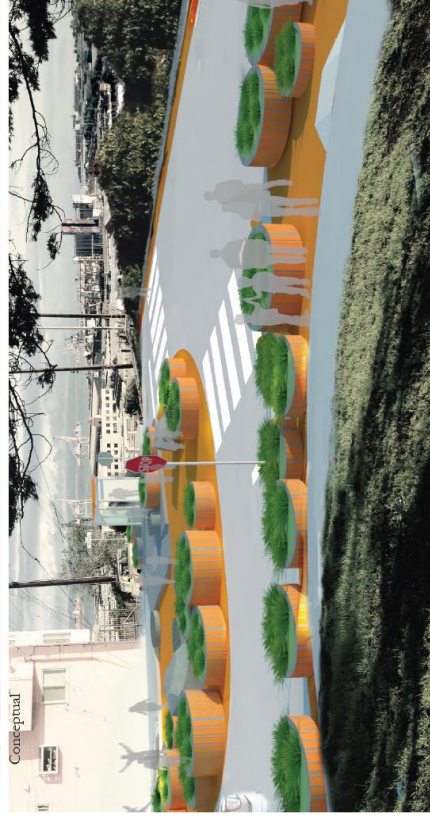
- ▶ **\$100,000 allocated**
- ▶ **Advance design of wider multi-use or separated bike/ped paths, accessibility upgrades, lighting plan for interchange area**
- ▶ **SFMTA held walking audit and meetings with key stakeholders including Supervisor Cohen’s office and SF Bike Coalition, started work on conceptual designs for two segments on Bayshore Blvd, planning outreach to Supervisor Campos’s office**
- ▶ **SFPW surveyed key areas, initiated conceptual lighting plan**
- ▶ **Anticipated completion: June 2016**



District 10 – Capital (Planning Department)

Potrero Hill Pedestrian Safety and Transit Access

- ▶ **\$60,000 allocated**
- ▶ **Construct pedestrian bulbouts with high-impact planting barriers at five intersections**
- ▶ **Project team is developing project charter, which will include revised project schedule**
- ▶ **Anticipated completion: TBD**



Current and Future Scoping Efforts

- ▶ **NTIP Planning funds to be allocated for Districts 4, 6, 8, 10, 11**
- ▶ **NTIP Capital funds for every district**
- ▶ **District 6 (under development)**
 - ▶ **Pedestrian Safety in SOMA Youth and Family Zone (Planning)**
 - ▶ **Golden Gate Buffered Bicycle Lane (Capital)**
 - ▶ **Mid-Block Crossing at Bessie Carmichael School (Capital)**
- ▶ **District 11 (under development)**
 - ▶ **San Jose/Geneva Intersection Improvements (Planning)**
 - ▶ **Excelsior Traffic Calming (Capital)**



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