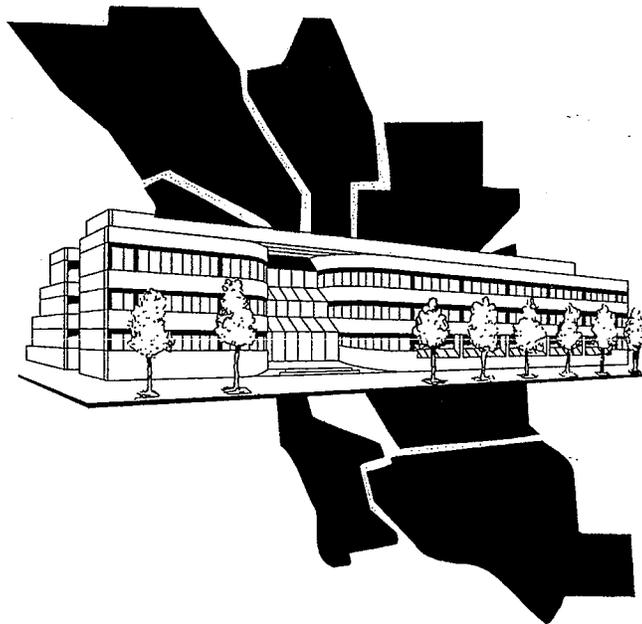


FY 2009 - 10

OVERALL WORK PROGRAM

FOR PLANNING ACTIVITIES IN
THE SAN FRANCISCO BAY AREA



Caltrans *CT*



METROPOLITAN
TRANSPORTATION
COMMISSION



ASSOCIATION
OF BAY AREA
GOVERNMENTS

APRIL 2009

FY 2009-10

OVERALL WORK PROGRAM

FOR THE

SAN FRANCISCO BAY AREA

Rose Jacobs Gibson, President
Henry Gardner, Executive Director
Association of Bay Area Governments
MetroCenter
101 Eighth Street, Oakland, CA 94607
<http://www.abag.ca.gov>

Scott Haggerty, Chair
Steve Heminger, Executive Director
Metropolitan Transportation Commission
MetroCenter
101 Eighth Street, Oakland, CA 94607
<http://www.mtc.ca.gov>

Bijan Sartipi, District Director, District 4
California Department of Transportation
P. O. Box 23660, Oakland, CA 94623-0660
111 Grand Ave, Oakland, CA 94612-3717
<http://www.dot.ca.gov/dist4/>

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List of Transportation Planning Acronyms

AA/DEIS	Alternatives Analysis/Draft Environmental Impact Statement AA has been replaced by MIS
ABAG	Association of Bay Area Governments
AC Transit	Alameda-Contra Costa Transit District
ADA	Americans with Disabilities Act
ADAP	Airport Development Aid Program
ALUC	Airport Land Use Commission
AMTRAK	National Railroad Passenger Corporation
Admin.	Administration Committee (MTC committee)
ARB	Air Resources Board
ASA	Advanced System Applications
BAAQMD	Bay Area Air Quality Management District
BAC	Bay Area Council
BART	San Francisco Bay Area Rapid Transit District
BATA	Bay Area Toll Authority
BCDC	Bay Conservation and Development Commission
BCP	Budget Change Proposal
BHO	Bridge and Highway Operations
CAAA	Clean Air Act Amendments of 1990
Caltrain	Penninsula Commute Service
Caltrans	California Department of Transportation
CAP	Clean Air Plan
CAPH	California Association for the Physically Handicapped
CCCTA	Central Contra Costa Transit Authority
CCMP	Comprehensive Conservation and Management Plan (ABAG)
CBD	Central business district
CEQA	California Environmental Quality Act
CFR	Code of Federal Regulations
CMA	Congestion Management Agency
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CMS	Congestion Management System
COG	Council of governments
Cong. Pric.	Congestion Pricing
CRIS	Cost Revenue Impact System (ABAG)
CRP	Comprehensive Regional Plan (ABAG)
CTC	California Transportation Commission
DMV	Department of Motor Vehicles, California
DOT	Department of Transportation
EBMUD	East Bay Municipal Utility District
EBRPD	East Bay Regional Park District
ECCTA	East Contra Costa Transit Authority

EDP	Early Deployment Plan
EIR	Environmental impact report (state)
EIS	Environmental impact statement (federal)
EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FARE	Financial Accounting Reporting Element
FCAA	Federal Clean Air Act
FHWA	Federal Highway Administration
FRA	Federal Railway Administration
FTA	Federal Transit Administration
GGBH&TD	Golden Gate Bridge, Highway and Transportation District
GIS	Geographical Information System
GPS	Global Positioning System
HEW	Department of Health, Education and Welfare
HIP	Housing Incentive Program
HUD	Department of Housing and Urban Development, U.S.
IGC	Inter-Governmental Council, Santa Clara County
IGR	Intergovernmental Review
IMS	Intermodal Management System
IPG	Intermodal Planning Group
ITS	Institute of Transportation Studies, U.C. Berkeley, or Intelligent Transportation Systems, formerly IVHS
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IVHS	Intelligent Vehicle Highway System; no longer used, now ITS
JARC	Job Access and Reverse Commute Program
JPB	Joint Powers Board (San Mateo County)
LAFCO	Local Agency Formation Committee
LAVTA	Livermore Amdon Valley Transportation Authority
LCC	League of California Cities
LIRAQ	Livermore Regional Air Quality Model
L&GO	Legislation and Governmental Organization Committee, ABAG
LPA	Legislation and Public Affairs committee, MTC
LTEE	Land Use, Transportation, Economic & Environmental
LWV - BA	League of Women Voters - Bay Area
MALDEF	Mexican American Legal Defense Education Fund
MARAD	Maritime Administration, U.S.
MCAC	Minority Citizens Advisory Committee, MTC
MIS	Major Investment Studies
MOU	Memorandum of understanding
MPO	Metropolitan planning organization
MTC	Metropolitan Transportation Commission
MTS	Metropolitan Transportation System

Muni	San Francisco Municipal Railway
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
NORCAL	Northern California Ports and Terminals Bureau
NSF	National Science Foundation (ABAG)
NTIS	National Technical Information Service
OCCUR	Oakland Citizens Committee for Urban Renewal
OEDCI	Oakland Economic Development Council, Inc.
OMB	Office of Management and Budget, U.S.
OPR	Office of Planning and Research, California
OWP	Overall Work Program
OWPA	Overall Work Program Agreement
PAC	Programming and Allocations Committee
P&A	Programming and Allocations committee
PCC	Paratransit Coordinating Council
PCS	Peninsula Commute Service
PEA	Planning Emphasis Area
PENTAP	Peninsula Transit Alternatives Project
PMS	Pavement Management System
POC	Planning and Operations Committee
PTMS	Public Transportation Management System
RAPC	Regional Airport Planning Committee, ABAG/MTC
RIDES	Rides for Bay Area Commuters, Inc.
RPC	Regional Planning Committee, ABAG
RTA	Regional Transit Association
RTCC	Regional Transit Coordinating Council
RTIP	Regional Transportation Improvement Program (state requirement)
RTP	Regional Transportation Plan
RTPA	Regional transportation planning agency
RWQCB	Regional Water Quality Control Board
SAFE	Service Authority for Freeways and Expressways
SAFETEA	Safe, Accountable, Flexible and Efficient Transportation Equity Act of 2004
SamTrans	San Mateo County Transit District
SIP	State Implementation Plan (for air quality)
SMSA	Standard Metropolitan Statistical Area
SPAC	Seaport Planning Advisory Committee, MTC/BCDC
SP&R	State Planning and Research
SPUR	San Francisco Planning and Urban Research
S RTP	Short Range Transit Plan
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TCA	Transportation Coordination and Access (MTC Committee)
TEA-21	Transportation Equity Act for the 21 st Century

TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TETAP	Traffic Engineering Technical Assistance Program
TFCA	Transportation Funding for Clean Air
TIP	Transportation Improvement Program (federal requirement)
TLC	Transportation Land-Use Connection
TMP	Traffic Management Program
TP & D	Transportation Planning and Development Account
TravInfo®	Bay Area Advanced Traveler Information System
TRB	Transportation Research Board, National
TransLink®	Regional single transit pass program
TSM	Transportation Systems Management
UGM	Urban goods movement
USGS	U.S. Geological Survey (ABAG)
VTA	Valley Transportation Authority
West CAT	Western Contra Costa Transit
WRCB	California Water Resources Control Board
WETA	Water Emergency Transit Authority

CHAPTER 1.1: PROSPECTUS

ASSOCIATION of BAY AREA GOVERNMENTS

FY 2009-10

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ABAG PROSPECTUS

I. ORGANIZATION AND MANAGEMENT

This chapter describes inter-agency agreements, agency organization and institutional relationships established among regional and local agencies to carry out regional planning.

A. Institutional Arrangements and Cooperative Agreements

Regional planning in the nine-county San Francisco Bay Area (see Attachment 1 on page 1.1.18) is conducted by ABAG, BAAQMD, RWQCB, BCDC, Caltrans, and MTC. Each agency performs specific planning functions that are coordinated by a series of institutional arrangements and cooperative agreements. ABAG is the comprehensive planning agency for the region, and has negotiated agreements (Memoranda of Understanding/Agreement) with most of the functional agencies to promote coordination and consistency of the planning process, to avoid duplication of efforts and to ensure that all decision-making at the regional level is consistent with ABAG's overall goals and policy framework for the Bay Area. There are two types of cooperative agreements in effect: planning and policy development, and Federal Program Review Memoranda of Agreement (Executive Order 12372). The following is a list of cooperative agreements currently in effect or being negotiated.

1. Combined Policy Development and Project Review Agreements

ABAG and MTC are linked with Caltrans for the transportation planning and project review process through a tripartite agreement. In that document, ABAG and MTC agree to share transportation planning resources for regional land-use planning. MTC agrees to recognize ABAG's adopted Projections as the basis for the preparation of the Regional Transportation Plan (RTP). The agreement has an appendix which identifies the relative responsibilities of ABAG and MTC in airport planning.

2. Policy Development Agreements

ABAG, BAAQMD, MTC and Caltrans are jointly engaged in development and updating of the Region's air quality plans. In this program, ABAG, BAAQMD and MTC are co-lead planning agencies. The BAAQMD is responsible for preparing the State-mandated Clean Air Plan to satisfy the California Clean Air Act. ABAG, BAAQMD and MTC work to prepare air quality plans to meet federal requirements. The ongoing inter-agency air quality planning program involves the public, special interests, and elected officials in planning and implementing air quality planning programs.

3. Memoranda of Agreement

ABAG, as the Areawide Clearinghouse for review of applications for federal grants, had a number of Memoranda of Agreement, required under OMB Circular A-95, Part IV: Coordination of Planning in Multi-jurisdictional Areas. Circular A-95 was rescinded by Executive Order No. 12372 in 1982. New state-designated project review procedures were established as of October 1, 1983. Under these procedures, Memoranda of Agreement required under OMB A-95 remain in effect.

B. Organizational Structure

The Association of Bay Area Governments (ABAG) is the council of local governments formed in 1961 to address regional land use related problems in the San Francisco Bay Region through cooperative action of cities and counties. For planning purposes, the region is defined as the following nine counties: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma. All 101 cities in the Bay Area, and all nine counties, are members of ABAG.

ABAG policy is determined annually by its General Assembly. Delegates to the General Assembly are elected officials from member cities and counties. Each city and county has one vote, and a majority of both city and county votes is required for action. The General Assembly adopts the budget and the annual work program, and reviews policy actions of the Executive Board.

The 38-member Executive Board, made up of local elected officials (representation is based on population), meets bi-monthly to make operating decisions, appoint committees, authorize expenditures, and recommend major policy decisions to the General Assembly. Staff advisor to the Executive Board is the ABAG Executive Director.

See Organizational Structure - Attachment 2 on page 1.1.20.

C. Committee Structure

Three categories of committees serve the Executive Board.

1. Standing Committees and Responsibilities

Standing committees, except for the Regional Planning Committee (RPC) as described in (d), below, are composed entirely of elected officials (with the exception of representatives of the City of San Francisco as provided in the Bylaws).

- a. The Administrative Committee ensures internal communications among ABAG standing committees and acts for the Executive Board in the months that the Board does not meet. The Executive Director provides staff services.

- b. The Finance and Personnel Committee of the Executive Board is specified in the Bylaws. Its responsibilities deal with financial, administrative and personnel matters. The committee reviews and monitors expenditures and prepares and recommends personnel policies and budget. The financial and budgetary status of the Association is reported to the General Assembly. The Finance Director provides staff services.
- c. The Legislation and Governmental Organization Committee studies and develops recommendations for General Assembly and/or Executive Board approval on ABAG's goals, legislative program, organization, and all aspects of existing and future regional organizations. It studies and makes recommendations on proposals for governmental reorganization. It reviews current federal and state legislation impacting member governments and regional planning. Its membership is geographically balanced and includes representation from large to small jurisdictions. The Communication and Government Affairs Officer provides staff services under the direction of the Assistant Executive Director.
- d. The Regional Planning Committee (RPC) is responsible for developing comprehensive planning policies and procedures for General Assembly and Executive Board approval. It initiates regional and subregional activities related to conservation and development, reviews reports and plans prepared by joint policy committees, task forces, and advisory committees, and makes recommendations regarding regional planning policy. Representation includes local elected officials from all nine Bay Area counties and from regional agencies to ensure coordination during plan development. The RPC also includes the following special and public interest representation: Business, Economic Development, Environment, Housing, Labor, Minorities, Public Interest, Recreation/Open Space, Special Districts, Redevelopment Agencies, Education and the Silicon Valley Manufacturing Group. The Planning Director provides staff services.

2. Interagency Committees and Responsibilities

Interagency committees are standing committees with responsibilities and staffing from ABAG and other governmental organizations. They submit recommendations concerning specific plan content.

- a. The Joint Policy Committee (JPC) was established by a joint ABAG/MTC Task Force in December 2003 to facilitate progress relative to regional issues. In 2004, Senate Bill 849 called for the addition of the BAAQMD to the JPC. Since that time, the Bay Conservation and Development commission (BCDC) has become a formal member of the JPC. The JPC coordinates the regional planning efforts of ABAG,

BAAQMD and MTC and pursues implementation of the Bay Area's Smart Growth Vision. In 2005, the JPC adopted a Consolidated Work Program for Implementing and Refining the Bay Area's Smart Growth Vision. In 2007 and 2008 the JPC has been providing feedback and guidance for FOCUS, a voluntary, incentive-based development and conservation strategy for the Bay Area. Also in 2007, the JPC completed a six month study of climate change strategies. The JPC has twenty voting members; including five from each agency's governing board. The Secretary of the State of California's Business, Transportation and Housing Agency is an ex officio member.

- b. The Regional Airport Planning Committee is a joint committee of ABAG, BCDC and MTC that studies and makes recommendations regarding airport development, policies, and proposed legislation. It also monitors, updates, and refines the Regional Airport System Plan, and formulates policy guidelines for an aviation element in MTC's Regional Transportation Plan.

3. Task Forces and Advisory Committees

Task forces and advisory committees, usually of limited duration, are established to provide policy direction in specific subject areas. Members may be elected or non-elected officials of member jurisdictions or citizens with special expertise or from target stakeholder or interest groups. Every attempt is made to obtain ethnic and racial diversity among participants.

In addition, technical advisory committees, with membership of technicians, professionals and/or citizens with special expertise, are assembled as required, by ABAG's management staff. These committees have, in the past, focused on household and employment forecasts, air quality, housing supply and affordability, homelessness, economic development, water quality, solid and hazardous waste management, and earthquake preparedness issues.

D. Policy-making Process

ABAG's policy-making process involves local elected officials on standing committees who study, develop, and recommend regional policies and implementation programs for approval by the Executive Board and General Assembly.

Regional issues are also raised by individual city or county members of the Executive Board. Requests for initiation of study and policy development activities are considered by the Executive Board and, if accepted, referred to appropriate standing committees or a task force or advisory committee of elected officials and public members that may be formed for the duration of a study.

Implementation of regional policies, plans, and programs is effected by local units of government acting individually or jointly. Consistency of local government actions with

regional objectives is assured by actively involving local decision-makers in each step of the regional planning process. The plan and project review function provides the opportunity for ABAG to assist local governments in the coordination of efforts to better serve local needs and to implement regional goals and objectives.

II. MAJOR PROGRAMS

A. Regional Planning/Implementation

Analytic, Data and Information Services - The foundation of effective public policy is good analysis. Critical to good analysis is the maintenance and constant update of ABAG's various data bases: land use, employment and income and demographics, and the tools to evaluate that data. These data bases serve as the basis for forecasts that are used by local planning organizations, the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (Caltrans) for travel forecasts. This data is used in a set of regional models to produce demographic, economic forecasts that define future land use patterns. Because they have implications for a variety of local actions that go hand in hand with transportation planning, they greatly concern local jurisdictions, and variety of groups that represent interests within the region.

Working closely with MTC has always been critical, but recent state legislation (SB 375) requires a greater level of coordinated land use and transportation modeling and planning in the next Regional Transportation Plan. ABAG will be responsible, along with MTC, for a Sustainable Communities Strategy. While our current demographic, economic and land use forecasting efforts will form the basis of this strategy, it will require better coordination with transportation modeling, scenario analysis and significant public outreach, negotiation and discussion.

ABAG will be making substantial improvements to its models during the 2009-2010 fiscal year in anticipation of the next Regional Transportation Plan. ABAG will also be working with MTC to coordinate our computer models to insure appropriate levels of consistency..

Because of the complexity of the changes to the regional planning process envisioned in SB 375, ABAG and its regional partners will begin outreach on this issue in Fiscal 2009-10, as the state develops regional climate change goals, and local jurisdictions work on related climate change issues. We will be taking the opportunity to build on a strong outreach effort that has been made for the Projections 2009 forecast.

SB 375 also requires that the RTP and Sustainable Communities Strategy be coordinated with the Regional Housing Need Allocation Process (RHNA) process. ABAG's Executive Board adopted the final 2006-2014 RHNA numbers in November 2008. Local jurisdictions must have approved housing elements for their general plans by June 2009. ABAG has provided technical assistance and information to local jurisdictions to assist state planning and reporting requirements. These efforts include an annual housing report and conference, and a survey of housing production. In Fiscal 2009-10 ABAG will continue to provide that assistance as SB 375 also changes the requirements for RHNA to

require consistency with the Sustainable Communities Strategy to be developed as part of the next Regional Transportation Plan.

Planning Services - Over the years, ABAG has developed a broad base of staff expertise in smart growth, land-use, housing, economic development, environmental quality and protection, and earthquake preparedness and recovery planning. These capabilities are focused on providing leadership in the Bay Area relative to regional land-use planning and sustainable growth and assisting local governments with complex local and regional planning issues. Products include preparation of conservation and development strategies and plans, position and issue papers, workshops, conferences and seminars on timely regional topics, and review of federal grant applications and development projects...

Implementation of FOCUS, the Bay Area's Regional Blueprint Plan - a multi-agency initiative led by the Association of Bay Area Governments with support from MTC as well as BAAQMD and BCDC is gaining momentum and is being advanced in coordination with the development of Transportation 2035 - the Regional Transportation Plan, Projections 2009, and the Regional Housing Needs Allocation (RHNA). FOCUS encompasses 120 preferred areas for development (Priority Development Areas or PDAs) and 98 conservation (Priority Conservation Areas or PCAs) and directs financial incentives, resources, and support to those areas. Together, the PDAs represent approximately three percent of the region's total land area but have self-identified the capacity to accommodate more than half the region's projected housing growth to 2035.

The FOCUS Initiative emphasizes planning for complete communities, not just for isolated infill projects. Complete communities are more effective at moderating traffic and growth in Vehicle Miles Traveled (VMT) because residents can walk and bike to many everyday needs and connections to transit are enhanced. Successful projects can serve as models to other jurisdictions developing compact communities and help to further regional goals. FOCUS and the linked regional programs related to transportation, housing, and modeling described above provide the 9-county Bay Area with a solid base upon which to implement SB375 in the region.

In July 2007 over 50 local government entities in the region expressed interest in having PDAs in their city or county. In November 2007, the ABAG Executive Board adopted the nominated Priority Development Areas.

Air Quality - For nearly twenty years, ABAG has worked cooperatively with the BAAQMD and MTC in developing regional air quality plans to meet federal Clean Air Act requirements. ABAG has supported plan implementation by assisting cities and counties to incorporate air quality supportive measures into their policies and programs. - ABAG coordinates with MTC and the BAAQMD to monitor and support implementation of the region's Clean Air Plan (CAP) to meet 1988 California Clean Air Act Requirements. The region is required to update the CAP every three years. To help the region attain the state ozone standard, ABAG has taken a leadership role in regional efforts to promote "smart growth" through the FOCUS Initiative, a smart-growth based RHNA methodology and policy-based *Projections*.

Water Quality - Established in 1987, the San Francisco Estuary Project is a federal-state-local partnership working to restore water quality and manage the natural resources of the San Francisco Bay-Delta Estuary while maintaining the region's economic vitality. Mandated under the federal Clean Water Act's National Estuary Program, the Estuary Project oversees and tracks implementation of the *Comprehensive Conservation and Management Plan (CCMP)*, a blue print for action to protect, enhance, and restore the Estuary. The Governor and US Environmental Protection Agency Administrator approved the *CCMP* in 1993.

The San Francisco Estuary Project and its partners completed many projects and activities in 2008 that support the Project's mandate to protect, enhance, and restore the San Francisco Bay-Delta Estuary through implementation of actions in the Comprehensive Conservation and Management Plan (CCMP). Continuing the important work of the recent past when the Project completed a comprehensive review and update of the 1993 CCMP, we initiated a Strategic Planning review. The strategic planning objective was to refine our efforts and direct attention to the top regional environmental priorities facing the Estuary.

The Project ably supported the highly successful Fifth Biennial CalFed Science Conference held in October 2008, attended by over 1200 managers and scientists. The Project is managing over 30 grants and contracts totaling over \$20 million directed at reducing pollutants, improving stream protections, decreasing watershed erosion, improving subtidal habitats of the Bay, improving stormwater quality, increasing the function and extent of bay wetlands, and improving public understanding of Clean Water Act issues.

In Fiscal Year 2009-10 the San Francisco Estuary Project will:

Continue to focus efforts on projects that help to restore and protect our natural resources while seeking to make our estuarine environments more resilient to the pending changes from climate change. The Project will manage over 20 new on-the-ground projects which together will improve the estuary's wetlands, wildlife habitat, water use efficiency, science for decision-making, and public understanding of the issues and opportunities facing our estuarine environment. View a description of these projects at www.sfestuary.org. In addition to the on-going projects listed above that will continue through the next year, the Project will be:

- Organizing and presenting the ninth biennial State of the Estuary Conference in September with over 800 expected attendees;
- Working with the Urban Pesticide Committee to reduce pesticide use in urban creeks;
- Writing/publishing the 2010 State of the Estuary Report;
- Working with partners, developing the application of the State's Watershed Assessment Framework as a tool for integrating and communicating watershed health indicators for the San Francisco Estuary, as part of the CALFED Bay-Delta program

- Working with BCDC, the California Coastal Conservancy, and NOAA on the San Francisco Bay Subtidal Habitat Goals Project, a collaborative interagency effort to establish a comprehensive and long-term management vision for protection, restoration, and appropriate use of San Francisco Bay Subtidal habitats;
- Implementing LID storm water and flood protection projects in the West Coast Estuaries Initiative grant including wetland restoration in City of Hercules, stream restoration in City of Pinole, monitoring replacement of impermeable pavement in San Mateo County and training students in wetland restoration; and
- Initiating work on 17 local projects across the estuary through \$5 million in grant funds recently awarded by the US EPA.

Earthquake and Hazard Preparedness and Recovery Planning - ABAG's Earthquake and Hazards Program focuses on identifying actions that can be undertaken by local governments, residents, and businesses to mitigate hazards and prepare for disasters. Together, these actions will work toward the regional goal identified in the Local Hazard Mitigation Plan for the Bay Area adopted by both ABAG and MTC - to maintain and enhance a disaster-resistant region by reducing the potential loss of life, property damage, and environmental degradation from natural disasters, while accelerating economic recovery from those disasters. ABAG continues to produce hazard maps, together with understandable documentation predicting functionality of our housing and transportation systems following major earthquakes and other disasters. ABAG also was instrumental in preparing large portions of the report "Putting Down Roots in Earthquake Country" that has been distributed to over one million Bay Area residents.

Also during 2004-5 and 2005-6, ABAG developed a multi hazard Local Hazard Mitigation Plan (LHMP) for the local governments of the Bay Area. This LHMP outlines numerous "best practices" for furthering hazard mitigation. During 2006-07 ABAG continued to search for new opportunities to use existing expertise to further national goals for improved pre-disaster mitigation and homeland security, particularly related to regional transportation systems, particularly airports.

In Fiscal Year 2009-10 Earthquake Preparedness and Recovery Planning will implement the following projects:

- Infrastructure and Environment in Levee Areas – Identify critical water supply, transportation, and other infrastructure systems located in vulnerable areas protected by inadequately designed levees and work to develop cost-effective and environmentally sensitive disaster mitigation strategies for these systems.
- Housing – (1) Develop ways for ensuring better quality of earthquake retrofitting of single-family homes on unanchored and unbraced "cripple walls and (2) inventory and encourage retrofit of multifamily housing in "soft story" buildings).
- Economy – Advocate the mandatory retrofit of unreinforced masonry buildings in the downtown areas of cities.

- Government Services – Promote (1) adoption of hazard mitigation planning by additional local governments and (2) true recovery planning on the part of all local government departments, not just emergency services.
- Recovery Planning – Continue to prepare the Regional Planning Committee to serve as the Bay Area’s Regional Recovery Planning Body to address major issues pertaining to recovery planning across the region in the weeks, months, and years following a major disaster.

Bay Trail Development - The San Francisco Bay Trail Project, staffed by ABAG and funded by ABAG, MTC, and State park bonds assists cities, counties and special districts around the region with planning, design and construction funding to complete a 500-mile trail system along the Bay shoreline. With 288 miles in place, the trail connects 47 shoreline cities to the Bay, to each other, and to more than 130 parks, shoreline interpretive and recreational facilities, wildlife preserves and public open spaces.

ABAG staff planners work to ensure that the trail is incorporated into local general plans; city, county and regional bike plans; and shoreline development projects. Bay Trail staff has helped refine the design for public access within or adjacent to several large-scale improvement projects, including Eastshore State Park (Emeryville, Berkeley, Albany, and Richmond), Oakland’s Waterfront Pathway, Hunter’s Point Naval Shipyard (San Francisco), Highway 237, and Highway 101. Bay Trail staff also is working to incorporate public access into plans for the conversion of seven military bases around the region, as well as the South Bay Salt Pond Restoration area, North Bay wetlands, and across all major toll bridges.

The Bay Trail Project accomplished several major tasks in 2007: a new three million dollar grant program was launched for Bay Trail planning and construction projects; the Bay Trail maps were updated to reflect new trail segments, waterfront destinations, and recommended hikes/bike rides; the project received an increased grant award of \$170,000 from MTC’s bridge toll funds and \$60,000 from ABAG for administration of the project; and closer coordination with the Bay Area Ridge Trail Council, including a joint grant application for completion of the Carquinez Strait Scenic Loop Trail.

In Fiscal Year 2009-10 the San Francisco Bay Trail will:

In partnership with the Coastal Conservancy, solicit, review and award grants to local jurisdictions for planning, design and construction of Bay Trail segments under the new \$3 million grant program provided through Proposition 84.

- Administer planning, design, and construction grant contracts.
- Continue to update and use the Gap Analysis Study data to identify and
- initiate new spending opportunities and new Bay Trail grants.

- Finalize opportunities for new Bay Trail segments through continued participation in the South Bay Salt Pond Restoration Planning Process.
- Develop new research programs to expand on the Wildlife and Public Access Study.
- Continue to work with ABAG's FOCUS Initiative and MTC's Regional Transportation Plan update to highlight trails as components of a sustainable region and a regional transportation system.
- Advocate for bicycle and pedestrian access to and across Bay Area toll bridges, including the west span of the Bay Bridge and the Richmond-San Rafael Bridge as well as safe and seamless connections to the Carquinez, Benicia-Martinez, and East Span Bay bridges.
- Initiate a Regional Sign Installation Plan to identify locations for consistent installation of new signs along completed sections of the Bay Trail.
- Publish the Bay Trail Rider newsletter; establish an updated, functional Bay Trail website; meet regularly with elected officials, agency and local government staff, and media contacts; and plan and host trail dedications and other public events.

B. Local Services

Technical Assistance - Drawing on capabilities developed in ABAG's planning and service programs, technical assistance is made available to local and state governments and the private sector in accord with ABAG's policies on cost reimbursement. Services include: data development and analysis; assistance in developing plans and plan elements; conducting special studies and demonstrations, and report preparation, media consultation and support and GIS.

Capital Finance - In the early 1980's ABAG initiated a cooperative credit pooling arrangement for financing the capital needs of member governments. The program enables local agencies to efficiently finance public capital improvements through tax-exempt debt. Through this program public agencies are able to save by sharing costs associated with issuing the certificates. ABAG Financial Services Programs were later expanded to include a medium-term, variable-rate capital financing program called PEARL (Pooled Exempt Adjustable Rate Leases). In 1993 ABAG launched SABR (Special Assessment Bond Round-up) which allows pooled financing of Special Assessment and Mello-Roos Bond issues. ABAG Financial Services also provides programs for the pooled issuance of Tax Allocation Bonds (Cal-Rap Program) and Water and Wastewater Revenue Bonds. ABAG is also assisting with the financing needs of non-profit agencies and other developers serving its member communities through the ABAG Finance Authority for Nonprofit Corporations (the "Authority"). To date the authority has issued more than \$3.6 billion in tax exempt financing on behalf of hospitals, schools, social service providers and affordable housing projects.

ABAG Power - ABAG Publicly Owned Energy Resources (ABAG POWER) is a separate joint powers agency (JPA) formed under ABAG to acquire energy on behalf of local governments, as well as provide energy management and telecommunication services. ABAG POWER currently offers natural gas aggregation to 38 local governments and special districts in the PG&E service territory. ABAG POWER provides a public sector approach to pooled purchasing, and each public agency is guaranteed a voice in program operations and decisions through its representative to the ABAG POWER Board of Directors and Executive Committee. ABAG POWER is also working on plans to expand energy conservation services to local jurisdictions through implementation of energy efficiency and energy management programs.

The natural gas purchasing pool (Gas Aggregation Program) has now completed its tenth year of operation. ABAG POWER purchases natural gas on agencies' behalf and arranges for it to be delivered to the PG&E system for distribution to members. The goal of ABAG POWER's Natural Gas Program is to provide both cost savings and price stability. This goal is different from that of PG&E which is incentivized only to provide low cost gas on a near-term (monthly) basis.

Natural gas costs are expected to remain high in the near future. There are many factors that can cause significant price volatility, including: abnormal weather patterns, increased demand from gas-powered electric generators, and restrictions in gas transportation capacity and/or imports.

The following items represent the primary benefits provided to members of ABAG POWER:

- Potential energy cost savings.
- Natural gas price stability
- Cooperative approach to energy conservation programs and services

ABAG PLAN (Pooled Liability Assurance Network) Corporation - Since 1985, a time of crisis for local governments due to a lack of affordable insurance, ABAG has provided risk management and insurance services to local governments. The results have been impressive, with the ABAG PLAN Corporation now providing property and liability insurance to 31 cities and towns in the Bay Area. The PLAN has grown to achieve assets in excess of \$40 million and has returned over \$20 million to its members in dividends. In addition, the SHARP pool has been providing affordable Workers Compensation insurance to member cities and districts, especially important in this time of double and triple digit increases in premiums.

ABAG PLAN Portfolio Management - ABAG PLAN assets will top \$42 million this fiscal year and continues to maintain an actuarial confidence level in excess of 90 percent. Since 1990, ABAG PLAN has returned an unprecedented \$20 million in equity to cities for practicing sound risk and claims management.

AbagOnline: abagOnline was created in 1994 to help local governments participate in the Internet and to enable an Internet-based system of freely accessible government information to Bay Area citizens, using personal computers and on-line databanks. Today abagOnline, at <http://www.abag.ca.gov>, contains thousands of pages of documents and maps. And, abagOnline provides official direct links to over 200 Bay Area public agencies with a presence on the World Wide Web. Local government listings on abagOnline include cities, counties, regional agencies and special districts, libraries, schools, and State and Federal web sites.

abagOnline provides a public repository of information on a variety of ABAG projects including: Smart Growth, Bay Area Alliance for Sustainable Development, Bay Area Dioxins, the San Francisco Bay Trail, the San Francisco Estuary Project, the Bay Area Green Business Program, the ABAG Data Center projections, and earthquake information. Earthquake shaking hazard maps, which identify areas at risk of building damage, are the most popular attraction at abagOnline.

ABAG provides Internet hosting services for the Web pages of Bay Area public agencies. This program was initiated in 1994 with the creation of abagOnline. The hosting services allow public agencies to create quickly an informative, online presence without the complications and bother of dealing with Internet connection technology. Members may concentrate on Web page content rather than worry about technical details. Currently 28 public agencies are hosted on abagOnline

abagOnline continues to expand our region-wide land use and planning data on a publicly accessible online geographic information system, which may be found at <http://gis.abag.ca.gov>.

C. **Training Center**

The ABAG Training Center has been offering courses to local government staff and the public since 1979. Thousands of students have taken classes in the topic areas of environmental management, computer technology, planning, and management.

In 1999, the ABAG Training Center began the Online Hazmat School, <http://www.hazmatschool.com>, focusing on Occupational Safety and Health Administration (OSHA) and Department of Transportation (DOT) required safety training. The Online Hazmat School now offers 29 courses and trains more than 5,000 students annually.

During the coming year, ABAG Training Center will continue to, expand and update online courses..

D. Conference Services

ABAG conference services offer conference organization, logistics and production assistance to public and private sectors. ABAG has produced conferences, workshops and training programs for as many as 10,000 people and as few as 25. ABAG conference services offer complete packages from concept to delivery including announcements, organizing and development conference materials and registration.

E. Citizen Participation

The goal of ABAG's citizen participation program is to involve Bay Area residents in regional and sub-regional planning, and to ensure two-way communication. ABAG is dedicated to informing citizens of its research, planning programs and services as well as encouraging citizen involvement in the development of those activities. As an integral

- To ensure that citizen involvement in ABAG decision-making is timely and that ABAG activities and policies are communicated to a regional audience;
- To employ modern communication techniques to reach the members and public through print and electronic media, to obtain greater public understanding of regional issues, and encourage inquiries and public contact with the agency;
- To utilize the Internet, through abagOnline, to disseminate ABAG information nationally and internationally as well as locally, regionally and statewide;
- To work with libraries, schools, community organizations, and other government agencies on cooperative educational programs, to expand the numbers of informed and involved citizens;
- To assist the ABAG staff in planning, coordinating, and facilitating of meetings, conferences, seminars and General Assembly, to ensure wide public involvement; and
- To create, promote and produce special events to involve the public directly in ABAG programs.

F. Equal Opportunity

ABAG maintains a fundamental commitment to achieving a more equitable distribution of the region's resources among Bay Area residents. Particular effort is given to improving resource accessibility and service to disadvantaged populations. The Affirmative Action Officer monitors, reports progress, and advises the Executive Director regarding annual objectives. Outreach to ethnic minorities remains part of ABAG's recruitment efforts. Training and advancement of ethnic minorities, women, and the disabled remain high among ABAG priorities. Also, the Agency remains committed to other components of its overall Affirmative Action Program including contracting with minority consultants and banks, and minority involvement in ABAG policy bodies and committees. ABAG is also committed to increasing opportunities for workers with disabilities.

The Regional Plan for the San Francisco Bay Area includes the following Equal Opportunity policies:

- a. Citizen participation and input in regional decision-making. Alienation must be avoided. Minorities, especially low income minorities, tend to have minimal participation in the political process at all levels. They should be brought into the areas of political decision-making as much as possible.
- b. Gaining and maintaining Economy/efficiency through units of government that deliver effectively such services as sanitation, police and fire protection, recreation, as well as health and welfare services.

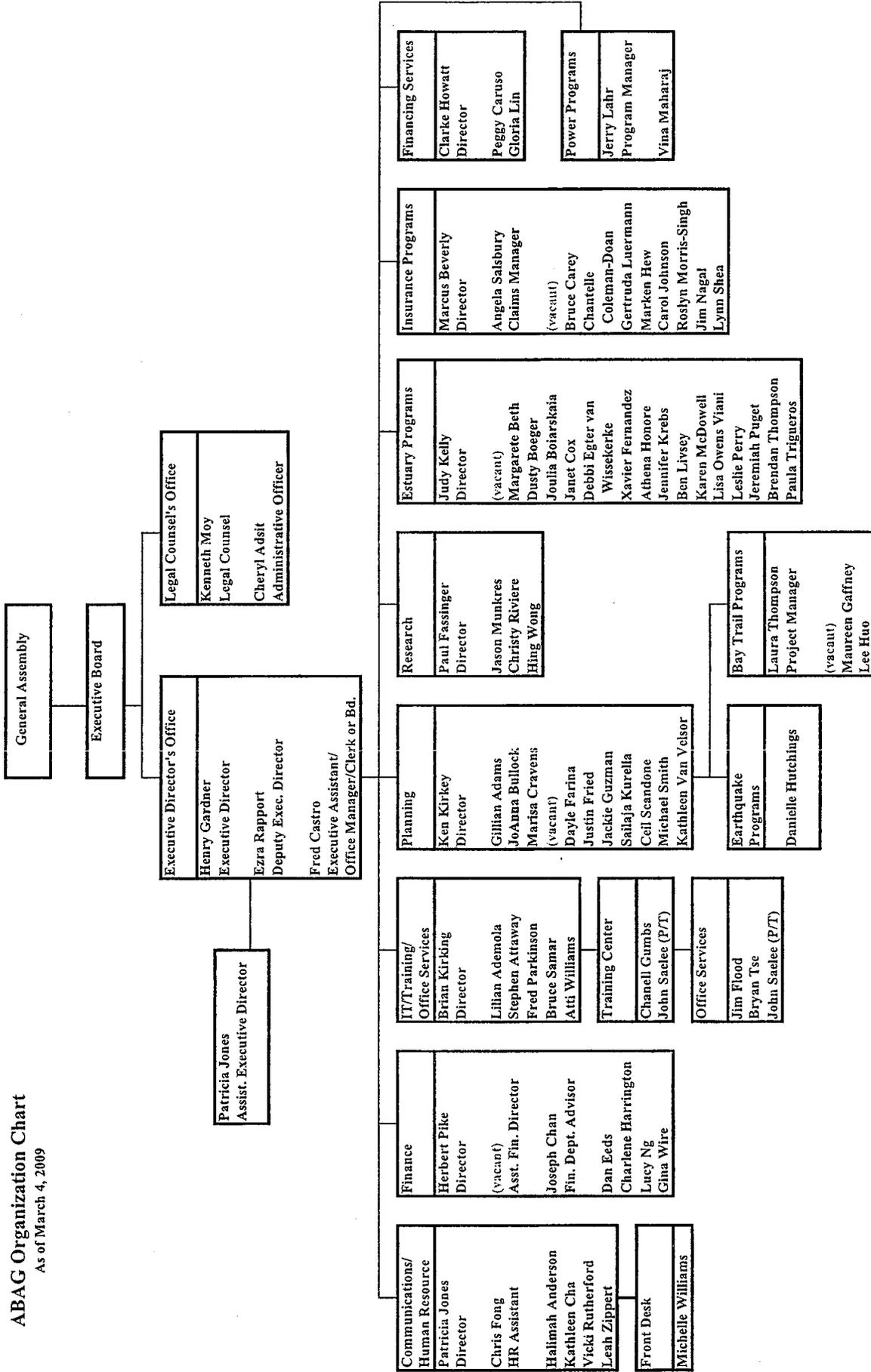
- c. Legitimacy. In order for the preceding values to be maximized in a system of regional governance, the system must be perceived as legitimate. This can come about only if the economic and social needs of low income and minority people are made an explicit part of regional objectives, policies, and actions.
- d. Indian Tribes. Continue to meet with the Bay Area Tribal Summit to share information about FOCUS and other planning initiatives that may be of interest to tribal governments. Continue to send announcements about upcoming conferences and workshops to the tribal governments.

ATTACHMENT 1
San Francisco Bay Area Map



Association of Bay Area Governments © 1998

ABAG Organization Chart
As of March 4, 2009



METROPOLITAN TRANSPORTATION COMMISSION

CHAPTER 1: MTC PROSPECTUS

**FINAL
FY 2009-10**

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Attachments

Attachment 1 : MTC Staff Organization chart

MTC PROSPECTUS

I. Introduction and Purpose

The Overall Work Program (OWP) guides the collaborative metropolitan transportation planning process which involves the Metropolitan Transportation Commission (MTC), the Association of Bay Area Governments (ABAG) and the California Department of Transportation (Caltrans), as well as more than 150 partner organizations in the nine-county San Francisco Bay Area Region (Region). Specifically, the OWP establishes the transportation planning objectives to be achieved and assigns the institutional responsibility and funding to complete the work for the Region. The OWP structure includes:

Section I - PROSPECTUS: In this section, ABAG and MTC outline objectives and institutional arrangements, as well as the schedule to achieve these objectives;

Section II – UNIFIED PLANNING WORK PROGRAM: In this section, ABAG, Caltrans and MTC describe specific activities to be undertaken during the year to accomplish the objectives; and

Section III – BUDGET: This section summarizes the regional planning funds available to ABAG and MTC during FY 2009-10.

The federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) requires metropolitan planning organizations (MPOs) to work cooperatively with CMAS, Local Cities, state and public transit operators etc. to develop regional transportation plans and transportation improvement programs (TIPs) for urbanized areas of the state. The plans and programs are intended to further the national interest: to encourage and promote the safe and efficient management, operation, and development of surface transportation systems. These systems should serve the mobility of people and freight, and foster economic growth and development within and through urbanized areas, while minimizing transportation-related fuel consumption and air pollution.

The Region produces two documents—updated periodically—that comply with federal legislation requirements: the *Regional Transportation Plan* (RTP) and the *Transportation Improvement Program* (TIP). The RTP update is being adopted in April 2009 and the 2009 TIP was adopted September 2008. As stipulated in SAFTEA, these documents provide for the development and integrated management and operation of transportation facilities that function as a system for the intermodal transportation system for the region; as well as the state and national intermodal transportation systems. The plans and their projects embody the eight SAFTEA planning factors as follows:

- support the economic vitality of the region, especially its global competitiveness, productivity and efficiency;
- increase the safety of the transportation system;
- increase the security of the transportation system;
- increase accessibility and mobility for people and freight;

- protect and enhance the environment;
- enhance transportation system integration and connectivity;
- promote efficient management and operation, and
- emphasize the preservation of the existing transportation system.

This OWP describes the tasks and products proposed by the region to implement the transportation system and services articulated in SAFETEA and goals embodied in MTC's RTP.

II. Bay Area Implementation of FY 2009-10 Planning Emphasis Areas

Overall Approach: Planning for the region's future mobility is the central concern of the multiple transportation agencies in the Bay Area, from planning and programming through operations and maintenance. The transportation system in the Bay Area is complex, with many interrelated functions, ownership and areas of responsibility. Addressing these complexities, MTC has: (1) adopted the RTP with eight regional transportation system goals; (2) established The Bay Area Partnership, a regional Joint Policy Committee, the Emergency Response Program and various MTC advisory committees. These groups are made up of a working consortium of federal, state, tribal regional and local agencies involved with general planning, transportation, congestion management, land use planning, air quality management, transit operations, airport and seaport planning, transportation regulations, law enforcement as well as representatives of the freight industry, Tribal governments and public transit users; (3) adopted a process to assess performance for those projects included in the RTP and TIP; and 4) assess performance of transit operators and the region's overall transportation system. These four elements of planning, institutional collaboration and financial decision-making constitute the overall approach to implementing SAFETEA provisions in the region. Indeed, the elements also provide an overall framework for implementing eight regional transportation goals articulated in the RTP: (1) maintenance and safety, (2) reliability, (3) security and emergency management, (4) livable communities, (5) clean air (6) efficient freight travel, (7) climate protection, and (8) equitable access.

Planning Emphasis Areas in the OWP: Per the MPO OWP Guidance issued by Caltrans for FY 09-10, there will not be any federal PEA's for FY 09-10. The FHWA has developed four California PEAs as follows:

- Financial Planning and Fiscal Constraint
- Congestion Management Process and Management and Operations
- Work Program Development
- Coordination of SIP Development

The discussion below highlights the areas in MTC's work program that relate to the PEAs.

Financial Planning and Fiscal Constraint

Rehabilitation and maintaining and operating our existing transportation system have been ongoing Commission priorities as reflected in the RTP. Transit, road maintenance and operations comprise about 85% of the RTP expenditures in the plan's financially constrained element. MTC uses a sophisticated Pavement Management System and Transit Finance Plan to develop long-range maintenance needs for roads and transit systems.

Based upon SAFETEA-LU requirements and recent financial planning guidance, the California division office has identified several areas for continued improvement related to this issue. The Planning Team staff will be working closely with the MPOs to be certain that both regulatory requirements and sound planning practice are observed. These include:

1. reflecting project costs and project phase costs in year-of-expenditure dollars;
2. properly reflecting advance construction projects and their conversion to federal-aid funding in the FTIPs and FSTIP;
3. assuring that project costs have been updated to reflect the latest available information and include an estimate of the total project cost; and,
4. reflecting the estimated costs of constructing, maintaining and operating the total (existing plus planned) transportation system, including portions of the system owned and operated by local governments, in financial plans.

Consistent with the Federal planning regulations for statewide and metropolitan planning (23 CFR 450 and 500) (which reflects the policies set forth in SAFETEA-LU), the 2009 RTP reflects project costs and project phase costs in year-of-expenditure dollars. Further, MTC enlisted consultant services to conduct risk analysis of all candidate RTP projects to identify appropriate risk contingencies. Based on the analysis, MTC found that a majority of the project sponsors accounted adequately for risks by setting aside the appropriate level of project contingency for each phase of their project. However, to protect against cases where project risks might not have been adequately or accurately estimated, MTC added a \$200 million plan contingency in the financially constrained RTP to ensure delivery of nearer-term projects.

MTC traditionally takes a very conservative approach to its financial projections for its RTP and TIP. The 2009 RTP is financially constrained in that it only those revenues that are reasonably expected to be available to the region over the next 25 years. Further, federal planning regulations now require that revenues and project cost estimates use an inflation rate to reflect "year of expenditure dollars." This RTP does that. Additionally, MTC performed a retrospective analysis of projections for predecessor long-range plans, including a review of unexpected revenues that had come to the region but had not been anticipated or included in these projections. Based on this retrospective analysis, MTC has included anticipated revenues as part of the reasonably available funds that will become available to the region over the RTP horizon (though to be conservative, these revenues are not assumed in the first five years of the plan).

Congestion Management Process and Management and Operations

As part of its agency Strategic Plan, adopted in March 2006, MTC has embarked on an effort to develop a Freeway Performance Initiative (FPI) that is included in the 2009 RTP, including an evaluation of corridor management strategies. Collaboration with the county congestion management agencies, Caltrans and Smart Corridor jurisdictions was key to achieving the program's goals while accounting for recently completed and current county-level and corridor-level planning efforts. There are at least four factors that were considered in improving freeway system performance:

- System Management – employing operations and management strategies that make better use of existing infrastructure;
- HOV System Completion – implementing demand based pricing into the freeway system via HOT lanes to expand the region's HOV lane system;
- Efficient goods movement – actively addressing freight transportation needs has direct region of economic benefits; and
- Strategic Infrastructure Investment – in addition to HOV/HOT lane construction, a targeted number of freeway infrastructure investments will be required to achieve significant improvement in freeway performance.

Freeway Performance Initiative

Initial assessment of the FPI elements, which include ramp metering, traffic operations systems, and limited HOV gap closures where adequate shoulder width is available, reveals that these projects can significantly reduce traffic congestion cost-effectively. MTC has identified about \$1.6 million for the FPI elements.

Congestion Management Process (CMP)

Though the NHS Bill generated a brief period of uncertainty about the nature of the CMP requirement in the Bay Area, the region's approach and commitment have remained consistent since MTC first developed an approach in cooperation with the Bay Area Partnership in 1994. Our strategy was to begin by recognizing the diverse efforts already in place to address congestion management and mobility in the regional, county-wide, and local transportation planning processes in the Bay Area. Rather than create a new system, we built on this existing foundation and focused on improving our tool kit to manage the Bay Area's transportation system.

The Bay Area workplan for CMP began with a review of federal CMP requirements in relation to existing and developing regional, county-wide, and local transportation planning processes. The RTP, using the congestion management programs and the short range transit plans as major building blocks, is the unifying process and document for transportation planning in the region. The State Implementation Plan, airport and seaport plans, corridor studies, and the major investment study process supplement the RTP to form the foundation of activities supporting the Bay Area's CMP.

The CMP requirements specify that federal funds may not be programmed for any project that expands capacity for single occupancy vehicles in a carbon monoxide or ozone non-attainment area unless the project is based on an approved CMP. Regardless of the region's attainment status, it is MTC's practice to document the planning context of all projects included in the financially constrained RTP in the Project Notebook produced with each long range plan update. Specifically, the Project Notebook documents the plans and studies from which the project evolved and the other alternatives considered. Thus the planning context of any project programmed by MTC can be reviewed by tracing that project back to the long range plan. Appendix A of this document illustrates how various plans and studies fit into the regional CMP.

Work Program Development

This work program was developed pursuant to Federal planning regulations for statewide and metropolitan planning (23 CFR 450 and 500). Through this work program, MTC can fulfill its responsibilities to carry out a continuing, cooperative, and comprehensive multimodal transportation planning process, including the development of the RTP and TIP, that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution. The four Planning Emphasis Areas discussed herein are core elements that are addressed during the development of this work program.

In this vein, MTC has prepared its 2009 RTP. The RTP represents and integration of various planning processes, culminating into a true multimodal plan, including the: Regional Airport System Planning Analysis, which is currently being updated and will be completed in FY 09-10; Regional Seaport Plan, which is prepared jointly with BCDC and is amended from time to time; Regional Rail Plan, which was an RM2-funded study that assessed how our regional rail system should grow; Regional Bicycle Plan, which identifies a regional bike network that helps guide RTP funding commitments; Regional HOT Lane Study, which outlines how the region intends to implement a regional network of HOT lanes in order to management congestion, offer a new traveler choice and introduce time-of-day pricing into the freeway system; and a Freeway Performance Initiative (see above).

Coordination of SIP Development

The 1990 Clean Air Act Amendments (CAAA) outlines requirements for ensuring that federal transportation plans, programs and projects are consistent with ("conform to") the purpose of the State Implementation Plan (SIP). Conformity for the purpose of the SIP means that transportation activities will not cause new air quality violations, worsen existing violations, or delay timely attainment of the relevant national ambient air quality standards. A conformity finding demonstrates that the total emissions projected for a RTP or TIP are within the emissions limits ("budgets") established by the SIP, and that transportation control measures (TCMs) are implemented in a timely fashion.

Conformity applies to areas that are designated non-attainment, and those redesignated to attainment after 1990 ("maintenance areas" with plans developed under Clean Air Act

section 175A) for ozone, particulate matter, carbon monoxide, and nitrogen oxide. The U.S. EPA published conformity regulations to implement the 1990 CAAA conformity requirements in November 1993, and revised them in August 1995, November 1995, August 1997, July 2004, and May 2005.

Metropolitan Planning Organizations such as MTC are required to adopt and follow these regulations. In the Bay Area, the procedures were first adopted in September 1994 to comply with the 1990 CAAA. Four subsequent amendments to the transportation conformity procedures in August 1995, November 1995, August 1997, and July 2006 have been adopted by the three co-lead agencies (MTC, Association of Bay Area Governments (ABAG), and Bay Area Air Quality Management District (BAAQMD)). MTC Resolution 3757 represents the latest San Francisco Bay Area Transportation Air Quality Conformity Protocol adopted by the three agencies in July 2006. Acting on behalf of the three agencies, the BAAQMD submitted this latest Protocol to California Air Resources Board (CARB) as a revision to the Bay Area Conformity SIP. CARB approved this proposed revision to the Bay Area's Conformity SIP in December 2006, and transmitted it to U.S. EPA for final action. U.S. EPA approved the Bay Area Conformity SIP in December 2007 (40 CFR Part 42).

MTC is currently designated as marginally non-attainment for the 8-hour ozone standard and maintenance for the CO standard. In March 2008, EPA lowered the national 8-hour ozone standard from 0.80 parts per million to 0.75 parts per million. In March 2009, California Air Resources Board recommended that the Bay Area be designated as nonattainment for the national 8-hour ozone standard. EPA will issue final designations by March 2010. Further, in December 2008, EPA has designated the Bay Area as non-attainment for the national 24-hour PM 2.5 standard; the effective date of this designation is no later than 90 days after publication in the Federal Register (likely April 2009).

III. MTC Organization

The Metropolitan Transportation Commission has 19 members (16 voting and three non-voting). Voting members are appointed by local governmental agencies throughout the region and by two regional agencies. The non-voting members provide policy ties to state and federal agencies, i.e., the California Business, Transportation and Housing Agency, the U.S. Department of Transportation, and the U.S. Housing and Urban Development Department.

Six standing committees make recommendations to the full Commission. The six committees are Administration, Executive, Legislation, Planning, Operations, and Programming and Allocations. Each committee is composed of seven or more commissioners. In addition MTC added an audit committee consisting of four commissioners

The Commission and the standing committees are supported by a number of advisory committees. The names and functions of advisory committees and an MTC staff organization chart are included as attachments.

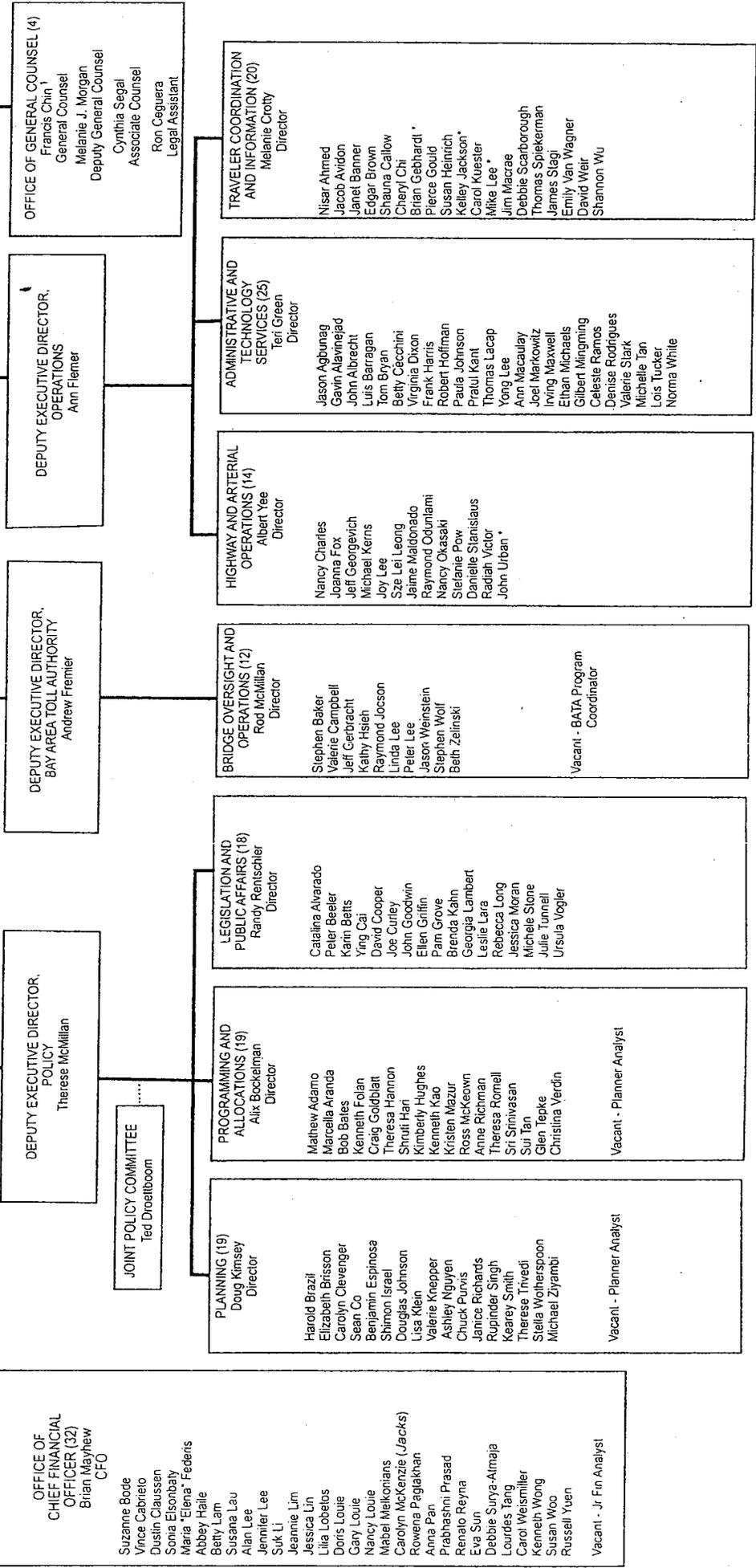
In addition, MTC's Commissioners convene as the Service Authority for Freeways and Expressways (SAFE) for purposes of managing the Region's call boxes and Freeway Service Patrol programs, in cooperation with Caltrans and the CHP. MTC Commissioners also convene as the Bay Area Toll Authority (BATA) for purposes of overseeing improvements and operations of seven state-owned toll bridges in the Bay Area.

Joseph P. Bort, MetroCenter
101 - Eight Street
Oakland, CA 94607
Telephone: 510.817.5700
TDD/TTY: 510.817.5769
Fax: 510.817.5848
E-mail: info@mtc.ca.gov
Web: http://www.mtc.ca.gov



COMMISSION
Scott Haggerty
Chair

EXECUTIVE OFFICE (7)
Steve Heminger
Executive Director
Rosy Leyva
Commission Secretary
Maria Leon
Exec Assistant
Eva Jimenez
Exec Assistant



Footnotes:
166 Regular full-time positions
4 Project-based positions
170 Total Positions
1 Advises Commission Directly
updated 4-9-09

STEVE HEMINGER
EXECUTIVE DIRECTOR

INTERAGENCY AGREEMENT

between

METROPOLITAN TRANSPORTATION COMMISSION

and

ASSOCIATION OF BAY AREA GOVERNMENTS

for

PLANNING

FISCAL YEAR 2009-10

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**INTERAGENCY AGREEMENT BETWEEN
METROPOLITAN TRANSPORTATION COMMISSION
AND
ASSOCIATION OF BAY AREA GOVERNMENTS**

THIS AGREEMENT is entered into this first day of July, 2008, by and between the METROPOLITAN TRANSPORTATION COMMISSION (hereafter "MTC") and the ASSOCIATION OF BAY AREA GOVERNMENTS (hereafter "ABAG").

RECITALS

WHEREAS, MTC has been designated for the San Francisco Bay Region as the federal Metropolitan Planning Organization ("MPO") and the state Regional Transportation Planning Agency ("RTPA"); and

WHEREAS, ABAG has received designation by the Governor as the Regional Clearinghouse for the San Francisco Bay Region under Executive Order 12372 and it's implementing regulations (48 Fed. Reg. 29284 (1983)) and the State's Intergovernmental Review Process, and has also been designated by the United States Department of Housing and Urban Development and the California State Office of Planning and Research as the "Comprehensive Planning Agency" under the Combined Federal Highway Administration and Federal Transit Administration Statewide and Metropolitan Planning Regulations (23 CFR Part 450 and 49 CFR Part 613) (hereinafter, "the Planning Regulations"); and

WHEREAS, the Planning Regulations require that a continuing, comprehensive, and cooperative planning process be carried on by MTC as the MPO for the San Francisco Bay Region, which must be coordinated with the Intergovernmental Review Regional Clearinghouse function performed by ABAG; and

WHEREAS, MTC is the eligible recipient of certain Federal Highway Administration ("FHWA") and Federal Transit Administration ("FTA") and state Transportation Development Act ("TDA") planning funds for the San Francisco Bay Region that MTC may "pass through" to ABAG in order to assist comprehensive land use and other planning which are necessary components of the metropolitan transportation planning process required under 23 CFR 450.300 *et seq.*; and

WHEREAS, MTC and ABAG intend by this Agreement to set forth the terms and conditions, funding, and scope of work for continuing the ABAG/MTC joint land use and transportation planning program (hereafter "Joint Program") for the 12-month period from July 1, 2009, to June 30, 2010 and to fulfill the intent of Executive Order 12372, the Planning Regulations, and the Environmental Protection Agency air quality conformity regulations in 40 CFR Part 51;

NOW THEREFORE, the parties agree as follows:

1.0 GENERAL

ABAG assumes the responsibility for certain comprehensive planning and technical activities and products that support the planning functions of both agencies. MTC, in accordance with this Agreement, the FY 2009-10 Overall Work Program, and the Planning Regulations, will share in the financial cost of carrying on these activities.

2.0 INTERAGENCY AGREEMENT ADMINISTRATION

The administration of this Agreement will be conducted jointly by the Deputy Executive Director of ABAG and the Deputy Executive Director, Policy of MTC, or their designees.

Day-to-day management of individual projects required under this Agreement is assigned to the appropriate Program Manager of ABAG and Section Director of MTC.

3.0 FUNDING

ABAG and MTC mutually agree that, pursuant to the pass-through formula in Appendix A, incorporated herein by reference, MTC shall pay ABAG a total of two million seventy five thousand two hundred sixty three dollars (\$2,603,799) for Fiscal Year 2009-10 subject to any reductions required under this Section 3.0. Payment shall be from the following sources in the following amounts:

TDA Planning Funds	\$843,288
FTA Section 5303 Planning Funds	\$215,741
FHWA 1/2% PL Funds	\$1,004,770
STP	\$ 540,000

ABAG agrees that TDA planning funds will constitute the local matching funds to FHWA and FTA funding. TDA planning funds are based on amounts projected in MTC's adopted Fund Estimate for FY 2009-10, as amended on or before July 1, 2009.

Funding from FTA and FHWA shall be contingent upon approval by these agencies of the FY 2009-10 Overall Work Program and its supplements. Should the U.S. Department of Transportation (“DOT”) agencies amend the OWP to reduce the amounts of FHWA PL funds or FTA Section 5303 or 5307 Planning funds available to the region, MTC and ABAG shall reduce their shares of DOT funds proportionally and shall amend the OWP tasks as necessary to reflect the reduced level of funding.

4.0 SCOPE OF WORK

In consideration of the funding detailed in Section 3, ABAG will conduct comprehensive planning and associated technical activities set forth in the Scope of Services, attached as Appendix B and incorporated herein by reference. The work shall fulfill the following conditions:

- (a) ABAG shall provide the following to MTC in order to fulfill the requirements of 23 CFR 450.300 *et seq.* in the following respects:
 - (i.) development and maintenance of regional projections, consistent with MTC's travel demand forecasting techniques, of demographics, population (including location of minority concentrations), employment, and land use; and
 - (ii.) analysis of the regional impacts that may be requested by MTC in connection with corridor, Regional Transportation Plan or related planning efforts.
- (b) Intergovernmental Review. ABAG shall fulfill roles pursuant to Executive Order 12372 and the State Intergovernmental Review process, as well as pursuant to Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966 as amended, Section 401 of Title IV of the Intergovernmental Cooperation Act of 1968, and Section 176 (c) of the Clean Air Act, in a manner consistent with MTC review responsibilities.
- (c) JPC and RAPC. ABAG shall provide appropriate staffing support for joint ABAG/MTC committees: presently the Joint Policy Committee (“JPC”), and the Regional Airport Planning Committee (“RAPC”).

ABAG shall prepare and submit to MTC for approval an annual Scope of Services to achieve the above objectives. Compliance with federal and state financial reporting and auditing requirements shall be ABAG's responsibility.

From time to time, special joint planning studies not embraced by this agreement may be undertaken by ABAG on behalf of or jointly with MTC, in which case additional funding may be provided subject to mutually satisfactory negotiation of a detailed scope of service.

4.1 ABAG/MTC EXCHANGE OF SERVICES

MTC and ABAG agree to exchange the following services: ABAG will provide Internet connection services to MTC and MTC will provide library services and some intranet support services to ABAG. See Appendix D, attached hereto and incorporated herein, for details of services to be provided by each agency.

5.0 BUDGET

The Budget for the Scope of Services in Appendix B is set forth in Appendix C, attached hereto and incorporated by reference. ABAG will conduct comprehensive planning and technical activities in conformance with the budget. The budget shall not be revised without prior written approval of MTC.

6.0 METHOD OF PAYMENT

MTC agrees to pay ABAG for services provided under this Agreement on the following basis:

- (a) After the end of each month, ABAG will submit to MTC an invoice for reimbursement of costs incurred during that month pursuant to this agreement. This invoice will be accompanied by a monthly financial summary report.
- (b) Within thirty days of receipt of each monthly invoice, MTC will remit payment of TDA, FTA and FHWA funds to ABAG, so long as MTC has received those funds. In the event that MTC has not received funds from any source, ABAG's invoiced amount shall be paid in proportion to the funds received by MTC. The invoiced amount not paid to ABAG shall be paid within thirty days of receipt of funds from the delinquent funding source.
- (c) Any withholding of payment by MTC, per Section 8 of this Agreement, may be applied to subsequent requisitions.
- (d) Notwithstanding Section 8 of this agreement, the monthly payment for August 2009 shall not be payable until receipt of ABAG's FY 2009-10 fourth quarter progress report.

7.0 REPORTS AND PRODUCTS DELIVERABLE

- (a) Progress Reports: No later than the fifteenth calendar day of the month following the end of each quarter, ABAG shall submit narrative progress reports and three (3) copies of each deliverable project to MTC. ABAG will prepare these reports for each of the work elements funded by transportation planning funds.

- (b) Products Deliverable: ABAG agrees to develop products as described under the Scope of Work. Three (3) copies of each such product shall be included as part of the quarterly report, if not previously delivered for forwarding to Caltrans/FHWA.

8.0 DELAYS AND FAILURE TO PERFORM

Whenever ABAG encounters any difficulty that will delay timely performance of work, ABAG shall notify MTC in writing. ABAG also agrees to work with the appropriate MTC Section Director to work out a mutually satisfactory course of action.

Where MTC determines failure on ABAG's part in achieving completion of a specified product, and/or failure on ABAG's part to consider MTC recommendations aimed at facilitating progress toward that product, and/or failure on ABAG's part in meeting requirements as listed in Section 10 of this Agreement, MTC must notify ABAG within three weeks of receipt of quarterly progress reports and quarterly financial statements. MTC may impose such sanctions as it or the state or federal governments may determine appropriate, including, but not limited to, withholding of commensurate payment due under this Agreement until compliance is achieved.

9.0 AMENDMENTS

This Agreement may be amended by mutual agreement of ABAG and MTC at any time during the contract year.

10.0 LAWS AND REGULATIONS

ABAG shall comply with any and all laws, statutes, ordinances, rules, regulations or requirements of the federal, state or local government, and of any agency thereof, which relate to or in any manner affect the performance of this Agreement. Title 49 Code of Federal Regulations Part 18; Circular 4220.1E of the FTA; and the latest FTA Master Agreement (Form FTA MA(13), 10/06) are each incorporated herein by reference as though set forth in full, and shall govern this Agreement except as otherwise provided herein. Those requirements imposed upon MTC as "Recipient" are hereby imposed upon ABAG, and those rights reserved by DOT, FHWA, FTA or Government are hereby reserved by MTC.

11.0 FEDERAL REQUIREMENTS

The federal requirements in Appendix E, attached hereto and incorporated herein by this reference, are applicable to this Agreement.

12.0 USE OF CONSULTANTS

ABAG may subcontract for performance of portions of the work within the Joint Planning Program subject to the written approval by MTC. Subcontracts using FHWA funds are subject to prior approval by FHWA according to its respective regulations, guidelines and manuals. All federally funded subcontracts entered into by ABAG are subject to the procurement requirements

set forth in 49 Code of Federal Regulations Section 18.36 and the applicable federal clauses in Appendix E.

ABAG will include applicable provisions in Appendix E in every subagreement, including procurement of materials and leases of equipment. ABAG will take such action with respect to any subagreement or procurement agreement as MTC, the State, or agency of DOT may direct as a means of enforcing such provisions, including sanction for noncompliance.

ABAG will include the following clause in consultant contracts entered into to carry out this Agreement:

The Contractor shall immediately and before proceeding furnish to ABAG a duly executed Certificate of Insurance indicating the Contractor has purchased Workers' Compensation, Commercial General Liability, and Auto Liability in amounts satisfactory to ABAG.

13.0 AUDIT AND INSPECTION OF RECORDS

- (a) Accounting Records. ABAG will provide thorough and complete accounting for all funds expended in the performance of this work, to the extent that such funds are provided by MTC as set forth in Section 3 of this Agreement, to the degree necessary to permit regular examination by MTC, state, federal, and ABAG auditors. All accounting records, data, and supporting documentation will remain available for review and audit for a period of not less than three years after submission by MTC of the final expenditure report for federal contracts providing funds under this Agreement.
- (b) Single Audit. ABAG shall be responsible for meeting audit requirements of the "Single Audit Act of 1984" as implemented by OMB Circular A-133 and any revision or supplement thereto, and 49 CFR Part 18.26. In accordance with PUC Section 99245, ABAG shall be responsible to ensure that its Single Audit includes a certification that TDA funds allocated to it by MTC were expended in conformance with applicable laws and rules and regulations of the Act. Annually and within 180 days after the end of each fiscal year, ABAG shall submit a copy of its Single Audit to MTC.
- (c) Inspection of Records. ABAG shall permit MTC, DOT, FTA, FHWA or the Comptroller General of the United States and their authorized representatives to have access to ABAG's books, records, accounts, and any and all work products, materials, and other data relevant to this Agreement, for the purpose of making an audit, examination, excerpt and transcription during the term of this Agreement and for the period specified in Section 1.2(a). ABAG shall in no event dispose of, destroy, alter, or mutilate said books, records, accounts, work products, materials and data for that period of time. ABAG further agrees to include in all its subcontracts hereunder over \$100,000 a provision to the

effect that the subcontractor agrees that MTC, DOT, FTA, FHWA or the Comptroller General or any of their duly authorized representatives shall have access to and the right to examine any directly pertinent books, documents, papers, and records of such subcontractor for the term specified above.

- (d) Cost Allocation Plan. In accordance with the requirements of OMB Circular A-87, Part X of the Federal Register (Volume 48, No. 18, January 28, 1981), ABAG shall prepare an annual Cost Allocation Plan for PL funds, which shall be retained by ABAG for audit by a designated Federal agency. Annually, within 180 days after the end of each fiscal year, ABAG shall submit a copy of its Cost Allocation Plan to MTC.
- (e) Third Party Agreements. ABAG shall be responsible for auditing third-party contracts and agreements.

14.0 OWNERSHIP OF WORK PRODUCTS

Subject to the provisions of the FTA Master Agreement (Form FTA-MA(13), October 2006) and Section 2 of Appendix E, all reports, drawings, plans, studies, memoranda, computation sheets and other documents assembled or prepared by or for, or furnished to, ABAG under this Agreement shall be the joint property of MTC and ABAG, and shall not be destroyed without the prior written consent of MTC.

15.0 INDEMNIFICATION

ABAG shall indemnify, defend, and hold harmless MTC, its Commissioners, representatives, agents and employees from and against all claims, injury, suits, demands, liability, losses, damages and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of ABAG, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this Agreement. In addition to any other remedy authorized by law, so much of the money due ABAG under this Agreement as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages.

16.0 LITIGATION: JOINT PRODUCTS

If during the Fiscal Year 2009-10 any litigation is brought against MTC and ABAG regarding the process pursued in the development of products or plans jointly adopted by both agencies, and if ABAG chooses not to participate in a joint defense and share joint costs, MTC will retain a percentage of TDA-based pass-through funds as required to pay for MTC's litigation defense expenses and for any court mandated awards or fees, as may be levied as a result of such litigation, to mitigate the fiscal impact on MTC's budget. The amount of withheld pass-through funds shall not exceed 50% of the expenses incurred by MTC, or \$100,000, whichever is less, in

order to afford ABAG the ability to plan for any impact on its annual budget that such retention may cause.

17.0 DRUG-FREE WORKPLACE

ABAG shall comply with the provisions of Government Code § 8350 *et seq.*, the Drug-Free Workplace Certification requirement and with the U.S. DOT regulations "Drug-Free Workplace Requirements Grants" in 49 CFR Part 29, Subpart F.

18.0 TERMINATION

This Agreement may be terminated on written notice from one party given to the other at least ninety (90) days prior to commencement of the fiscal year in which termination is to take effect.

19.0 SUPERSEDURE

This Agreement supersedes and terminates the prior agreement entered into by MTC and ABAG dated effective July 1, 2009.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date indicated above.

**METROPOLITAN TRANSPORTATION
COMMISSION**

**ASSOCIATION OF BAY AREA
GOVERNMENTS**

Therese McMillan,
Deputy Executive Director, Policy

Henry Gardner, Executive Director

APPENDIX A

MTC/ABAG FUNDING FORMULA

Commencing with fiscal year 1993-94 and continuing each fiscal year thereafter, MTC shall annually pass through to ABAG, as set forth below, an amount equivalent to fifteen percent (15%) of the new federal general planning funds (U.S. DOT) and ten percent (10%) of the new TDA planning funds anticipated to be received by MTC during the given fiscal year. Funds appropriated in earlier fiscal years shall not be included in the pass-through computation.

Revenues "anticipated" by MTC, for the purpose of calculating ABAG's share, shall mean:

TDA: County Auditors' estimates received by MTC by February 1, preceding the fiscal year in question, or as amended by MTC prior to July 1 of the fiscal year in question.

FHWA: Estimates provided by FHWA, through Caltrans, in February preceding the fiscal year in question.

FTA: Estimates provided by FHWA, through Caltrans, in February preceding the fiscal year in question.

[Comment: The pass through formula will be discussed.]

If additional DOT money for special planning studies should become available, ABAG may propose work programs for such studies and negotiate with MTC for additional funds as provided in Section 3 of this agreement.

Funding from FTA and FHWA shall be contingent upon approval by these agencies of the OWP for the coming year. Should the DOT agencies amend the OWP after the above dates to reduce the amounts of FHWA or FTA funds, MTC and ABAG shall endeavor to reduce their shares of DOT funds proportionally and shall amend the OWP tasks as necessary to reflect the reduced level of funding.

APPENDIX B
SCOPE OF SERVICES
FISCAL YEAR 2009-10

The Scope of Services detailed in this appendix describes the work ABAG will carry out during FY 2009-10 pursuant to Section 4.0 of the Agreement, which delineates ABAG's planning responsibilities.

WORK ELEMENT

No. Task Description

1 Regional Modeling and Analysis

The foundation of effective public policy is good analysis. Critical to good analysis is the maintenance and constant update of ABAG's various data bases: land use, employment and income and demographics, and the tools to evaluate that data. These data bases serve as the basis for forecasts that are used by local planning organizations, the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (Caltrans) for travel forecasts. This data is used in a set of regional models to produce demographic, economic forecasts that define future land use patterns. Because they have implications for a variety of local actions that go hand in hand with transportation planning, they greatly concern local jurisdictions, and variety of groups that represent interests within the region.

Working closely with MTC has always been critical, but recent state legislation (SB 375) requires a greater level of coordinated land use and transportation modeling and planning in the next Regional Transportation Plan. ABAG will be responsible, along with MTC, for a Sustainable Communities Strategy. While our current demographic, economic and land use forecasting efforts will form the basis of this strategy, it will require better coordination with transportation modeling, scenario analysis and significant public outreach, negotiation and discussion.

ABAG will be making substantial improvements to its models during the 2009-2010 fiscal year in anticipation of the next Regional Transportation Plan. ABAG will develop, implement and test a PECAS model as part of its regional modeling system. ABAG will also be working with MTC to coordinate our computer models to insure appropriate levels of consistency.

Because of the complexity of the changes to the regional planning process envisioned in SB 375, ABAG and its regional partners will begin outreach on this issue in Fiscal 2009-10, as the state develops regional climate change goals, and local jurisdictions work on related climate change issues. We will be taking the opportunity to build on a strong outreach effort that has been made for the Projections 2009 forecast.

SB 375 also requires that the RTP and Sustainable Communities Strategy be coordinated with the Regional Housing Need Allocation Process (RHNA) process. ABAG's Executive Board adopted the final 2006-2014 RHNA numbers in November 2008. Local jurisdictions must have approved housing elements for their general plans by June 2009. ABAG has provided technical assistance and information to local jurisdictions to assist state planning and reporting requirements. These efforts include an annual housing report and conference, and a survey of housing production. In Fiscal 2009-10 ABAG will continue to provide that assistance as SB 375 also changes the requirements for RHNA to require consistency with the Sustainable Communities Strategy to be developed as part of the next Regional Transportation Plan.

Major Products/Deliverables	
<p>Model Improvement and Coordination</p> <p>Update Projections models including the development and implementation of a PECAS model. Initial phase to be completed</p> <p>Coordinating and testing the linkages between ABAG and MTC models to insure consistency with MTC's Activity-Based Models</p>	<p>Through 2010</p> <p>Spring 2010</p> <p>Spring 2010</p>
<p>Long Range Regional Planning Outreach</p> <p>Continued outreach, data collection and discussion of the link between between forecasted changes in land use and transportation.</p> <p>Develop analytical reports and information including analysis of regional and local housing issues.</p> <p>Develop additional performance measures to describe regional and local performance on transportation, land use, housing, and environmental and social issues.</p>	<p>Through 2010</p> <p>Continuous</p> <p>September 2009</p> <p>December 2009</p>

2. Planning Services

ABAG Planning Programs

Fiscal Year 2000-2010 will be a momentous year for the Association of Bay Area Governments' Planning Programs. ABAG will continue to advance and fine tune an integrated regional planning program that recognizes regional development and conservation priorities and that advances inclusive and collaborative planning at the local level. Working with local jurisdictions and our partner regional agencies, we will support development in existing communities that is compact, transit-oriented, provides for the needs of existing and future residents, and is resource conserving and socially equitable. ABAG will also work collaboratively with public resource agencies, local governments, and the region's open space and water resource entities to identify those scenic and natural resource areas that are the Bay Area's conservation priorities.

SB375 signed into law by Governor Schwarzenegger in 2008 provides a framework for metropolitan planning organizations to address climate change impacts pertaining to land-use and transportation. ABAG and our sister agency, the Metropolitan Transportation Commission (MTC) are jointly responsible for implementing SB375 in the Bay Area. In FY2009-2010 our agencies will work together to identify pathways toward meaningful implementation of SB375 in coordination with local jurisdictions, congestion management agencies, transit providers, and other stakeholder entities.

The paragraphs below provide an overview of the Association of Bay Area Governments' planning initiatives related to regional land-use planning; following that are descriptions of the agency's closely-related planning programs that focus on particular issues. Noted programs include efforts related to sustainability through the Bay Area Alliance, earthquake preparedness, green building, the San Francisco Bay Trail, and the San Francisco Estuary Project.

FOCUS

A great region is built from great communities. The FOCUS Initiative, the Bay Area's regional blueprint plan has gained a high level of support among local jurisdictions, regional agencies, and state government since adoption of the 1st round of Priority Development Areas (PDAs) in 2009. Priority Development Areas are transit-served, infill areas where there is an adopted neighborhood-level plan that will accommodate housing in a mixed-use context or a vision to create such a plan at the local level. There are now approximately 120 PDAs in the Bay area. It is estimated that the PDAs can accommodate over 50% of the region's projected housing growth through 2035 based upon existing adopted plans, despite the fact that Priority Development Areas encompass only 3% of the region's land area. During this fiscal year, ABAG, working cooperatively with the Joint Policy Committee and our regional agency partners (the Bay Area Quality Management District, Bay Conservation and Development Commission, and the Metropolitan Transportation Commission) will advance further implementation of FOCUS through our administration of Station Area Planning Grants in 18 Priority Development Areas, the provision of a new technical assistance program, and through an initial call for capital infrastructure projects funded by MTC.

Priority Conservation Areas (PCAs) are areas of regional significance that have broad community support and an urgent need for protection. A total of 98 PCAs were adopted by the ABAG Executive Board in 2008. In this fiscal year ABAG will work with the State Coastal Conservancy and other land conservation entities including private foundations to secure new funding and direct existing funding to the Priority Conservation Areas.

Well-planned compact development near transit provides water conservation benefits and co-benefits related to reducing negative impacts on water quality and creating greener, more sustainable complete communities. FOCUS Priority Development Areas provide the Bay Area with an opportunity to integrate water conservation strategies with the development of complete communities that bring new vitality to our existing communities and limit sprawl.

The success of SB375 is contingent upon a number of key factors including buy-in from local jurisdictions, congestion management agencies and key stakeholders and the continued forward momentum of linking land-use and transportation through a more sustainable development pattern for the Bay Area that reduces vehicle miles traveled. In FY09-10 ABAG will work with MTC and our other partner entities toward the continued implementation of the FOCUS Initiative through support for the Priority Development Areas and Priority Conservation Areas.

Community Engagement is challenging in a region of more than seven million people. Nonetheless ABAG considers inclusion across a variety of sectors including our member jurisdictions, stakeholder organizations related to economic development, equity and the environment as well as a diversity of cultural communities including Native American tribal organization to be a critical element of successful regional planning. In FY09-10 ABAG will work with its partner agencies including MTC to develop a well-conceived engagement process for the development of SB375.

In Fiscal Year 2009-2010

ABAG will work with the state government, our regional agency partners, and the non-profit community to identify and provide for an expanding range of incentives for development in priority areas. Incentives will be provided on a competitive basis to jurisdictions that seek to advance and prioritize development in areas that are served by public transit, and that provide proximity to employment centers. ABAG will work cooperatively with state resource agencies, local governments, and regional open space entities to protect the region's priority conservation areas.

Linking the Regional Housing Needs to PDAs

Despite the sharp economic downturn, the San Francisco Bay Area continues to be one of the most expensive housing markets in the United States. High housing costs have put homeownership out of reach for many Bay Area residents who would like to purchase a home and have made finding an affordable apartment a challenge for many. In fiscal year 2009-2010 the Association of Bay Area Governments will address the Bay Area's housing issues on a variety of fronts. Relative to prior Regional Housing Needs Allocation (RHNA) cycles, the 2007-2014 RHNA methodology directed an increased share of the region's housing need to jurisdictions with transit infrastructure and employment concentrations. These communities, primarily the region's urban and suburban centers will be given consideration for incentives related to the FOCUS initiative including housing incentives and capital investments, as well as technical assistance, relative to implementing their share of the region's housing needs. Supporting those communities that will play a significant role in addressing the region's housing needs in a manner that is resource efficient, particularly in relation to climate change will be a primary issue relative to the development and implementation of SB375 in the Bay Area.

In Fiscal Year 2009-2010

ABAG will continue to advance efforts to link regional housing needs with housing development incentives and regional infrastructure investments. Specific actions will include providing incentives and technical assistance for development in priority development areas.

Regional Planning Committee

The Regional Planning Committee (RPC) is one of the agency's standing committees and encompasses representation from local governments, as well as public agency and non-profit organizations. Organizations represented on the RPC include those with an emphasis on affordable housing, education, environmental protection, the home building industry, and smart growth. The RPC hears issues of regional concern, covering a range of planning issues, and makes policy recommendations to the ABAG Executive Board on these issues. The RPC has an important role to play given ABAG's expanding role in coordinating planning initiatives in the Bay Area.

In 2008, the RPC embarked on a significant effort pertaining to Regional Recovery Planning. Recovery Planning pertains to the period from six months to several years after a major disaster. The RPC has been developing expertise from a policy perspective regarding important issues that will need to be addressed following a major event in preparation for the RPC's role as the Regional Recovery Planning body for the Bay Area. Given the prediction that the Hayward Fault will experience a major seismic event in the relative near term, the RPC's work on recovery planning is very important and will be further advanced this fiscal year.

In Fiscal Year 2009-2010

The RPC will address and make policy recommendations to the Executive Board pertaining to important regional planning issues including considerations relative to areas in the region prioritized for development and for conservation as well as related issues pertaining to potential incentives for priority areas. The RPC will make significant advances relative to its roles as the Regional Recovery Planning body for the Bay Area.

Clearinghouse

ABAG provides information to public and private agencies and the public related to public capital improvement projects and their potential environmental impacts. In 2006, ABAG streamlined the operation of the clearinghouse providing improved access to and distribution of public review documents.

In Fiscal Year 2009-2010

ABAG will continue its clearinghouse functions including tracking of public projects to allow review and discussion of regionally significant projects.

Regional Airport Planning Commission

The Regional Airport Planning Commission (RAPC) is a joint committee of ABAG, the Metropolitan Transportation Commission, and the Bay Conservation and Development Commission. It oversees preparation of the Regional Airport Systems Analysis, which then becomes part of the Regional Transportation Plan. RAPC also provides a forum for discussion of land use, non-air transportation, and environmental issues related to airports.

In Fiscal Year 2009-2010

ABAG will staff and provide leadership to advance RAPC's work program.

Intergovernmental Coordination

In Fiscal Year 2009-2010, coordination between the ABAG Planning Program and our regional agency partners, as well as local governments, will reach unprecedented new levels. As incentive packages for priority areas related to development and conservation are implemented the role of ABAG's Planning Program as a lead coordinating entity in the Bay Area will continue to expand. As initial work commences to develop the SB375 Sustainable Communities Strategy, inter-agency collaboration will be necessary on levels beyond the significant advances of recent years. In addition, ABAG's Planning Program provides staff support for a broad range of regional planning-related organizations including ABAG's Homelessness Task Force, and the Bay Area Planning Directors' Association.

In Fiscal Year 2009-2010

ABAG planning staff will expand upon previous efforts to advance the agency's leadership role in coordinating regional planning initiatives in the Bay Area

Other planning tasks:

- Maintain Areawide Clearinghouse Notification and Review function according to Intergovernmental Review Guidelines established by the State (under Executive Order 12372) and pursuant to Federal laws requiring review of grant applications by areawide planning organizations.
- Participate in the development and implementation of air quality planning documents.
- Review Environmental Impact Reports ("EIRs") for projects that may impact airports and support the activities of the RAPC.
- Continue support of ABAG Regional Planning Committee as a forum for discussion of regionally significant issues including housing, environmental, water and legislative issues. Programming may include workshops, presentations and studies that form the basis for land use and transportation linkages.
- Continue to advance the implementation of the San Francisco Bay Trail.
- Participate in the definition of realistic scenarios for the Emergency Operation Plan, including the forecast of damages for two functional and two tabletop exercises.

Major Products/Deliverables	Deadline
<p>Implementation of FOCUS Initiative</p> <p>Provide support for Priority Development Areas related to technical assistance and planning. Provide for coordination of strategic investments relative to capital infrastructure funding as it becomes available.</p>	Ongoing
<p>Implementation of FOCUS Initiative</p> <p>Provide support for the protection of Priority Conservation Areas related to coordination with the State Coastal Conservancy's Bay Area Program and other funding entities.</p>	Ongoing
<p>Publish Intergovernmental Review Newsletter and clear projects which have complied with intergovernmental review procedures</p>	Ongoing
<p>Provide support for MTC Bay Area TOD Policy implementation, including:</p> <p>Provide oversight and assistance for development of station area plans pursuant to TOD Policy. (additional supplemental funding to be provided under MTC contractual services budget)</p>	Ongoing
<p>Work with MTC and BCDC to support RAPC.</p>	Ongoing
<p>Work with MTC to develop various goods movement policies that can be discussed with the Joint Policy Committee, including identification of land use locations that are important to Bay Area goods movement activities.</p>	On-going / TBD

3 Public Information/Regional Liaison

- Provide staff support for ABAG General Assembly, policy committees and advisory groups
- Offer public workshops related to regional comprehensive planning issues and services of benefit to local governments
- Provide MTC with data files of updated rosters for local elected officials
-

- Provide MTC with contact lists (electronic format) as required for outreach efforts of mutual interest to MTC and ABAG.
- Develop and Implement a Speaker's Bureau to provide information about ABAG Planning and Service Programs, the Focus Initiative, implementation of SB 375, and regional climate action initiatives..
- In cooperation with MTC begin planning for the development of a public outreach plan in connection with SB 375 implementation.

<u>Major Products/Deliverables</u>	<u>Schedule</u>
Produce announcements, brochure, packet materials, and graphics for: General Assembly/ Executive Board/ Administrative Committee. - Assist in material preparation for joint regional agency efforts (e.g., Joint Policy Committee).	As Required
Updated mailing lists of members, interest groups, news media outlets and others.	Continuous

4 Intergovernmental Coordination

- Supervise preparation of ABAG Overall Work Program for 2009-10, in cooperation with MTC and Caltrans.
- Negotiate Interagency Agreement and Scope of Services with MTC
- Provide executive and resource staff support to the Joint Policy Committee for regional planning coordination, including guidance and staff support for the Regional Planning Program Director reporting to the MTC and ABAG executive directors.
- Work with MTC to consolidate Geographic Information System ("GIS") staff and work programs of the two agencies. Considerations will include but not be limited to sharing of hardware and software systems, sharing of GIS data and sharing of staff expertise and resources to produce a jointly coordinated GIS program.
- Provide executive and management staff support to RAPC, and special task forces and advisory committees as required.
- Maintain liaison with governmental officials at all levels and key private sector officials.

Develop and maintain links with local governments related to land use activities including Bay Area Planning Directors Association, countywide planning directors associations, professional planning organizations. Provide input and mutual support

APPENDIX C

ABAG BUDGET SUMMARY

MTC/ABAG JOINT PROGRAM (FY 09-10)

FHWA, FTA AND TDA PLANNING FUNDS

Based on Information Provided by MTC as of 2/20/09 &
4/6/09

WORK ELEMENT

FTA	FHWA	TDA	STP	TOTAL

APPENDIX D
ABAG/MTC EXCHANGE OF SERVICES

ABAG will provide the following services to MTC:

- a. ABAG will provide and maintain basic Internet connections to MTC for email, Web and File Transfer Protocol ("FTP").
- b. ABAG will share with MTC capacity on ABAG's fractional T3 line.
- c. ABAG will assist with domain name resolution and registration.
- d. ABAG will provide a firewall for MTC that is an extension of ABAG's firewall.
- e. ABAG will support installation of Virtual Private Network ("VPN") remote over-the-net access by MTC staff.
- f. Should additional extensions of service or improvements be needed, ABAG will consult with MTC. (Pursuant to separate agreements, ABAG and MTC will continue to share the purchase costs of upgrading and maintaining the PIX firewall, CISCO edge router, VPN concentrator and the Intrusion Detection System. MTC is not responsible for any additional maintenance costs for current equipment.)
- g. ABAG will house MTC servers as mutually agreed, including those of the Regional Transit Information System/511 Transit project. For those servers, ABAG will monitor the servers, report any outages immediately to MTC staff, and, when possible, restore, or assist MTC in restoring, service. A separate agreement may be implemented to share additional infrastructure and air conditioning costs attributable to MTC projects, subject to further discussion.
- h. ABAG will maintain filter configuration on access router.
- i. ABAG will support SMTP (outgoing email) relay for mtc.ca.gov.
- j. ABAG staff will provide advice and assistance regarding basic Internet infrastructure services. This includes daily administration of network infrastructure, connectivity (including secondary, back-up connectivity), firewall, Domain Name Server ("DNS"), routing, email and intrusion detection for ABAG and MTC. ABAG will provide MTC staff with a response to such service requests within one hour, during normal business hours.
- k. ABAG will provide hosting and housing services in a secure, air-conditioned room.



APPENDIX E
FEDERALLY REQUIRED PROVISIONS

1. Identification of Documents

All reports and other documents completed as part of this Agreement shall carry the following notation on the front cover or title page:

"The preparation of this report has been financed through a grant from the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration) under the Intermodal Surface Transportation Efficiency Act of 1991.

"The content of this report does not necessarily reflect the official views or policy of the U.S. Department of Transportation."

2. Royalty-Free License

FTA and FHWA reserve a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes, any work developed under this Agreement, irrespective of whether a copyright has been obtained.

3. Equal Employment Opportunity.

In accordance with Title VI of the Civil Rights Act, as amended (42 U.S.C. § 2000d); Section 303 of the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6102); Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); and 49 U.S.C. § 5332 for FTA-funded projects, ABAG agrees that it will not, on the grounds of race, religious creed, color, national origin, age, physical disability, or sex discriminate or permit discrimination against any employee or applicant for employment.

4. Disadvantaged Business Enterprise (DBE) Policy.

- (a) Policy. It is the policy of MTC and the U.S. DOT to ensure nondiscrimination in the award and administration of DOT-assisted contracts and to create a level playing field on which disadvantaged business enterprises, as defined in 49 Code of Federal Regulations Part 26, can compete fairly for contracts and subcontracts relating to DOT-funded procurement and professional services activities. In connection with the performance of this Agreement, ABAG will comply with 49 CFR Part 26 in meeting these commitments and objectives.

(b) DBE Obligation. ABAG shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. ABAG shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by ABAG to carry out these requirements is a material breach of contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

(c) Subcontractors. ABAG agrees to include the following clause in all subcontracts under this Agreement:

The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The requirements of 49 CFR Part 26 and ABAG's U.S. DOT-approved Disadvantaged Business Enterprise (DBE) program are incorporated in this Agreement by reference. Failure by the Contractor to carry out these requirements is a material breach of the Agreement, which may result in the termination of this Agreement, or such other remedy as ABAG, or the U.S. DOT deems appropriate.

(d) Pursuant to Title 49 C.F.R. Section 26.29, the Department of Transportation's Disadvantaged Business Enterprise regulation, ABAG shall pay all subcontractors for satisfactory performance of their work for which ABAG has been paid by MTC and for which the subcontractor has submitted an invoice no later than 30 days from receipt of an invoice therefore or as soon thereafter as is reasonably feasible. Any retainage withheld from such payments shall be provided to the subcontractor within ten (10) days of satisfactory completion of the subcontractor's work, or as soon thereafter as is reasonably feasible.

5. Title VI of the Civil Rights Act of 1964.

ABAG agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000(d)) and the regulations of the Department of Transportation issued thereunder (49 CFR Part 21).

6. Access Requirements

ABAG agrees to comply with all applicable requirements of the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 *et seq.*; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; Section 16 of the Federal Transit Act, as amended, 49 U.S.C. § 5310(f); and their implementing regulations.

7. State Energy Conservation Plan
ABAG shall comply with all mandatory standards and policies relating to energy efficiency that are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. § 6321).

8. Debarment
ABAG certifies that it has not been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as they are defined in 49 CFR Part 29, by any Federal agency or department. ABAG agrees to obtain a certification to this effect from its contractors and subcontractors with contracts in excess of \$25,000.

9. Clean Air and Water Pollution Acts
ABAG agrees to comply with the applicable requirements of all standards, orders, or requirements issued under the Clean Air Act (42 U.S.C. § 7501 *et seq.*), the Clean Water Act (33 U.S.C. § 1251 *et seq.*), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).

10. Prohibition against Lobbying
ABAG certifies that no Federal funds have been paid or will be paid, by or on behalf of ABAG, to any person for influencing or attempting to influence an officer or employee of any Federal Agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. This certification must be passed along to contractors and subcontractors with contracts in excess of \$100,000.

CHAPTER 2.2: UNIFIED WORK PROGRAM

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

**FINAL
FY 2009-10**

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TRANSPORTATION PLANNING, MODAL TRANSPORTATION, HIGHWAY MANAGEMENT, AND DATA ANALYSIS

Objective

Caltrans Work Elements advance the goals and objectives of the California Department of Transportation as detailed in the California Transportation Plan (CTP), Regional Transportation Plan (RTP) as well as the California Transportation Commission (CTC) guidelines. Caltrans Work Elements also supports the Department's role in managing the Federal Department of Transportation multi-modal programs as delegated by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Work Element 6.1 State Planning

Objective

- To coordinate with Caltrans headquarters, local agencies, community-based organizations, and the general public the elements of the current state initiative, relating to the development of the California Transportation (CTP) Plan.
- To share the latest information on any update of the state plan per current federal and state transportation planning requirements and/or the state governor's initiatives with the Department's functional units and with external partners including tribal governments.
- Assist HQ in the next full update of the statewide transportation plan.

Description

The CTP is a statewide, long-range transportation plan for meeting the State's future mobility needs. The CTP defines goals, policies, and strategies to achieve collective vision for California's future transportation system. This plan, with a minimum 20-year planning horizon, is prepared in response to federal and State requirements and is updated every five years. The current CTP 2030, is now being updated for a 2035 planning horizon.

Previous and Ongoing Related Work

Work with HQ staff to continue to share information on the state's initiatives relating to the update of the California Transportation Plan 2035.

Current Tasks

- Share the CTP update with the Metropolitan Transportation Commission as well as other stakeholders including the Tribal Governments.
- The specific outreach tasks include:
 - Provide brochure, CTP update initial draft document and other CTP materials to external partners.
 - Get review and initial comments on CTP update initial draft document.
 - Facilitate scheduled meetings for CTP update public workshops.

Products

CTP 2035

Estimated Completion Date

Ongoing through FY 2009/2010

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

Work Element 6.2 -- California Transportation Investment System (CTIS)

Objective

The California Transportation Investment System (CTIS) tool was developed as a reference tool for the California Transportation Plan (CTP). The Tool is a GIS query database that is being developed by Caltrans in partnership with regional and local transportation providers to provide a 25-year plan, which will provide strategies for meeting our future transportation needs and identify priorities for effective spending of our limited transportation dollars. The goal of the CTIS Tool is to present a comprehensive map of transportation projects in progress and planned in the next 25 years by the State and our regional transportation planning partners on California's transportation system.

Description

CTIS is a customized ArcView/GIS project that requires ESRI's ArcGIS software. Soon to be added is an internal on-line ArcIMS platform. CTIS was co-developed by the Caltrans Office of State Planning and the Office of GIS in the Transportation Systems Information Program, with input from both policy and technical advisory committees comprised of both internal and external partners. The tool maps highway projects, local road projects (locally funded), rail projects and airport projects. Bicycle, pedestrian and planning projects are also included within the tool. Caltrans transportation planners and our regional planning partners are using the CTIS tool.

Previous and Ongoing Related Work

- Update programmed project data (STIP/SHOPP)
- Review and verify data for District in updated CTIS tool
- Distribute CTIS tool to internal/external users and assist with installation and training, as needed
- Market the tool to internal and external planning partners
- Prepare quarterly reports on major activities and expenditures

Current Tasks

- Provide input to development of CTIS update method and cycle
- Work with MPO to update planned project (RTP) data for T-2035
- Distribute CTIS tool to internal/external users and assist with installation and training, as needed
- Market updated CTIS GIS tool to internal and external planning partners
- Prepare quarterly reports on major activities and expenditures
- Evaluate tool and provide feed back for tool improvement
- Develop System Planning database using CTIS tool architecture as a model

Products

Update of 2009 RTP and Current STIP/SHOPP Projects incorporated into version 2.0. Current Tool will eventually be available in ArcIMS (version 3.0)

Estimated Completion Date

Ongoing

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

N/A

Work Element 6.3 – Planning/Programming Liaison

Objective

- To strengthen the connections between the Department's long-range planning efforts, the Metropolitan Transportation Commission's (MTC) regional planning and project selection process, and the District's advance planning (Major Investment Studies/Project Study Reports) and programming functions.
- To support a comprehensive project identification, selection and programming process.

Description

Provide a liaison role between Caltrans Planning, Programming, Operations and Design as well as coordination of local, State and federal programming documents (i.e., Interregional Transportation Improvement Program, Regional Transportation Plan, & County Plans).

Relationship to Other Work Elements

See correspondence table beginning on page 2.3.91

Previous and Ongoing Related Work

- Monitor & Coordinate with Statewide Planning & Programming Initiatives (CTP 2035 & Governor's Strategic Growth Plan; Infrastructure Bonds & Economic Stimulus efforts;
- Monitor & Coordinate with Regional Transportation Plan (T2035) and Countywide Transportation Plan Development;
- Monitor & Coordinate with 2009 10-Year SHOPP and 2010 STIP & SHOPP Cycles.

Current Tasks

- Coordination with headquarters on the CTP 2035 Update;
- Coordination with MTC on 2009 RTP development.
- Liaison between Office and Headquarters on all Interregional Transportation Improvement Program (ITIP) issues
- Monitor Federal Economic Stimulus and Federal Reauthorization efforts

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

N/A

Work Element 6.4: Federal Highway Program Management (Local Assistance/Planning)

Objective

To coordinate Office of Local Programs (OLP)/Local Programs Accounting, the Metropolitan Transportation Commission (MTC), and Congestion Management Agencies the authorization, obligation, financing, and reimbursement of federally funded planning activities, as programmed the STIP.

Description

Each fiscal year approximately three percent of the federal Surface Transportation Program (STP) funds are apportioned to MTC for support of Congestion Management Agency planning efforts. Each of the nine-county Bay Area Congestion Management Agencies (CMAs) is allocated a portion of the amount on a formula basis. Caltrans D4 Local Assistance encumbers the funds on behalf of MTC. D4 Office of System and Regional Planning reviews and approves invoices on behalf of Local Assistance. Project Completion Reports are forward to Local Assistance for final approval of the completed work.

Previous and Ongoing Related Work

- Analysis of STP CMA vouchers for planning work
- Authorization for reimbursement of CMA planning efforts

Tasks

- Coordinate with the Metropolitan Transportation Commission (MTC) in the timely submission of Supplemental Agreement documents.
- Requests for federal authorizations and coordinates with Headquarters Office of Local Programs Accounting and the FHWA toward the timely encumbrance of funds. Provides funding agreement to MTC for execution.
- The review, analysis, and processing of Surface Transportation Program (STP) vouchers for the reimbursement of Congestion Management Agency planning efforts.
- The establishment and effective implementation of streamlining efforts to improve the efficiency of the CMA Voucher Process.
- Monitoring the effectiveness of the streamlining efforts through continuous communication with MTC and the Congestion Management Agencies.
- Representing Caltrans and FHWA at designated CMA Executive Directors' meetings.
- Process final report to HQ Local Assistance Accounting.

Products

Estimated Completion Date

Annual Authorization to Proceed documentation
Annual Supplemental Agreement documents

N/A
N/A

Estimated Cost by Funding Source

Estimated Person-Months and Cost

Not funded with OWP funds

Work Element 6.5: System Planning

Objectives

- To continue to serve as the principal mechanism for Caltrans long-range transportation planning at the corridor and system levels.
- To analyze the multimodal system for the purpose of integrating plans with a goal to enhance the interregional and regional movement of people and goods.
- To incorporate and propose long range solutions to the impacts of projected growth in the production of System Planning documents.
- To represent the State before regional and local agencies concerning transportation concerns related to region-to-region and state to and through movement of people and goods. This is to ensure compatibility of interregional, regional and local transportation improvements.
- To integrate Traffic Operations Strategies (TOPS) into the analysis and evaluation of all **State** corridors within District 4.
- To assist Program Management in coordination and presentation of information on the: (1) Interregional Improvement Program (IIP) through a focused analysis of the Interregional Road System (IRRS) corridors traversing District 4; and (2) the Regional Improvement

Program (RIP) and corridors defined in coordination with MTC and the nine Bay Area CMAs.

- Conduct transportation corridor planning in a way that defines how a travel corridor is performing, understands why it is performing that way, and recommends system management strategies to address problems within the context of a long-range planning vision.

Tasks

Participate fully in the development of the Regional Transportation Plan (RTP) with respect to project information and project selection.

Provide assistance in the process to: (1) relinquish existing State Highway System route segments to local agencies; and (2) adopt existing local arterials or newly constructed road facilities as route segments into the System. Relinquishment and route adoption are to be implemented only by mutual agreement between the State and appropriate local agency(s).

Lead the analysis and preparation of Corridor System Management Plans (CSMPs) for all corridors with identified Corridor Mobility Investment Account (CMIA) funding, and plan for CSMP development for all major travel corridors in District 4.

Update and lead the analysis and preparation of Corridor Plans (formerly known as Transportation Corridor Concept Reports) with Traffic Operations Strategies (TOPS) integrated, as appropriate, for each of the District's 56 routes.

In concert with appropriate District functional units and partner agencies, support activities related to the ongoing development and update of the Interregional Transportation Strategic Plan (ITSP), as well as the District System Management Plan (DSMP) and Transportation System Development Program (TSDP).

Review Caltrans documents including, but not limited to, Project Initiation Documents, Excess Land documents, and Air Space Review and related documents.

Work Element 6.6: Partnership Participation/Planning Grants

Objectives

Participation in corridor transportation studies in a partnership, interdisciplinary environment.

Provide expertise to and coordinate transportation-planning efforts with partners to assure that multi-modal transportation strategies are considered prior to the selection of a preferred set of transportation improvements for a transportation system corridor.

Serve as a liaison between internal Caltrans partners and external partners including Tribal Governments to ensure the dissemination of information and coordination of planning efforts.

Description

The District Planning staff participates in coordinated, external planning studies in a partnership environment. This includes full participation by staff in corridor studies that seek to develop preferred transportation strategies to address local, regional and interregional transportation system problems. Partnership Studies Staff members work with Congestion Management Agencies and other Local and Regional Transportation Planning Agencies in evaluating identified transportation system improvements as to their costs, environmental and social impacts and overall effectiveness. Staff members represent the interests of the Department in Congestion Management Agency meetings and transportation planning studies, as well as provide technical expertise and information as requested. Branch Staff may also assist local and regional transportation planning agencies in developing and preparing Consolidated Planning Grant Applications.

Relation to Other Work Elements (W.E.)

Association of Bay Area Governments (ABAG) W.E. 1.2 (Planning Services) and 4.2 (Intergovernmental Coordination); Metropolitan Transportation Commission (MTC) W.E 12.3 (Corridor Studies), 21.2 (Define MTS Strategy), and 61.1 (Transportation/Land Use Connection); and California Department of Transportation (Caltrans) W.E. 6.5 (System Planning), 6.8 (IGR/CEQA Review), 6.3 (Regional Management and Coordination), 8.1 Transportation Operation System (TOS) and 8.4 (Intelligent Transportation System).

Previous and Ongoing Related Work

- Develop partnerships with the Metropolitan Transportation Commission, Congestion Management Associations (CMAs), Local and Regional Transportation Planning Agencies by participating in transportation corridor partnership studies.
- Attend and participate in CMA, Local and Regional Transportation Planning Agency meetings and Technical Advisory Committees (TAC).
- Participate and assist CMAs and Local and Regional Transportation Planning Agencies on designated projects and studies having regional and statewide benefits and/or addressing critical transportation system problems.

Tasks

- Provide expertise to CMAs and Local and Regional Transportation Planning Agencies on a spectrum of transportation issues in a multi-jurisdictional environment.
- Participate, assist and consult with other Department functional units on transportation projects and studies.
- Assist in conflict resolution among partner agencies.
- Help build consensus on transportation solutions among partner agencies.
- Represent Caltrans before CMAs and Local and Regional Transportation Planning Agencies to discuss projects, plans and studies.
- As an active partner, attend and participate in CMA, Local and Regional Transportation Planning Agencies and Policy and Technical Advisory Committee meetings as necessary.
- Coordinate with MTC, CMAs, and other Local and Regional Transportation Planning Agencies to solicit Consolidated Planning Grant proposals.
- Participate in partnership transportation planning studies; provide Quality Assurance and participate in the development of major corridor planning studies, and coordinate participation of other Department functional units as appropriate.

Work Element 6.7 – Overall Work Program (OWP) Management

Objective

To fulfill the State's responsibility in carrying out the review, approval, and monitoring of the Metropolitan Work

Transportation Commission's (MTC) local MPO's Overall Work Program.

Description

The Department of Transportation Executive Orders 88-54 through 88-64 was signed by the Director on December 20, 1988, delegated authority. Under such authority, the District's regional planning staffs serve as a liaison between the District and the Department's Division of Transportation Planning/FHWA/FTA for the coordination and monitoring of MTC's regional planning activities and for its compliance with the requirements of State and Federal planning regulations.

Previous and Ongoing Related Work

- Monitor development and progress of the OWP activities and products.
- Administer Federal FHWA PL, and SP&R Partnership Planning, FTA Section 5303 and Section 5313(b) funds.
- Participate in the annual MPO and triennial certification meetings.

Tasks

- Transmit to MTC the federal and state guidance for the development of the annual OWP.
- Develop Caltrans in-house Work Elements for the region's planning activities.
- Review and approve the MTC's annual OWP, in consultation with the Department's Division of Transportation Planning and Federal agencies.
- Review and transmit to HQ and FHWA/FTA MTC's OWP quarterly progress reports.
- Monitor progress of planning activities and products for the awarded Federal Consolidated Planning Grants for the region.
- Serve as liaison for District and Headquarters Transportation Planning Division for the coordination of regional planning activities. (This can include coordination with other Caltrans functional units in the District and neighboring Caltrans Districts.)
- Determine compliance with State and Federal Guidance for planning progress.
- Prepare review and written summary of quarterly meeting with MTC concerning progress of Work Element activities.
- Administer FHWA and FTA formulary funds and federal planning discretionary funds awarded to the region:
 1. Reviewing and processing amendments to the OWP and OWP Agreements;
 2. Processing and approving vouchers for reimbursement of federal funds;
 3. Review and verify the MTC's annual Final Expenditure Report and Audit;
 4. Oversight of FHWA Partnership Planning (PP) and FTA Section 5304 grants

Products

Caltrans Work Elements for the OWP annual update
Progress reports on Caltrans OWP activities
Reimbursement of CPG funds
Participation at policy level meetings

Estimated Completion Date

February 2009
Quarterly
Monthly
As Needed

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

Work Element 6.8 – Caltrans: Intergovernmental Review/CEQA

Objectives

To review and comment on federal, state and local environmental documents prepared pursuant to the National Environmental Policy Act and the California Environmental Quality Act to ensure that individual and cumulative impacts to state transportation facilities are identified and properly mitigated.

Description

Review environmental documents and development plans submitted by lead agencies to evaluate the potential impacts of proposed projects on state facilities and pursue and monitor appropriate mitigation measures.

Relationship to other Work Elements

ABAG W.E. 1.1 (Data Analysis), 1.2 (Planning Services) and 4.2 (Intergovernmental Coordination); MTC W.E. 41.1 (Conduct Environmental Reviews), and 61.1 (Transportation/Land Use Connection); and Caltrans W.E.6.5 (System Planning), and 6.4 (Regional Management and Coordination).

Previous and Ongoing Related Work

Caltrans has been reviewing environmental documents and plans for local development projects and transmitting written comments to lead agencies regarding potential impacts these projects may have on state facilities. Meetings with lead agencies and developers are held when needed. Encroachment permits are reviewed for compliance with CEQA and to ensure that agreed upon mitigation measures are implemented.

Tasks

- Coordinate Caltrans review of environmental documents and development plans.
- *Coordinate with and solicit comments from Caltrans functional units regarding local development projects that may potentially impact state facilities.*
- Submit written comments to lead agencies on proposed projects and environmental documents.
- Review encroachment permits for compliance with CEQA and to ensure agreed upon mitigation measures are implemented.
- Coordinate and attend meetings with lead agencies, Tribal Governments, and developers to discuss local development projects.
- Attend public hearings, Tribal Council meetings, and local agency meetings related to land-use.
- Conduct scoping meetings when necessary.
- Coordinate with Headquarters on legislation related to the CEQA process.

Products

Written comments to lead agencies on their proposed projects and environmental documents.

Documents on Tribal gov't-to gov't relations

Estimated Cost By Funding Source – To be determined

Estimated Completion Date

Ongoing

Work Element 6.9: Project Planning

Objective

To improve transportation for enhancing the movement of people, goods and services

Description

The major activity for this work element is the preparation and delivery of Project Initiation Documents (PIDs) in their many forms including Project Study Reports. PIDs evaluate project scopes, support and capital costs, and schedule for programming purposes. They ensure that transportation projects are feasible, constructable, and viable.

Previous and Ongoing Related Work

- Implement guidance and requirements of SB 45.
- Work in partnership with appropriate regional and local agencies (including Tribal Governments) on designated projects that are needed on the State or regional transportation systems.
- Prepare or oversee the preparation of PIDs for projects that are in the current Regional Transportation Plan (RTP), the update of the RTP, Countywide Plans, or other transportation planning documents and are candidates for the State Transportation Improvement Program (STIP), voter-approved tax measure transportation improvement funding, and other funding sources/programs.
- Prepare PIDs for candidate projects to the Ten Year State Highway Operations and Protection Program (SHOPP).
- Prepare PIDs for projects eligible for Regional Measures 1 and 2 Toll Bridge Program funding.
- Prepare Transportation Enhancement Program applications for funding of enhancement projects.

Tasks

- Implement procedures established in MOU between Caltrans and MTC covering Project Study Reports.
- Provide expertise to local agencies on the initiation of transportation projects.
- Provide coordination between engineering, environmental, and right of way functions in the development of PIDs.
- Provide analysis of feasible alternatives.
- Coordinate the formation of project development teams to ensure stakeholder input into project initiation and preprogramming phases.
- Include value analysis reviews whenever appropriate.

Products

See table on next page for on-going PID projects.
New projects and special studies are subject to priorities and resources provided for those specific purposes.

Estimated Completion Date

ongoing

Estimated Cost by Funding Source

Estimated Person-Months and Cost

Not funded through OWP process.

STIP	4	0A070 K	SON	101	17.5/17.5	New Interchange	Bellevue Ave. I/C		
SHOP P	4	0C970 K	SF	101	5.30/7.80	CAPM	Golden Gate Avenue to Richardson Avenue		
Type of Project	District △	K Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location		
STIP	4	0G05 OK	SOL	012	24.6/25.0	Modify interesection	Church Rd Rio Vista		
SHOP P	4	0G12 OK	SOL	80	22.3/23.1	Install single thrie beam median barrier	EB SR 80 west of Cherry Glen O/C		
SHOP P	4	0G13 OK	SCL	82	20.9	Install new signals and upgrade wheelchair ramps	In Mountain View on El Camino Real (SR 82) at the Clark intersection		
SHOP P	4	0G14 OK	SCL	85	9.0/9.5	Install drainage improvements	North of Leigh Ave O/C to south of Samaritan ped O/C		
SHOP P	4	0G17 OK	SM	001	28.22	Install signal at one location	I/S of SR-1/Poplar St in Half Moon Bay		
STIP	4	0G19 OK	ALA	580	7.8/19.10	Convert EB HOV lane to HOT lane	Hacienda Dr. in Pleasanton to east of Greenville in Livermore		
STIP	4	0G20 OK	ALA	80	3.78/4.48	I-80 Bicycle/Pedestrian Bridge at 65th Street	65th St. in Emeryville		
SHOP P	4	0G22 OK	Var	Var	Var	Curb ramp ADA curb compliance	Various routes in counties of ALA, CC, SM, and SOL.		
SHOP P	4	0G24 OK	ALA	92/185/23 8	6.8/8.2-0.0/0.4-9.3/14.5	Legislative Relinquishment for ownership and operation by the City of Hayward	In Hayward, SR-92 from I-880 to the SR92/SR185/SR238 I/S; On SR-185 from the Sr- 92/SR185/SR238 I/S to the Hayward City limit line; on SR-238 from Industrial Pkwy to I-580.		
SHOP P	4	0G27 OK	SF	001	0.90/5.90	Modify Traffic Signal	19th Avenue		
Type of Project	District △	K Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location		
STIP	4	0G35 OK	SF	001	0.7/4.1	Bus and Corner Bulbouts			
STIP	4	0G36 OK	ALA	880/260	31.1/32.4/ 0.0/2.0	Modify Access Ramps	Broadway, Jackson, Washington, Market, Martin Luther King and Posey/Webster Tubes in Oakland.		
STIP	4	12276 K	SON	101	7.4/7.8	Modify Interchange	Old Redwood Highway in Petaluma		
FPI	4	15148 K	ALA	880/238/9 2/84	0.00/24.1/14.4/16.7/2.6/6 .4/3.2/6.1	Install TOS/RM Elements	On 880 between Davis St and SCL Co line; On 238 between Rte 880 and 580/BART; On 92 between Rte 880 and SM Br Toll Plaza		
SHOP P	4	15151 K	ALACCMRN MRN	58058058 0101	Var	Install Fiber, TOS/RM Elements	Ala 580 from Rte 80 to CC line. CC 580 from Ala County line to Mrn County line. Mrn 580 from CC County line to 101. Mrn 101 from Golden Gate Br to Son County line.		
FPI	4	15310 K	ALA	680	0.00/21.88	Install TOS/RM Elements	Between SCL County line and CC County line		
STIP	4	1A421	SON	101	25.75/26.26	Modify Interchange	Airport Blvd in Windsor		

WE 6.10 Native American Planning Liaison

Objectives

- Establish clear lines of communication with the six federally recognized tribes.
- Be cognizant of the issues relating to Tribal Governments and Native American organizations, groups, and individuals.
- Establish clear roles and responsibilities within Caltrans District 4.
- Partner/formulate with MTC on best practices for Tribal Government inclusion into the region's transportation planning process.
- Coordinate, consult with and involve Tribal Governments

Description

Provide liaison staff to implement State and Federal laws and directives to be sensitive to the Native American interests, and encourage active participation by Tribal Governments and Native American organizations, groups, and individuals in developing and implementing transportation plans and projects.

Previous and Ongoing Related Work

- District general consultation with tribal governments.
- Provide Tribal Governments and Native American community relevant transportation planning guidelines and information to tribes and tribal community based organizations.
- Assist in the development of Tribal transportation plans and transportation planning efforts when requested by Tribal Governments.
- District participation in the Department's Native American Advisory Committee (NAAC).

Tasks

- District participation in the Departmental Native American Advisory Committee (NAAC)
- Develop and maintain active working relationships with Native American organizations, communities, groups, and individuals by encouraging participation in the transportation planning and programming processes through Public Participation efforts.
- Establish and maintain government-to-government relations with Tribal Governments through coordination and consultation efforts.

Products

Improved and continuing working relationships and communication between the Department/District and local Native American tribal governments, community based organizations, groups, and individuals. Documentation of Tribal government- to-government relations.

Estimated Cost By Funding Source

Not funded through OWP process

Estimated Completion Date

On-going

Work Element 6.11 – Federal Transportation Planning Studies Grant Programs

Objective

- To address the federal objectives as cited in FHWA's and FTA's planning emphasis areas.
- To fulfill the State's responsibility to provide assistance for transportation planning.
- To help achieve the California Transportation Plan's goals of assisting research to advance mobility and accessibility and support the economy.
- To complement the state's Strategic Growth Plan.

Description

FHWA's Partnership Planning (PP), FTA's Section 5304 Transit Planning and the California Regional Planning Blueprint programs per the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) are federal discretionary transportation planning grant programs that are made available to the state's regions. The state management of these funds provides competitive annual funding.

FHWA's PP program anticipates benefits to the statewide or regional transportation system. It aims to study the effects of jobs housing balance, land use, population growth and distribution, development, and conservation of natural resources. It also aims to improve public involvement and consensus efforts including government-to-government relations.

FTA's 5304 program has three categories: Transit Technical Planning Assistance; Statewide Transit Planning Studies; and Transit Professionals Development. The FTA's grants program general criteria include incorporation of safety and security in transportation planning, participation of transit operators in metropolitan and statewide planning, coordination of non-emergency human service transportation, planning for transit systems management and operations to increase ridership, and support transit capital investment decisions through effective systems planning.

The Regional Blueprint Planning Program is California's program to make available funding to MPOs to conduct comprehensive scenario planning that results in consensus by regional leaders, local governments and stakeholders on a preferred growth scenario—or "blueprint." The aim is to address future growth on a twenty-year horizon through integration of transportation, housing, land use, environmental resources, other infrastructure and services.

Previous and Ongoing Related Work

- Manage grants programmed in the Overall Work Program
- Review and prioritize applications submitted to D4 by MTC

Tasks

- Soliciting applications from eligible applicants
- Review regional applications eligibility for prioritization.
- Assist in programming successful grants into regional Overall Work Program
- Coordinate planning issues with internal functional units, HQ, MTC and sub-recipient.
- Administer grant agreements with MTC: process invoices, review progress.

Products

- Competitive applications with District review/comments

Estimated Completion Date

During application cycle

- Monitor/coordinate programmed grants
- Review final products

Continuous
June 2010

Estimated Cost by Funding Source

Estimated Person-Months and Cost

Not funded through the OWP process

Work Element 6.12: Environmental Justice Planning Program

Objectives:

- To demonstrate the principles of Environmental Justice (EJ), as outlined in various State and federal statutes and directives, in the transportation investment decisions made by Caltrans and other public agencies and private organizations.
- To promote greater public involvement of traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e., African-American, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders in transportation decisions and context sensitive planning, to prevent or mitigate disproportionate, adverse impacts of transportation projects while improving mobility, access and quality of life for diverse communities.

Description:

Environmental Justice Planning supports and encourages efforts by all and diverse communities to integrate land use and transportation decisions, projects, plans, and activities. Environmental Justice Planning is a collaborative, comprehensive, and integrated process. The results of this process are intended to ensure that transportation investments are made that promote sustainable communities, provide for a resilient economy, foster the highest and best land uses, and expand transportation choices in an equitable manner to people in all segments of society. In balancing transportation investments, economic prosperity, community livability, and environmental protection, Caltrans will achieve widespread public involvement and equity in individual transportation choices.

Previous and Ongoing Related Work

- Coordinate on a continuous basis with the Headquarters Office of Policy Analysis and Research (OPAR) in regards to Environmental Justice Planning, Smart Growth, Livable Communities, and Public Participation concepts and policies.
- Coordinate with the Metropolitan Transportation Commission (MTC) and local agencies in regards to the Environmental Justice Planning Grants Program.

Tasks:

- Interface with the MTC, local agencies, Native American Tribal Governments, private and non-profit organizations, community-based organizations and transit agencies, to address Environmental Justice, Smart Growth, and Livable Communities issues.
- Coordinate participation of other Department functional units as appropriate.
- Provide assistance to applicants in applying for Environmental Justice Planning Grants.
- Monitor EJPG contracts.
- Review Project Study Reports (PSRS) and Project Reports for Title VI, Environmental Justice compliance.
- Conduct outreach efforts to traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e., Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders.

PRODUCTS

Management of 13 EJ Grants
Documentation of outreach efforts and meetings
With traditionally under-represented and under-served
Populations and their community leaders.

ESTIMATED COMPLETION

Varies with the Award Year
Varies with the Award Year

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

Work Element 6.13: Community Planning/Public Participation

Objectives:

- ❖ To effectively link transportation and land use planning at the community level;
- ❖ To seek innovative solutions to transportation issues, problems, and constraints;
- ❖ To actively involve all segments of the public through outreach efforts to the traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e., Black, Hispanic, Asian Americans, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders in transportation planning and decision-making;
- ❖ To provide a forum for discussing issues related to the function of conventional state highways as main streets, including the potential relinquishment of state routes to local control, with cities, counties and other local agencies;
- ❖ To provide funding for Community-Based Transportation Planning grant proposals.

Description:

The Community Planning Branch supports and encourages efforts by communities to integrate land use and transportation decisions, projects, plans, and activities. Community Planning is a collaborative, comprehensive, and integrated process. The results of this process are intended to ensure that transportation investments are made that promote sustainable communities, provide for a resilient economy, foster the highest and best land uses, and expand transportation choices in an equitable manner to people in all segments of society. It intends to promote balanced transportation investments, economic prosperity, community livability, and environmental protection.

Previous Related Work:

- Coordinated with local agencies in regard to the previous year's Community-Based Transportation Planning grants.
- Monitored the MTC/ABAG regional blueprint project, known as FOCUS, which is funded in part by a grant from the California Business, Transportation and Housing Agency that is administered by Caltrans.
- Coordinated on a continuous basis with Caltrans Headquarters in regard to Community-Based Transportation Planning grants, context sensitive solutions/design, and regional growth issues and performance and impact measures.
- Coordinated meetings on context sensitive solutions for conventional highways with local agencies and district staff from various functional areas.
- Reviewed Caltrans project initiation documents and project reports, participated on project development teams, and provided comments on projects regarding pedestrian needs and in support of walkable communities.
- Coordinated early involvement meetings with local agencies in regard to local land use plans and measures to reduce regional vehicle miles traveled and improve pedestrian access to regional transit facilities, and provided related written comments on local development proposals.
- Formed the District 4 Pedestrian Advisory Committee, which consists of stakeholders from Bay Area public agencies and local communities, and provided staff support for four

Committee meetings where Caltrans projects and policies were reviewed and comments were provided.

Tasks:

- Coordinate with other District 4 planning branches to plan and hold an open house and organize an annual grant solicitation cycle for the Caltrans planning grant program, including the Community-Based Transportation Planning grants.
- Provide feedback to agencies interesting in vying for Community-Based Transportation Planning grants and evaluate applications received.
- Monitor the MTC/ABAG FOCUS program on behalf of the Caltrans Headquarters Division of Transportation Planning.
- Continue to coordinate with Caltrans Headquarters in regard to Community-Based Transportation Planning grants, context sensitive solutions/design, and regional growth issues and impacts.
- Coordinate meetings on context sensitive solutions for conventional highways with local agencies and district staff from various functional areas.
- Review and comment on Caltrans projects regarding pedestrian needs and in support of walkable communities.
- Review local land use plans and development proposals and provide comments on measures to reduce regional vehicle miles traveled and improve pedestrian access to regional transit facilities.
- Continue to provide staff support for the District 4 Pedestrian Advisory Committee and coordinate at least four meetings where Caltrans projects and policies will be reviewed for comment.
- Provide the district with information on current regional growth and community planning issues and prepare fact sheets as required for district management.
- Act in an advisory role to other branches requesting public participation process information and/or usage of the Headquarters Planning Public Participation Consultant Services contract.

Products

Estimated Completion Date

Co-hosting of the Caltrans Planning Grant District open house	Annual
Analysis of Community-Based Transportation Planning grant proposals from	Annual
Development of the fund transfer agreements for agencies awarded grant funding	Annual
Monitoring the work of projects receiving grant funding	Ongoing
Participation in regional growth meetings/workshops	Ongoing
Preparation of technical information for internal and external partners	Ongoing
Public participation task order development and monitoring	As required
Processing of Public Participation Consultant Services task order invoices	As required
Development of quarterly reports for both Headquarters & District Planning	Quarterly
Coordinating context sensitive solutions meetings with local agencies	Ongoing
Reviewing and commenting on Caltrans projects regarding pedestrian needs	Ongoing
Providing comments on local land use plans regarding measures to reduce regional vehicle miles traveled	Ongoing
Providing staff support for District 4 Pedestrian Advisory Committee meetings	Quarterly

Document outreach efforts and meetings
 With traditionally under-represented and
 under-served populations and their
 community leaders

Varies with Award Yr

Estimated Cost by Funding Source

Person Months

Community Based Transportation Planning (CBTP) Grants

Introduction

The Community Based Transportation Planning (CBTP) grant program is primarily used to seed planning activities that encourage livable communities. CBTP grants assist local agencies to better integrate land use and transportation planning, to develop alternatives for addressing growth, and to assess efficient infrastructure investments that meet community needs. These planning activities are expected to help leverage projects that foster sustainable economies, increase available affordable housing, improve housing/jobs balance, encourage transit-oriented and mixed-use development, expand transportation choices, reflect community values, and include non-traditional participation in transportation decision making.

CBTP grant funded projects demonstrate the value of these new approaches locally, and provide best practices for statewide application. The maximum amount available per grant is \$300,000, with a requirement that the local agency provide matching funds equal to at least 20% of the grant amount.

Below are the planning projects in the MTC Region funded by current CBTP grants.

FY 2008-09 Funds

➤ Bike/Pedestrian Improvements North and South of the Route 580 Entrance to the Richmond/San Rafael Bridge (Marin County)	\$ 80,000
➤ International Boulevard Transit Oriented Development Plan (Oakland)	\$ 245,000
➤ Mills Corridor - MacArthur Blvd Inter-Modal Mobility and Community Connection Planning Project (Oakland)	\$ 257,000
➤ The Alameda: A Plan for "The Beautiful Way" (San Jose)	\$ 250,000
➤ Santa Rosa Avenue Corridor Plan (Santa Rosa)	\$ 80,000
➤ Improving Safety and Mobility along Highway 1 on the Unincorporated San Mateo Midcoast (San Mateo County)	<u>\$ 108,834</u>
Subtotal	\$1,020,834

FY 2007-08 Funds

➤ Development of a Smart Code for the City of Livermore	\$ 300,000
➤ Harrison/Oakland Corridor Community Transportation Plan (City of Oakland)	\$ 187,050
➤ Canalfront Conceptual Design Plan (San Rafael)	<u>\$ 140,000</u>
Subtotal	\$ 627,050

FY 2006-07 Funds

➤ State Route 238 Bypass Corridor Land Use Study (Hayward)	\$ 250,000
➤ Marinwood Village Planning Process (Marin County)	\$ 91,120
➤ Community Based Transportation and Coordinated Land Use Plan (Napa County Transportation Planning Agency)	\$ 200,000
➤ Columbus Avenue Revitalization Master Plan (San Francisco County Transportation Authority)	\$ 144,000
➤ Community Based Planning to Create a Walkable/Bikable Treasure Island (San Francisco)	\$ 98,000
	<u>\$ 783,120</u>
Subtotal	\$ 783,120
GRAND TOTAL	\$2,431,004

Work Element 7.1: State Funding for Transit and Intermodal Improvements

Objectives

Assist local agencies in obtaining programmed State funds for transit capital projects, and monitor fund use.

Description

Management of funds programmed by the CTC earmarked for transit capital projects. Funds are disbursed to local agencies by means of agreements. Funding sources include TCRP, SHA, PTA and Proposition 116.

Previous and Ongoing Related Work

Monitoring of projects funded by the sources listed above.

Tasks

- Prepare Local Agency allocation requests for funds allocated by the CTC.
- Coordinate review of agencies and projects under the provisions of SB 580, GC Sec. 14085-14088.
- Prepare and monitor agreements with local agencies to allow disbursement of State funds in compliance with CTC resolutions and policies, as well as policies and contractual requirements of the Department.
- Provide support services to the Caltrans Division of Mass Transportation (DMT).
- Attend Advisory Committee meetings as required.
- Coordinate programming amendments.
- Review and approve project scopes of work.
- Monitor progress of projects.
- Review project Monitoring Reports from grant recipients.
- Monitor applicants for compliance with CTC's "Timely Use of Funds" policies.
- Implement CTC policies regarding state transit funding.

Products

Estimated Completion Date

CTC allocation requests	Ongoing
Project Fund Transfer Agreements, Master Agreements and Program Supplements	Ongoing
Auditable records of all disbursements made under these Fund Transfer Agreements.	Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through the OWP process.

Work Element 7.2 - Caltrans: Federal Assistance for Public Transportation Projects in Non - Urbanized Areas

Objectives

Administer Federal funding to assist transportation providers in non-urbanized areas (areas not part of a designated urbanized area of over 50,000 population).

Description

The Federal government has established the Federal Transit Administration's (FTA) Section 5311 (formerly Section 18) grant program to provide assistance to transportation providers in non-urbanized areas. This work element includes administration of this program to participating transportation providers in the District.

Previous and Ongoing Work

Administer and monitor Federal Transit Administration's (FTA) Section 5311 grant program.

Tasks

- Liaison with MTC to review applications.
- Review grant applications and make recommendations relative to funding.
- Review vehicle procurement process of Section 5311 providers.
- Monitor performance annually of Section 5311 providers.
- Provide technical assistance to Section 5311 providers.

Products

Improved transportation in non-urbanized areas through the purchase of specialized vehicles, construction of transit shelters and station facilities and funding of operating assistance.

Estimated Cost by Funding Source

Estimated Person Months and Cost

FTA 49USC 5311 \$37,777

Caltrans: 6 \$37,777

Work Element 7.3 – Bicycle Liaison

Objectives

To coordinate with Caltrans Headquarters, Districts 1, 2, 3, 4, 5, 6 and 10, Local Planning and Traffic Engineering departments, as well as the Metropolitan Transportation Commission (MTC), County Congestion Management Agencies and Transportation Authorities.

Work closely with Countywide Bicycle Coalitions and Advisory Groups.

Description

Review Bicycle and Pedestrian Planning and Design documents submitted by Caltrans and local agencies to evaluate potential traffic impacts of proposed projects on state facilities, and to pursue and coordinate appropriate design solutions.

Previous and Ongoing Related Work

Facilitate ongoing relationships with Local Bicycle Advisory Groups and Countywide Public Works agencies.

Continue ongoing monitoring and coordination of the State Highway System network that accommodates Bicycle and Pedestrian travel.

Participation in the development and application of Bicycle transportation system improvements.

Continue to hold Quarterly Bicycle Advisory Committee meetings.

Continue to review Countywide Bicycle Plans and Programs.

Current Tasks

- Coordinate and review Bicycle and Pedestrian related design proposals.
- Review the update and development of the California Transportation Plan (CTP).
- Participate in the development of the Intermodal Transportation Management System (ITMS).
- Review, analyze, and comment on headquarters issue papers regarding such areas as Bicycle and Pedestrian Travel, Aviation, ITS, and Rail.
- Review and update document information on programmed, planned and proposed bicycle related improvements on the State Highway System.
- Review plans for bicycle/pedestrian facilities considering the feasibility, efficiency, and safety of each proposal.
- Host/participate in the Bicycle Advisory Committee (BAC) meetings.
- Respond to local and international requests for bicycle mapping/routing.

Products

Review Bicycle/Pedestrian Design and Planning Proposals
District 4 Bicycle Web Pages

Estimated Completion

Ongoing

Estimated Cost by Funding Source

Estimated person months and cost

Not funded through OWP process

Work Element 7.4: Park & Ride Program

Objectives

To provide State park and ride facilities in order to encourage ridesharing among commuters in District 4. These facilities would maximize the effectiveness of existing transportation facilities by assisting commuters, and others, to use alternatives to the single occupant vehicle, this reduces congestion, improves air quality and reduces energy consumption.

Description

The District 4 Park and Ride Program includes management of existing State park and ride lots and development of additional facilities as appropriate. The management includes coordinating the planning and development of new facilities and the maintenance and improvements necessary for existing facilities. Coordination requires interaction with other Caltrans functional units, transit providers, citizens, and public and private entities.

Previous and Ongoing Related Work

- Maintenance of State owned park and ride lots
- Development of new park and ride lots or expansion of existing lots
- Annual inventory and census (usage) of existing park and ride lots
- Operate exclusive park-and-ride 800 number to respond to user concerns

Tasks

- Address ongoing inquiries/requests for park and ride lot maintenance and services.
- Maintain current computer and paper databases of park and ride lot projects and inventory.
- Coordinate maintenance and facility improvements with Caltrans functional Units.
- Coordinate planning and development of new or improved facilities with Caltrans functional units and public and private entities.
- Manage bicycle lockers at State park and ride lots.

Products

Estimated Completion Date

Project Reports	Ongoing
Annual Program Inventory	Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 7.5: Goods Movement Planning

Objective

The movement of goods is critical to the State's economy as well as producers of goods and consumers statewide, nationwide and international. The Goods Movement Branch is to play a major role in the development of strategies, policies and methodologies to improve the regional freight transportation system in District 4 and the interregional movement of goods coming into and going through the State. The "freight" transportation system in the District is multimodal and includes the State Highway System, local roads, rail facilities, seaports and airports.

Description

The Goods Movement Branch develops strategies, policies and methodologies to improve the efficient movement of freight commodities through the State's multimodal transportation system. All freight modes and intermodal connections are considered in the ongoing effort to facilitate goods movement to and through the region.

The Branch works closely with Headquarters, including the Office of Goods Movement within the Division of Transportation Planning, the Division of Research and Innovation, the Division of Aeronautics, the Division of Rail, Traffic Operations Program and Transportation System Information Programs. It also coordinates with external governmental entities, - such as FHWA, FTA, regional/local agencies, seaports and airports - and the trucking and freight industry to improve the performance of the multi-modal freight system. Performance measures include system reliability, just-in-time delivery, reduction in travel delay and congestion, transport efficiency and improved air quality.

Tasks

- Represent the District, in cooperation with regional and local agencies, in developing regional and interregional goods movement policies and strategies
- Assist, in an advisory and expert role, in representing the State in the development and implementation of state and regional goods movement studies and initiatives.
- Represent the Department in advocating transportation improvements that benefit regional and interregional freight movement.
- Acquire data pertinent to goods movement including appropriate traffic data and information related to commodity flow.

Product

Internal policy document

Estimated Completion Date

On Going

Estimated Cost by Funding Source

Not funded through OWP process

Estimated Person-Months and Cost

Work Element 8.1: Traffic Operations System

Objectives

To implement, operate, monitor, and maintain the Traffic Operations System (TOS) for the Bay Area freeways, as stipulated in the Caltrans TMS Master Plan, in order to improve vehicle-operating speeds and to reduce freeway delays caused by incident and recurring congestion.

Description

The TOS is a management tool intended to improve the operation of the highway system by optimizing efficiency of the system through even traffic speeds, reduction/avoidance of congestion, and removal of incident related obstacles. The TOS entails the operation and integration of the following components: 1) A Transportation Management Center (TMC) to operate the TOS; 2) A ramp metering management system to manage access into the highway facilities; 3) A traffic surveillance system inclusive of electronic roadway detectors, closed-circuit TV (CCTV), and motorist call boxes; 4) A motorist information system inclusive of changeable message signs and highway advisory radio; and 5) A motorist service patrol to remove disabled vehicles to promptly restore highway capacity.

Relationship to Other Work Elements

This Work Element complements/integrates some of the objectives, tasks and products of the following Work Elements: Caltrans 8.2 Freeway Service Patrol, 8.3 SMART Street Corridor Project, and 8.4 ITS; and MTC's 30.1 Traffic Mitigation/Air Quality, 50.2 Transportation Technology Applications, 50.3 511 Program, 51.1 Transportation Operations; 51.2 MTS Management; and 51.5 SAFE Freeway Service Patrol. All these elements are aimed at improving the highway system operation and air quality through implementation of adopted TCM's and of other technological traffic management applications.

Previous and Ongoing Related Work

- Operate Traffic Management System for the SFOBB and its Oakland and San Francisco approaches from the TMC in the Oakland District Office.
- Operate the TMC at the Oakland District Office.
- Operate Alameda/San Mateo/Santa Clara Counties ramp metering systems.

Tasks

- Develop corridor operational plans and traffic management strategies in partnership with the MTC, Congestion Management Agencies, cities, counties, transit agencies and freight operators.
- Implementation of Bay Area TOS.
- Operate the TMC and the Regional Transportation Management Center (RTMC).
- Data retrieval and support for 511 Program.

- Provide facilities management support to 511 Program.
- Operate ramp metering systems.

Products

Estimated Completion Date

TOS projects in nine counties and seven toll bridges.

Ongoing

Operate ramp metering system

Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 8.2: Freeway Service Patrol

Objectives

Together, Caltrans, the California Highway Patrol (CHP), and the MTC Service Authority for Freeways and Expressways (MTC SAFE) developed the Freeway Service Patrol (FSP) program on Bay Area Freeways in 1992. The FSPs assist in transportation system management efforts, provide traffic congestion relief, reduce traffic accidents and expedite the removal of freeway impediments, which add to the improvement of air quality.

Description

The Freeway Service Patrol (FSP) is a free service to the public, providing emergency towing and assistance to help keep key routes flowing smoothly. The FSP was initiated in August 1992, with three tow trucks servicing 10 miles of freeways in the Bay Area. The service was expanded in April 1994 to 40 trucks covering 168 miles of freeways. The service was expanded again in March 1995 to 50 trucks covering more than 218 miles of freeway, again in 1997 covering over 235 miles, and by August of 1998 the Bay Area FSP program expanded to 51 tow trucks covering 264 miles of freeway. The 1999 the FSP service expanded to 63 trucks covering over 332 miles. In 2001 the FSP program increased the existing fleet to 70 tow trucks covering 390 miles of freeway. In 2002/3 the FSP expanded to 83 trucks and 454 freeway miles.

Relationship to Other Work Elements

Caltrans Work Elements 8.1 Traffic Operation System, and 8.4 ITS; and MTC's Work Elements 50.3 511 Program, 51.1 Transportation Operations, 51.4 Service Authority for Freeways and Expressways, and 51.5 SAFE Freeway Service Patrol.

Previous and Ongoing Related Work

- Continue improvement of communication system and incident reporting system for tow trucks, CHP dispatchers and other emergency services.
- Integration of the computer aided dispatch (CAD) and automatic vehicle location system (AVL).
- Continue evaluation of the FSP program.

Tasks

- Ongoing evaluation of the FSP program regarding modifications of operating hours, beat assignment, locations and numbers of trucks per beat to provide more effective levels of service.
- Coordinate the dispatch of FSP vehicles based on information regarding the need for services received at the Transportation Management Center (TMC) and record the information on the CAD.
- Generate monthly invoices and transmit to MTC SAFE for payment.
- Develop the FSP impact/evaluation procedures including specific data needs and methodology to evaluate program benefits.
- Gather data and develop a process and criteria for determining tow drivers' performance and motorist (user) satisfaction with the service.
- Maintain FSP System Database to incorporate any change of vehicle identification number, mobile data terminals, radio frequencies, schedules and trouble shooting.
- Assist in evaluation of Fourteen 2007 Tow Service contracts (Request For Proposals) worth \$ 8 million.
- Assist in evaluation of FSP telecommunication system and management reporting system.

Products

Estimated Completion Date

Generate contractor's invoices

Monthly

Collect and report statistical data on the Number of, location, and type of assists, services Rating average time waiting for FSP to arrive.

Monthly

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 8.3: SMART Corridor Projects

Objectives

Assist the local and regional SMART Corridors (Silicon Valley SMART Corridor, East Bay SMART Corridor, SFGo, and I-580 SMART Corridor) to enhance cooperation, improve traffic flow, manage incident related traffic and reduce single occupant vehicle (SOV) demand.

Description

The SMART Corridor agencies are developing solutions to improve traffic conditions in critical Bay Area corridors. To achieve the objectives, several options are being developed including real-time traffic surveillance and data collection, signal coordination, transit and HOV improvements.

Relationship to Other Work Elements

Caltrans Work Elements 8.1 Traffic Operations System, 8.2 Freeway Service Patrol, and 8.4 ITS; and MTC's 50.3 511 Program, 51.1 Transportation Operations, 51.2 MTS Management, 51.4 Service Authority for Freeways and Expressways and 51.5 SAFE Freeway Service Patrol.

Previous and Ongoing Related Work

- Caltrans Statewide SMART Corridor Study (June 1990)
Participation in Fremont-Milpitas SMART corridor project.
- Participation in SV-ITS Enhancement project.
- Coordination with City of San Francisco on SFGo project.
- East Bay Smart Corridor- monitor construction in San Pablo and International Blvd./Hesperian corridors
- Participate in the development of the I-580 Tri-Valley Smart Corridor

Tasks

- Attend steering committee meetings.
- Provide existing traffic and TOS information

Products

Estimated Completion Date

Silicon Valley Smart Corridor Phases 1, 2 and 3	Completed
East Bay SMART Corridor construction on State Highway	Completed and on-going
Operation of field equipment and links between Caltrans and MTC	Pending resolution of security local agencies issues
Implementation of ramp metering in the Corridor	Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 8.4: Intelligent Transportation System

Objectives

In cooperation with the public and private sector, promote and participate in the development, testing, and evaluation of existing and emerging Intelligent Transportation System (ITS) technology applications in order to optimize the operation and management of the transportation system in the Bay Area.

Description

This work element entails the development and application of advanced technologies such as the Automatic Vehicle Location (AVL), the SMART Corridor, Electronic Toll Collection (ETC), and the 511 Program. Caltrans will participate with other private and public entities in the implementation and evaluation process for these advanced technologies; and the TOS will be instrumental in facilitating their application through the collection and dissemination of data on traffic conditions on the highway system.

Furthermore, it is the intent of the ITS program to integrate all of these advanced applications with ongoing planning and system management efforts inclusive of the TOS implementation, the operation of the Freeway Service Patrol and callbox systems, and the monitoring and management performance of the region's freeway, arterial and transit systems. Overall, ITS efforts will help achieve state and federal goals including improved mobility, reduced congestion, and decreased emission of air pollutants.

Relationship to Other Work Elements

This Work Element complements/integrates some of the objectives, tasks and products of the following Work Elements: Caltrans 8.1 Traffic Operations System, 8.2 Freeway Service Patrol, and 8.3 SMART Street Corridor Project; and MTC's 50.1 Transportation Technology Applications; 50.3 511 Program; 51.1 Transportation Operations; 51.2 MTS Management; and 51.5 SAFE Freeway Service Patrol. All these work elements seek to optimize efficiency of the region's multimodal transportation facilities through advanced and innovative system management techniques.

Previous and Ongoing Related Work

- Participation with the California Partners for Advanced Transit and Highways (PATH) to share and coordinate research information and activities.
- Participation on the Advanced Transportation Management and Information Systems (ATMIS) quarterly meetings.
- Participation on the 511 Project by serving on their Management Board, Steering Committee, and Advisory Committee.
- Provisions for operating space and equipment for 511 staff in the District's Transportation Management Center (TMC).
- Participation on a team of technical advisors for the development of the ITS National, Statewide, and Regional Architectures.
- Participation on the Steering Committee meetings for the SMART Street Corridor Project in Santa Clara and Alameda Counties

Tasks

- Continue participating with PATH in research/development activities.
- Continue participating on the ATMIS quarterly meetings.
- Continue serving on the 511 Project Management Board, Steering Committee, Advisory Committee, and assisting on the other 511 Program subcommittees.
- Continue providing coordination and technical oversight to MTC for the consultant contract for 511 Interim Freeway Surveillance System.
- Continue working with MTC and the 511 operations contractor to provide facilities management support to the Travelers Information Center in the Caltrans District Office.
- Data retrieval and support for 511 through the TOS facilities/services.
- Assist in the collection of existing traffic data for the SMART Street Corridor Project in Santa Clara County, and continue participation on the Steering Committee meetings
- Participation in the development of the San Mateo County ITS project

Products

Estimated Completion Date

ITS Architecture System
ITS technology applications

Ongoing
Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 9.1: Regional Modeling Coordination Study

Objectives

To coordinate regional and sub-area travel demand modeling activities.

Description

The Regional Modeling Working Group is a sub-committee of The Bay Area Partnership made up of representatives from the Metropolitan Transportation Commission (MTC), the Association of Bay Area Governments (ABAG), the nine County Congestion Management Agencies (CMAs) in the region, and Caltrans, District 4. The Group is charged with assuring quality and consistency in regional and sub-regional transportation modeling practices throughout the Bay Area.

Previous and ongoing related work

Tasks

- Develop consistent or uniform modeling procedures
- Coordinate efforts with the Regional Transportation Agencies
- Complete regional GIS database library
- Develop pilot land use data collection program
- Develop observed traffic count database

Products

- Improved Model Consistency
- GIS-based Regional Transportation Database
- Improved Land Use Data Collection Process
- Incorporated BAYCAST model into CMP models
- Census 2000 data processing and dissemination

Estimated Completion Date

Ongoing
Ongoing
Ongoing
Ongoing
Ongoing

Estimated Cost by Funding Source

Estimated Person Months and Cost

Not funded through OWP process

Work Element 9.2: Data Management

Objectives

Coordinate, for the District, the collection and management of transportation-related data as necessary.

Establish and maintain a system to efficiently collect and share spatially-enabled transportation data.

Coordinate the District's GIS functions.

Description

The intent is to have internal transportation databases as accessible as possible. The databases are expected to provide a means of sharing information developed and maintained in numerous Caltrans functional units, as well as data developed by other agencies.

GIS coordination includes providing GIS maps and analysis, as well as the development of GIS applications, as needed. It also involves coordinating GIS training and development for District staff, and working cooperatively with other functional units and outside agencies where applicable.

Previous and ongoing related work

District GIS coordination and application development continue. GIS training is on going. The District GIS User Group meets on a quarterly schedule. Maintenance and updates of the District's spatial data library is on going.

Efforts are underway to develop a means to easily store, aggregate, archive and access spatially-enabled transportation data. A file server system has been created in the Office of System and Regional Planning allowing users to store and access relevant data files.

Quarterly updates of the county STIP and SHOPP project location maps continues. An intranet web site was created that allows users to view and create maps, and query data associated with the District's programmed projects. Maintenance of the site, and the background data, continues.

Tasks

- Move District GIS project files off support staff PCs and onto shared-access server.
- Maintain spatial data library structure consistent with HQ structure format.
- Continue efforts to develop efficient means of accessing and archiving data.
- Continue information sharing through regular GIS User Group meetings.
- Coordinate District GIS training, software installation, and data acquisition activities.
- Provide timely GIS demonstrations that benefit users.
- Continue participation in GMC and TWG meetings.
- Continue data sharing efforts with local and regional partners.
- Continue to maintain Planning Office Web Site to provide access to information and data.
- Continue to maintain and update the interactive web-based mapping tool.

Products

Estimated Completion Date

- Hold regular District GIS User Group meetings. Quarterly
- Attend statewide GIS User meetings. Quarterly
- Attend statewide COS GIS User meetings. Bi-annually
- Attend regional GIS User meetings. Quarterly
- Coordinate District GIS training, software, and data access/acquisition activities. Ongoing
- Participate in data sharing efforts with local and regional partners. Ongoing
- Maintain Office Web Site and update content as needed. Ongoing
- Maintain/Update interactive mapping web site providing STIP/SHOPP project information. Ongoing

Estimated Cost by Funding Source

Estimated Person-Months and Cost

Not funded through OWP process

Work Element 9.3: Transportation Monitoring

Objectives

Collect and analyze data on the performance of the transportation system. This information is used in the transportation planning effort to develop transportation improvements.

Description

The transportation monitoring effort conducts traffic volume counts, monitors and manages high occupancy vehicle (HOV) lane performance and congestion on the State highway system.

Previous and Ongoing Related Work

- Establish travel trends and provide data for project-related documents such as project reports, environmental documents.
- Develop baseline data for modeling and forecasting.
- Determine usage, violation rates and vehicle occupancy rates on State highways with HOV lanes.
- Determine the magnitude of congestion and delay trends on State highways

Tasks

- Obtain counts from 13 Permanent Count Stations in the District to provide continuous counts each day for the entire year.
- Count approximately one-third of the 376 Control Stations in the District four times each year for one week.
- Count approximately one-third of the 3091 Ramp Count Locations in the District one time each year for one week (those counted are on the routes where the Control Station counts are made for that year).
- Count approximately one third of the 521 Profile Point Locations in the District for one week each year (profile points locations are located between control stations and are scheduled to be counted along with their respective stations)
- Conduct hand counts at 1/3 of the District's 543 truck classification locations each year, by the number of axles, during six-hour time periods.
- Monitor and manage all District mainline HOV lanes and toll bridges. Collect vehicle volumes, vehicle occupancy, travel time and HOV timesavings data at least once per year.
- Monitor all District freeways once per year during morning and afternoon peak periods to collect data on travel times delays, duration or congestion and length of congestion as resources are available.

Products

Annual HOV lane report
Annual Highway Congestion Monitoring Report
Annual MTC/Caltrans Bay Area Transportation:
State of the System Report

Estimated Completion Date

Estimated Cost by Funding Source

Not funded through OWP process

Estimated Person-Months and Cost

CHAPTER 2.3: UNIFIED WORK PROGRAM

METROPOLITAN TRANSPORTATION COMMISSION

FY 2009-10

**MAY 2009
FINAL**

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- Implement Regional Traveler Information Services
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- Implement Transit and Paratransit Coordination Projects

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- Pavement Management Program (PMP)
- Regional Measure 2
- Conduct Financial Analysis and Planning
- Federal Programming, Monitoring and TIP Development
- Regional assistance programs and Project Reviews
- State Programming, Monitoring and STIP Development

Work Element 1110: Commission and Advisory Committees

The goal of this work element is to provide professional, technical and legal support to the Commission and its committees so that they have a sound basis for making important regional transportation decisions. The Commission receives input from the public through its public information program, its advisory committee structure and the advisory council. Regional policy recommendations are provided through the Bay Area Partnership.

Major Tasks

- **Support the Partnership Board**
- **Support Advisory committees, including Tribal Government coordination**

Major Products to Be Delivered in FY 2009-10	Estimated Completion Dates
Partnership Board/Committee Work Plans	Spring 2010
Advisors Annual Reports to Commission	As Required 2009/10
Commission Reports and Resolutions	As required

Work Element 1113: Support the Partnership Board

Description

This task includes reviewing the of Partnership’s structure and implementing the resulting recommendations; preparing the Partnership annual work program and committee work plans; providing lead staff support to the Partnership Board’s standing Committees, Plans and Operations, Finance, Legislation and Transit Coordination; as well as serving as liaison to the partners’ technical advisory committees and supporting the PTCC’s activities.

Ongoing tasks:

- Regional Transportation and Air Quality Plans
- Local Transportation Plans (Countywide Transportation Plan, County Congestion Management Programs, Short Range Transit Plans)
- MTS Management Strategy
- Regional, State and Federal Financial Programs (TIP, RTIP, STIP)
- Legislative Program

Major products

Standing Committee Reports and recommendations

Schedule

As required

Work Element 1114: Support Advisory Committees

Objective

MTC involves the interested public, as well as the minority and disabled communities in the planning, programming and allocations process. The process includes developing effective methods of obtaining the maximum input from minority citizens, Tribal governments, elderly seniors and persons with disabilities to the regional transportation planning process.

Description

In accordance with federal rules concerning citizen involvement (FTA policy, DOT U.S. Notice #80-17), MTC provides staff support to the Minority Citizens Advisory Committee (MCAC), the Elderly and Disabled Advisory Committee (EDAC) and the MTC Advisory Council. MCAC advises the Commission on a wide variety of transportation issues, provides information to the community regarding MTC activities, and monitors MTC’s Affirmative Action Program. The EDAC Committee participates in MTC’s efforts to improve accessibility for seniors and persons with disabilities, including the agency’s responsibilities with regard to the Americans With Disabilities Act (ADA). The Advisory Council provides input to Commission activities from a broad cross-section of interested publics.

Ongoing tasks:

- Staff the Elderly and Disabled Advisory Committee (EDAC)
- Staff Advisory Council
- Staff Minority Citizens Advisory Committee (MCAC)
- Produce FTA Title VI Report

Products

Estimated Completion Dates

EDAC Committee Packets	Monthly
Advisory Council Meeting Packets	Monthly
MCAC Meeting Packets	Monthly
Advisory Committee's Annual Report to Commission	Winter 2010

Work Element 1120: Planning Emphasis Areas

RTP Process

The Regional Transportation Plan (RTP) sets forth the region's 25-year investment policies and strategies. The Commission has established the Three E principles of economy, environment, and equity, along with an ambitious set of plan goals and performance objectives, to guide the development of the Transportation 2035 Plan (which was adopted in April 2009). Development of the RTP identifies Bay Area transportation opportunities and identifies priorities for implementation throughout the 25-year period, consistent with adopted Commission goals and policies.

Major Tasks

- **Regional Transportation Plan**
- **Analyze Regional Data Using GIS and Travel Models**
- **Conduct Corridor Studies to Define RTP Investments**
- **Integrate MTS with National and International Transportation Systems**
- **Non-Motorized Transportation Activities**
- **Develop MTS Performance Measures**
- **Implement Lifeline Transportation Program**
- **Support Title VI and Environmental Justice**
- **Air Quality Conformity**
- **Transportation for Livable Communities Program (TLC)**
- **Partnership Blueprint Planning Program**

Work Element 1121: Regional Transportation Plan

Description

As required by state and federal metropolitan planning regulations, MTC is required to prepare and update its long-range Regional Transportation Plan every four years. The Regional Transportation Plan (RTP) sets forth the region's 25-year transportation investment policies and strategies. The most current plan is the Transportation 2035 Plan, adopted by the Commission in April 2009. MTC may prepare administrative modifications or amendments to this plan, as needed, to respond to changes in transportation policy, funding, or investments. The next major RTP update is slated for 2013.

Completed Work Products:

- **Transportation 2035 Plan (April 2009)**
- **Transportation 2035 Plan Environmental Impact Report (April 2009)**

Ongoing Tasks:

- Prepare administrative modifications or amendments, as needed
- Solicit review and input of RTP from Commission
- Use MTC-adopted Public Participation Plan
- Participate in federal/state transportation planning discussions
- Coordinate with Partnership Board and TAC on RTP issues
- Develop RTP document

Products

Estimated Completion Dates

RTP Administrative Modifications or Amendments

TBD, as needed

Work Element 1122: Analyze regional data using GIS and travel models

Description

MTC maintains a geographical information system (GIS) for use in analyzing and mapping transportation programs and projects (TIP projects, Metropolitan Transportation System, call box program, census data, travel forecast data, general interest mapping, emergency operations center system, Commission map of the month), and use in consultation processes as required in 450.316 (1)(iii).

MTC maintains a regional transportation database for use in monitoring and tracking transportation system performance and traveler behavior (federal decennial census and American Community Survey data, MTC-conducted household travel surveys, and the compilation and dissemination of other auxiliary databases, e.g., consumer price indices, gasoline prices, auto ownership, traffic counts).

MTC maintains, refines, and develops a system of aggregate and disaggregate travel models for use in Bay Area transportation studies. MTC travel-forecasting staff supports the project effort by making model runs, by supervising another agency or consultant in doing so, or by analyzing the results of the computer work. MTC also works with congestion management agencies to develop a consistent set of travel demand models for the purpose of better analyzing transportation decisions. MTC will continue work on a multi-year study to develop the next generation of activity-based models using data from the year 2000 Bay Area Travel Survey and Census 2000 databases. In addition MTC GIS staff will work with ABAG GIS staff to develop and implement an integrated GIS system that can support joint planning and research activities of both agencies.

Completed Work Products:

- **Transportation 2035 Plan Travel Forecasts Data Summary (December 2008)**
- **For other completed work products, see MTC's Website under "Maps and Data" for a complete listing of completed work products: http://www.mtc.ca.gov/maps_and_data/**

Ongoing tasks:

- Continue analysis of the MTC household travel surveys;
- Continue analysis of Census American Community Survey data;
- Continue development and maintenance of a regional Geographical Information System and geographic databases;
- Continue the provision of cartographic services to meet agency needs;
- Continue development of Web-based mapping services to share information with customers;
- Coordinate general interagency GIS integration efforts between ABAG and MTC staff.
- Complete study for redevelopment of new activity-based modeling system, including extensive sensitivity testing program;
- Develop auxiliary databases, including reporting on traffic counts, consumer price indices, consumer expenditures, auto ownership trends and the Highway Performance Monitoring System (HPMS);
- Continue the updating and application of the regional travel forecasting models for use in regional and corridor level analyses and projections, including corridor studies, TIP and RTP air quality conformity analyses and other long-range highway and transit system forecasts;
- Continue a program for consistent application of travel demand models at a regional and sub-regional scale, including adoption of consistent land-use databases and model systems as part of the Partnership Modeling Coordination Subcommittee's activities.

Products	Estimated Completion Date
GIS Maps and Analysis	Ongoing
Activity-Based Model System	Spring 2010
Census American Community Survey Data Summaries	Fall 2009; Ongoing

Work Element 1123: Conduct corridor studies to define RTP investments

Description

Corridor studies directly impact the RTP planning process. MTC will lead some studies and will participate in various locally sponsored corridor studies. MTC participates in meetings with Tribal Governments, local agencies, Caltrans, the FHWA and FTA to determine the scope and content of these studies. Depending upon the significance of the study, MTC involvement may include participating on technical committees, reviewing study products, or direct involvement in the day-to-day activities of studies. Also, MTC staff participates in various ongoing commuter and intercity rail planning activities (Capitol Corridor, Altamont Corridor, California High-Speed Rail, etc.)

Completed Work Products:

- **Bay Area HOT Network Study (December 2008 Update)**
- **San Francisco Bay Area Regional Rail Plan (September 2007)**
- **2002 High-Occupancy-Vehicle (HOV) Lane Master Plan Update (March 2003)**

Ongoing tasks:

- Regional HOT Lanes Study (MTC lead, Ongoing updates, as needed)
- I-80 Smart Growth Study (MTC, SACOG)
- Regional Rail Railroad Right-of-Way Study (Caltrain lead, Anticipated completion Winter 2009)
- Altamont Corridor Rail Improvements (CHSRA lead, Anticipated Completion Spring 2010)
- SR 29 Corridor Improvements (NCTPA & STA lead, Completion TBD, pending funding)
- Station Area Plans (local jurisdictions, Completion TBD)
- Community Based Transportation Plans (local jurisdictions, TBD)
- Various Grant-funded Planning Studies (TBD)

Products

Estimated Completion Dates

Status Report on Corridor/MIS Studies

Annual

Work Element 1124: Integrate MTS with national and international transportation systems

Description

Regional airport system planning activities include implementing and updating, as necessary, the *Regional Airport System Plan* recommendations for improved airport ground access, and providing a forum for discussing regional aviation issues. State requirements for identifying airport ground access improvements are fulfilled during the regular updates of the RTP and the *Regional Airport System Plan*. Seaport planning activities include amending the *Regional Seaport Plan* as necessary, monitoring of waterborne cargo forecasts and evaluating port ground access improvements.

Following the completion of the *Regional Goods Movement Study*, MTC began a study to further evaluate the impact of land use decisions on goods movement activities. This topic is being finalized and further work is being considered by partner members of the Joint Policy Committee. In addition, MTC is leading an ongoing effort to advance priority goods movement projects in Northern California. Working with other councils of governments, county congestion management agencies, ports, and railroads, MTC is continuing to support the Northern California program for the State Infrastructure Bond Trade Corridor Improvement Fund and future federal funding.

Completed Work Products:

- **Goods Movement Initiatives (2009 Update)**
- **General Aviation Element of the Regional Airport System Plan (June 2003)**
- **Regional Airport System Plan Update 2000 (September 2000)**
- **San Francisco Bay Area Seaport Plan (April 1996)**

Ongoing tasks:

Airports and Seaports

- Regional Airport System Plan updates (2000/2007 through 2009)
- Seaport Plan Update and supplemental EIR
- Monitor development of Airport Land Use Commission Airport Land Use Compatibility Plans

Freight

- Regional Goods Movement Study – (2006/2007)
- Identify supportive land use policies & strategies for goods movement activities (2009)
- Coordinate evaluation of project applications for Trade Corridors program of the State Infrastructure Bond (I-Bond)
- Support Northern California goods movement efforts as part of I-Bond and reauthorization strategies
- Understanding the Implications of Local Land Use Decisions on Goods Movement Study (2006/2008 – Study complete; working to define and advance next steps)

Ferries

- 1998 Regional Ferry Plan Update
- Review of Water Transit Authority's Implementation and Operations Plan
- Airports/Seaports
- BCDC/MTC Seaport Planning Advisory Committee

Products

Reports on status of transportation projects
Goods movement and land use study
Regional Airport System Plan update: Phase 2
Regional Airport Systems Plan update: Public workshops and forums on selected topics

Estimated Completion Dates

As required
July 2009
2008/2010
Throughout 2010

Work Element 1125: Non-motorized transportation activities

Description

MTC's Routine Accommodation Policy calls for MTC to assist and encourage local jurisdictions to consider the needs of non-motorized travelers in planning and project development. The Regional Pedestrian Committee and Regional Bicycle Working Group advise MTC staff in this endeavor and provide a forum for local jurisdictions to exchange information about non-motorized transportation planning. MTC staff also participates in statewide advisory committees, including the Caltrans Pedestrian Advisory Committee (CalPed) and Caltrans Bicycle Advisory Committee (CBAC) and Strategic Highway Safety Implementation Plan teams for challenge areas involving non-motorized transportation.

In addition, MTC has taken steps to identify regional interests in non-motorized transportation. The Regional Bicycle Plan Update, which identifies a network of regionally significant bicycle facilities, is a component of the Regional Transportation Plan. In 2006, MTC completed the Pedestrian Districts Study, which developed a typology of pedestrian districts and provided tools for local jurisdictions to plan for pedestrian districts, including pedestrian districts around regional transit hubs. Finally, MTC targets a share of regional discretionary funding to non-motorized transportation through the Regional Bicycle and Pedestrian funding program and the RM2 Safe Routes to Transit program.

Completed Work Products:

- **Regional Bicycle Plan for the San Francisco Bay Area (April 2009)**
- **Routine Accommodations of Pedestrians and Bicyclists in the Bay Area (June 2006)**

Ongoing tasks:

- Implement and evaluate MTC's Routine Accommodations checklist
- Co-Sponsor training on non-motorized planning throughout the region
- Staff Regional Pedestrian Committee and Regional Bicycle Working Group
- Assist with evaluation of projects for state and federal Safe Routes to School programs and regional RM2 Safe Routes to Transit program
- Participate in statewide (CalPed and CBAC) and national advisory committees
- Manage the Regional Bicycle and Pedestrian funding program
- Develop Web-based bicycle trip planner and support 511 bicycling page information
- Compile bicycle and pedestrian counts completed by local agencies
- Support Bike to Work Day
- Release Regional Bicycle Plan

Products

Estimated Completion Dates

Regional Bicycle Plan update	April 2009
Non-motorized training courses	Summer 2009
Routine accommodation checklist evaluation	Summer 2009

Work Element 1212: Develop MTS performance measures

Description

This task involves working with Bay Area partners and other stakeholders to identify transportation system performance measures for use in long-range planning and monitoring performance of the MTS from the customer's perspective, and addresses a federal Planning Emphasis Area (performance measures).

The first area of work under this item is the use of performance measures in the long-range regional transportation plan. In response to 2002 legislation, MTC adopted performance measures and corridor objectives to evaluate new projects in the *Transportation 2030 plan*. Using these measures, MTC staff evaluated approximately 400 candidate projects for inclusion in the *Transportation 2030 plan*. MTC continued and expanded this work in the Transportation 2035 Plan with the Vision performance assessment, adoption of quantifiable performance objectives, and quantitative project-level assessment of approximately 100 potential investments.

The second major area of work under this item is development of the annual *State of the System Report*. The State of the System report series, first published in 2002, includes measures of transportation system performance for transportation modes from the user's perspective. In Fiscal Year 2009-10, MTC staff will collect count and freeway congestion data, assemble performance data from other agencies, and release performance data to the media, partners and the public. MTC continues to work with Caltrans District 4 on the collection and dissemination of this data and look for opportunities to automate the data collection process.

Completed Work Products:

- **Transportation 2035 Plan Performance Assessment Report (December 2008)**
- **State of the System 2008**

Ongoing tasks:

- Discussion with members of the Partnership Technical Advisory Committee and MTC's Advisory Council on RTP performance measurement
- Bay Area Transportation: State of the System report (2002-2009)
- Project-level performance analysis in *Transportation 2030* and for Transportation 2035
- Performance analysis of the Transportation Improvement Program (with each update)
- Collection of freeway congestion data

Products

Estimated Completion Date

Periodic releases of performance data followed by State of the System 2007 compendium
Freeway congestion monitoring

Fall 2009 – Spring 2010

Fall 2009 and Spring 2010

Recommendations to refine project evaluation in the long range plan update

Summer 2009

Work Element 1311: Implement Lifeline Transportation Program

Description

In the Transportation 2035 Plan, the Commission added an additional \$400 million in funding to support Lifeline Transportation Program, bringing the total to nearly \$700 million over the plan's 25-year span. As outlined in the guidelines, the program is administered at the county level, primarily through county Congestion Management Agencies (CMA). Thus far, there have been two cycles of Lifeline funding.

Staff continues to work with county Congestion Management Agencies to implement community-based transportation planning (CBTP) in the 25 communities identified in the CBTP guidelines, and will be wrapping up those plans in the FY 09/10 fiscal year. The Commission approved planning in an additional 18 communities of concern, a number of which are already underway. An outgrowth of the *2001 Regional Transportation Plan*, the CBTP program is a collaborative planning process that engages low-income residents in identifying and prioritizing their transportation needs, as well as solutions to address them.

Staff has begun to implement strategies outlined in the SAFETEA-mandated Public Transit-Human Services Transportation Plan which was adopted by the Commission in December 2007 and referenced in the Transportation 2035 Plan. MTC received a Caltrans Transit Planning grant to examine the transit accessibility and coordination of East Bay health care and social service locations.

Completed Work Products:

- **For a complete listing of completed Community-Based Transportation Plans, see MTC's Website under Planning at: <http://www.mtc.ca.gov/planning/cbtp/>**

Ongoing tasks:

- Continue to implement Community-Based Transportation Planning Program, specifically finish implementing remaining 18 community-based transportation plans
- Continue to hold meetings of the regional welfare to work transportation working group
- Continue to monitor the Lifeline funding program
- Begin discussion with stakeholders on how to evaluate the performance of the overall Lifeline Transportation Program
- Implement strategies outlined in the Coordinated Public Transit-Human Services Transportation Plan, including transportation/land use connections and mobility management
- Work on strategies to improve local data collection

Major Products

Estimated Completion Date

Finish all remaining Community-based plans	2010-11
Continue Community-Based Transportation Planning Program; Report on findings	2010-11
Status report on Lifeline Program activities - initiate overall Program Evaluation (program performance)	Ongoing, 2009-2010
Next Call for Projects for Lifeline Transportation Program	Summer/Fall 2010
Implement Coordinated Public Transit-Human Services Transportation Plan strategies	Ongoing
Implement Caltrans Transit Planning Grant – Transit Accessible locations: Social Service/Health Care and Transit Coordination	2010

Work Element 1312: Support Title VI and Environmental Justice

Description

Environmental Justice is intended to ensure inclusion of traditionally underrepresented and underserved populations such as the elderly, disabled, low income, and minority (i.e. Black, Hispanic, Asian-American, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders in the minority and low-income communities in the transportation planning process and to ensure that communities of concern enjoy equitably in the benefits of the transportation network without bearing a disproportionate share of the burdens. MTC addresses Environmental Justice in part by conducting an Equity Analysis as part of the regional transportation plan updates, and through its various programs and planning efforts that are included in the Lifeline Transportation Program. MTC also adopted two environmental justice principles that were recommended by MTC's Minority Citizens Advisory Committee (MCAC).

Principle #1 – Create an open and transparent public participation process that empowers the elderly, disabled, low-income communities and communities of color to participate in decision making that affects them.

Principle #2 – Collect accurate and current data essential to defining and understanding the presence and extent of inequities, if any, in transportation funding based on race and income.

MTC currently develops a public outreach strategy that is appropriate for engaging low-income and minority communities in planning for transportation investments as well as integrates social equity considerations and analysis in MTC's planning and funding process.

Staff has recently completed its Equity Analysis as part of the Transportation 2035 Plan and, based on stakeholder input, plans to engage stakeholders in a short-range snapshot analysis that may consider transit accessibility, affordability, safety and the environment.

Completed Work Products:

- **Transportation 2035 Plan Equity Analysis Report (February 2009)**

Ongoing tasks:

- Develop and implement public outreach activities for regional transportation plans that engage EJ communities
- Continue to prepare Title VI reviews
- Continue to coordinate and oversee activities related to the Lifeline Transportation Program. The Second Cycle Lifeline Program guidelines called for MCAC members to be included in their local evaluation committees.
- In consultation with MTC's Minority Citizens Advisory Committee (MCAC), define and complete a short-range snapshot analysis, considering transit accessibility, affordability, safety and the environment
- In consultation with regional stakeholders, examine means-based fare discount program elements
- Continue to work with MCAC, as well as the Bay Area Partnership, on actions that will advance environmental justice in the region.

Major Products	Estimated Completion Date
Define and complete a short-range snapshot analysis	2010
Next Call for Projects for Lifeline Transportation Program	Summer/Fall 2010
Continue discussion on the means-based fare discount program	Ongoing
Work with MCAC on next steps and actions related to their Environmental Justice Principles	Ongoing

Work Element 1412: Air quality conformity

Description

MTC is responsible for preparing a transportation-air quality conformity analysis to demonstrate that the Regional Transportation Plan and the Transportation Improvement Program are consistent with (or “conforms”) to the motor vehicle emissions budget as set forth in the State Implementation Plans (SIPs). MTC currently prepares a transportation conformity analysis to demonstrate RTPs and TIPs conform to the national 8-hour ozone standard and national 8-hour carbon monoxide standard.

On December 22, 2008, the Environmental Protection Agency (EPA) designated the San Francisco Bay Area air basin as “nonattainment” for the 24-hour national air quality standards for fine particulate matter (PM_{2.5}). The effective date of this designation is no later than 90 days after publication in the Federal Register, which is likely April 2009. The transportation conformity requirements become effective one year after an area is designated as nonattainment, which is likely April 2010. The development and approval of State Implementation Plans (SIPs) are due three years after effective date of designations, which is likely April 2012.

Note that one year after the PM_{2.5} nonattainment designation, project sponsors are required to prepare a qualitative PM_{2.5} hot-spot analysis for “projects of air quality concern” in accordance with the latest EPA and FHWA guidance. The hot-spot analysis includes a project-level conformity determination that is made by FHWA or FTA. As such, MTC will assist project sponsors by facilitating interagency consultation through the Air Quality Conformity Task Force; the consultation will focus on the methods and assumptions used in the hot-spot analysis. MTC will also work to modify its Fund Management System (FMS), an online version of the “project database” for the TIP, to allow project sponsors to input project information to help MTC staff or the Air Quality Conformity Task Force to determine if a project is subject to the PM_{2.5} hot-spot analysis requirements. Also, as training opportunities on PM_{2.5} hot-spot analysis provided by EPA, FHWA, FTA or Caltrans are offered, MTC will either co-host these training opportunities in conjunction with TIP training sessions or notify project sponsors as such opportunities.

MTC conducts interagency consultation and prepares this conformity analysis in consultation with the Air Quality Conformity Task Force, a consortium of federal, state, regional, and local partners. The Air Quality Conformity Task force is charged with reviewing the approach, methodology, analysis and findings of the conformity analysis. This task force meets on a periodic basis to discuss the conformity analysis and other related conformity or air quality regulations.

MTC is a co-lead agency along with the Association of Bay Area Governments (ABAG) and the Bay Area Air Quality Management District (BAAQMD) for preparation of federal air quality plans (called the State Implementation Plan or SIP) to achieve federal ozone and carbon monoxide standards. MTC analyzes Transportation Control Measures for potential inclusion in attainment (and potential maintenance) plans, primarily for ozone. MTC's ongoing federal air quality activities also include ensuring “conformity” of the RTP and TIP with the region’s federal air quality plan. The implementation status of adopted federal Transportation Control Measures are monitored as part of the conformity analysis.

Under state clean air legislation, MTC provides the BAAQMD with proposed Transportation Control Measures, which are incorporated into the Bay Area *Clean Air Plan* (the 2005 Bay Area Ozone Strategy is the most current plan) in consultation with the Air District.

MTC also assists with tracking the progress of these state Transportation Control Measures which are monitored annually. MTC also assists regional public transit agencies to comply with California Air Resources Board (CARB) regulations regarding the CARB's efforts to reduce both criteria pollutant emissions and exposure to toxic air contaminants from urban buses.

Completed Work Products:

- **Transportation Air Quality Conformity Analysis for the Transportation 2035 Plan and 2009 Transportation Improvement Program/Amendment #09-06 (April 2009)**

Ongoing tasks:

- Conformity analysis of RTP and TIP
- Conduct interagency consultation through Air Quality Conformity Task Force for PM_{2.5} hot-spot analysis (which includes project-level conformity determinations), as needed
- Staff support for the Air Quality Conformity Task Force meetings
- Updates to Air Quality Conformity Protocol (Conformity SIP), as needed
- Analysis and Periodic Updates of State Transportation Control Measures for the preparation of the Clean Air Plan
- Annual status report on State TCMs for Clean Air Plan
- Development of motor vehicle emissions inventories for SIP planning purposes, as needed
- Analysis of new Federal Transportation Control Measures for the preparation of SIPs, as needed
- Preparation of federal air quality plans, as needed
- Participation in public outreach and workshops

Products

Estimated Completion Date

Conformity Analysis for RTP and TIP	TBD
Interagency Consultation on PM _{2.5} Hot-Spot Analyses	TBD, as needed
Conformity Task Force meetings	Periodic
State TCM Updates/Annual Reports	Annual
Preparation of SIPs/TCMs for SIPs	TBD

Work Element 1611: Transportation for Livable Communities Program (TLC)

Description

The TLC Program goals are to support transportation projects that (1) have been developed through a collaborative and inclusive planning process; (2) improve a range of transportation modes by adding or improving pedestrian, transit, and bicycle facilities, and by improving the circulation between these facilities and activity nodes; (3) support well designed, high density housing and mixed-use developments that are well served by transit, or will help build the capacity for future transit investment and use.; (4) support a communities infill or transit-oriented development and neighborhood revitalization activities; and (5) enhance a community's mobility, identity and quality of life; and (6) consider the needs of goods movement activities, including land use compatibility in the vicinity of the region's airport.

MTC offers four kinds of financial assistance through the TLC Program. Projects in the early or conceptual stage of their development are eligible for *planning grants*, which are awarded to help sponsors refine and elaborate promising project ideas. TLC planning projects typically include extensive community outreach and visioning, concept plans and drawings, construction cost estimates, and implementation plans. *Station area planning grants* support the development of local land-use plans and policies for areas immediately surrounding bus, ferry and train stations. The key objective of this program is to help increase the cost-effectiveness of the region's public transit investments by maximizing the number of transit riders who live, work and study in close proximity to transit stations and corridors. Projects with completed plans and collaborative planning processes and/or station area plans are eligible for *capital grants*, which directly support construction and help turn plans into reality. Capital projects include transportation-related improvements such as streetscapes, transit villages, bicycle facilities, and pedestrian plazas. And lastly, under the *Housing Incentive Program*, cities and counties are eligible to receive transportation funds for capital projects when proposing and building affordable and higher density housing developments adjacent to major transit service. Funds may be used for TLC capital projects anywhere within the applicant's jurisdiction.

MTC staff is currently evaluating the TLC program and its continued implementation will be based on the forthcoming evaluation and the policy and funding decisions that are pending as part of the Transportation 2035 Plan.

MTC's TOD Policy

To promote cost-effective transit, ease regional housing shortages, create vibrant communities and preserve open space, MTC has adopted a Transit-Oriented Development (TOD) policy that will be applied to transit extension projects in the Bay Area. Research shows that residents living within half a mile of transit are much more likely to use it and that large job centers within a quarter mile of transit draw more workers on transit.

The \$11.8 billion Regional Transit Expansion Program that MTC adopted as Resolution 3434 in 2001 was accompanied by a strong directive to develop a policy that would condition the allocation of regional discretionary funds for transit expansion projects on supportive local land use plans and policies. In December 2003, MTC adopted a five-point Transportation/Land Use Platform that reconfirmed the Commission's commitment to conditioning Resolution 3434 funds on supportive land use in order to generate new transit riders and make the region's transit investments more cost-effective. In July 2005, the Commission adopted the final TOD policy for Res 3434 transit expansion corridors.

MTC's TOD policy includes three key elements. The first is corridor-based performance measures to quantify minimum levels of development around transit stations. The minimum thresholds are based on the transit mode — there is a higher threshold for more capital-intensive modes, such as BART.

Secondly, MTC is helping to fund station area plans for jobs and housing, station access, design standards, parking and other amenities based on unique circumstances and community character. The third element of the TOD policy is the creation of corridor working groups to bring together local government staff, transit agencies, county congestion management agencies (CMAs) and other key stakeholders along the corridor to help develop station area plans to meet MTC's corridor-wide land-use thresholds.

Case studies have been conducted along five Resolution 3434 corridors — BART to San Jose, e-BART to east Contra Costa County, Sonoma-Marín Rail Transit (SMART), the Dumbarton rail corridor and select ferry corridors — to help evaluate the varying demands and capacities for both housing and jobs, and to determine potential paths to success. MTC staff presented annual evaluations of the TOD policy to the Commission in 2006 and 2007. The TOD policy will continue to be implemented, monitored and evaluated. The next significant milestone will come in the awarding and execution of a second cycle of Station Area Planning Grants. There is currently \$7.5 million available for the next cycle of grants.

Regional Smart Growth

See Work Element 1612 for details on the FOCUS program – the multi-agency effort to refine and implement the Bay Area's Smart Growth Vision.

Completed Work Products:

- Financing Transit-Oriented Development in the San Francisco Bay Area (August 2008)
- Ten Years of TLC: An Evaluation of MTC's Transportation for Livable Communities (April 2008)
- Station Area Planning Manual (October 2007)
- Toolbox Handbook: Parking Best Practices & Strategies for Supporting Transit-Oriented Development in the San Francisco Bay Area (June 2007)

Ongoing tasks:

- Transportation for Livable Communities – Implementation and Evaluation
- Program and administer federal funds through TLC planning, capital, and HIP programs
- Monitor and track delivery of TLC planning, TLC capital, and HIP projects
- Coordination of T-PLUS grants to county CMAs
- Implementation of MTC's Res. 3434 TOD policy to condition transit funding in Res. 3434 corridors on minimum levels of surrounding supportive land uses
- Coordination of local corridor working groups to help implement the TOD policy in affected Res 3434 corridors
- New cycle of Station Area Planning Grant Program to assist cities in developing supportive land use plans around stations in Res. 3434 corridors and Priority Development Areas (PDAs) under the FOCUS program
- Coordination with and assistance to MTC-ABAG-Air District-BCDC Joint Policy Committee
- Technical assistance to local governments pursuing smart growth policies and projects
- Development of new study analyzing consumer preferences and their influence on whether individuals could be attracted to live in transit-oriented developments

Products

Estimated Completion Date

Implement TLC Program

TBD

Implement MTC's TOD Policy

Ongoing

Work Element 1612: Partnership Blueprint Planning Program

Description

To assist local governments in achieving land-use change consistent with the region's transportation and environmental objectives, the Bay Area's regional agencies (with the assistance of a Partnership Blueprint Planning Program grant from the State of California) have initiated a cooperative regional planning and implementation program called FOCUS.

FOCUS builds upon and extends a number of existing Bay Area smart-growth initiatives: the *Smart Growth Strategy / Regional Livability Footprint Project*; the jointly adopted *Smart Growth Preamble and Policies*; ABAG's smart-growth-policy-based *Projections* series (i.e., *Projections 2003, 2005, and 2007*); MTC's Transportation for Livable Communities (TLC) planning and capital grants program, including the Housing Incentive Program (HIP), the Resolution 3434 Transit-Oriented Development (TOD) policy; the Transportation and Land-Use Platform in *Transportation 2030*; and ABAG's most recent Regional Housing Need Allocation (RHNA), which directs housing responsibility to jurisdictions based on the presence of high-quality transit and the potential to improve jobs/housing balance.

FOCUS acknowledges the primacy of local governments in land-use matters; and it seeks the voluntary cooperation of local governments in facilitating the development of compact and complete neighborhoods. As illustrated in the target analyses done for the *Transportation 2035* vision, this form of focused neighborhood development will provide powerful assistance to the region's efforts to achieve greater transportation efficiency and environmental protection, particularly related to climate change.

In early 2007, local governments were invited to submit applications for regional Priority Development Area (PDA) designation. To qualify for PDA status, a neighborhood has to be within an already developed community, have access to existing or proposed high-quality transit, and be planning for additional new housing. PDAs are also required to have a minimum area of about 100 acres. This is to ensure that areas are at a scale appropriate to be planned and developed as complete neighborhoods, not just as singular, unconnected housing projects.

At the time of application, jurisdictions were informed that designated PDAs could become eligible for as-yet-unspecified regional and state incentives to assist them in achieving their development objectives. Regional agencies provided only a qualified commitment to employ their best efforts to find sources for incentive funding and make this funding available at the earliest feasible opportunity. There were no firm funds and no firm timelines for funding.

In spite of only a vague and heavily conditioned promise of future incentives, over fifty local-government jurisdictions submitted PDA applications covering over 120 individual Priority Development Areas. Divided into "Planned" and "Potential" designations based on the completeness of present planning documents and consequent readiness for capital investment, the proposed PDAs cover about three percent of the Bay Area's land area. However, an aggregation of the jurisdictions' own estimates of future housing development suggests that the PDAs could easily accommodate nearly half of the region's projected housing growth to 2035. If realized, that could be a significant contribution to the Bay Area's focused-growth objectives.

The list of initial planned and proposed PDAs, numbering more than 120, was adopted by the ABAG Executive Board on November 14, 2007. An additional twenty planned and potential PDAs were adopted on November 20, 2008

A complementary list of ninety-eight Priority Conservation Areas (PCAs), which encompass near-term opportunities to protect open space, environmental resources and critical habitat, was adopted on July 17, 2008.

MTC will continue to provide assistance to ABAG in development of Blueprint grant to Caltrans in order to help implement FOCUS program and refine Bay Area Smart Growth Vision.

Major Tasks

Objective 1: Implement and Expand Comprehensive Incentive Package

Task 1: Implement Regional Agency PDA Capital Incentives Package

Regional Capital Incentives: The Regional Transportation Plan (RTP) represents the single largest potential source of capital incentives for PDAs. Considering the linkages between land use, transportation efficiency, clean air and climate change, the draft 2009 RTP makes a commitment to increasing the support for the development of complete communities near transit by increasing funding for the Transportation for Livable Communities (TLC) program from \$30 million to \$60 million annually for capital infrastructure investments.

Staff is currently working on draft criteria and a set of policies that clearly directs TLC capital funds to PDAs. These funds will also be linked to explicit requirements and related performance measures for additional housing growth, compatible mixed-use development and infrastructure which encourage non-automotive travel modes. The funding will be structured in a way that leverages funding from other sources including local, state, redevelopment, and non-profit sources. Funding of PDA capital infrastructure investments will provide examples of Priority Development Areas as complete communities at several scales (referred to as placetypes) reflecting the diversity of PDAs from major regional centers to transit town centers.

Upon availability of regional capital funding, FOCUS staff will disseminate information and announce the availability of competitive funding for capital infrastructure investments. Staff will hold sub-regional workshops for PDA applicants and coordinate publicizing the availability of funding with the state's capital incentive programs including the State TOD Program and the Infill Infrastructure Grant Program. Subsequent to the award of regional capital infrastructure investments to the PDAs, staff will monitor the implementation progress related to funding requirements and related performance measures.

Additional Capital Incentives: FOCUS staff will continue to pursue other viable funding options for PDA capital infrastructure and related investments..

Deliverables:

1.1	Written announcement and marketing materials to PDAs describing available capital incentives.	9/09
1.2	Updated webpages on the FOCUS-related website, www.bayareavision.org , describing available, regional and state capital incentives available to PDAs.	Continuous
1.3	Sub-Regional Workshops and workshop materials	9/09
1.4	Capital Infrastructure Performance Measure Monitoring Report	2/10
1.5	Report outlining additional capital funding secured for PDAs.	2/10

Task 2: Implement Regionally Funded Planning Grants

In June 2008, \$7.6 million in planning grant funds were awarded to PDAs from MTC's Station Area Planning Grant program.

In FY09-10, the 1st round of PDA Station Area Planning Grants will result in 14 neighborhood-level planning processes that will either be adopted or nearing adoption during the year. Regional planning staff will participate in the grant-funded local planning efforts and monitor the efforts for conformance. Regional staff will also serve as network facilitators among PDA planning efforts, identifying issues and solutions in common and ensuring that all of the adopted plans achieve the end goal of planning for the development of complete communities that facilitate access through proximity and accommodate significantly more housing at higher densities near transit. The 2nd round of station area planning grants will be announced in FY09-10.

Deliverables:

2.1	Joint regional and local quarterly progress reports for PDA Planning grants.	Quarterly
2.2	FOCUS website – station area plan progress reports, best practices, and planning grant implementation challenges and solutions	Continuous
2.3	Evaluation report describing how regional goals/performance measures are being addressed in each local planning process and summarizing issues and solutions in common as well as important differences.	12/09
2.4	Conduct 2 nd call for planning grants	12/09
2.5	Review 2 nd call planning grant applications	2/10

Task 3: Offer Technical Assistance to PDAs

The third FOCUS incentive for PDAs is continued technical assistance support for local planning and development processes. Based upon requests for technical assistance information received as part of PDA applications (rounds 1 & 2), the PDAs have a technical assistance need of approximately \$1.65 million.

Staff from the four regional agencies involved in FOCUS can assist cities with a wide variety of issues including those related to community outreach, parking, air quality and infrastructure design. In addition, MTC has committed \$450,000 to employ consultants providing narrowly scoped assistance to local planning programs. This commitment augments funding received as part of the 3rd year blueprint grant funding and will be enhanced by funding received in this grant cycle. Assistance to be offered from consultant resources includes:

- Development of market analysis and financial tools to implement a local plan, including housing (both market rate and affordable), and basic infrastructure (e.g. sewer, storm water, etc.)
- Detailed parking management strategies and modeling of parking demand (Regional agency staff is likely to offer direct support on this task as well.)
- Support for transportation solutions that support plan implementation including pedestrian design, transit connection design, transit service development, local circulation, and bicycle access.

FOCUS staff will identify specific land-use, transportation, and community development issues affecting PDAs at a local level and respond with resources to assist local government staff in implementing their PDA plans. Staff and consultants will also be available to make presentations to local governments

and participate in public hearings relative to plan implementation and on key topics related to the development of PDAs.

Furthermore, the regional agencies will continue to work with a network of non-profit organizations to complement their local planning assistance efforts. That network covers a variety of community and development concerns, and has been particularly helpful with issues related to displacement, non-motorized transportation, sustainability, and environmental justice.

Deliverables:

3.1	Menu of Technical Assistance available to PDAs.	2/09
3.2	Delivery of technical assistance through regional agency staff and consultant team.	Continuous
3.3	Evaluation report of services delivered to PDAs and inventoried archive of documents resulting from services (photo-simulations, analyses, etc.), including documentation feedback on the requirements for additional technical assistance services.	10/09

Task 4: Advance conservation of the PCAs

The first call for PCA nominations was extremely successful with over 100 nominations submitted. Adoption of PCAs as part of FOCUS will lead to collaboration with local and regional partners to communicate the need for additional funding for land conservation in the San Francisco Bay Area and continued collaboration with public and private funding entities. The new PCA database will be maintained and updated, and progress made on land conservation efforts relevant to PCAs will be monitored. The FOCUS website and outreach materials will be utilized to advance and coordinate the protection of the PCAs. Meetings and workshops with land conservation funding entities including public agencies and private foundations will be conducted to secure and leverage additional funding.

Deliverables:

4.1	Updated PCA database.	07/09
4.2	Priority Conservation Area Annual Report - Success Stories.	12/09
4.3	Meetings with potential funders, list of meetings, and description of funding secured.	Continuous

Objective 2: Expanded Public Participation and Enhanced Local/Regional Collaboration

Task 1: Engage Local Governments & Aggregate Local Data

FOCUS staff will expand their understanding of local issues in PDAs and PCAs to determine what resources are needed to achieve specific goals and how to best satisfy those needs. To this end, we will update our enhanced PDA and PCA databases, identify and confirm assistance needs and document progress against explicit performance measures. Regional agency staff will aggregate regional data for PDAs and PCAs and collect additional data where necessary. This will include PCA land statistics and conservation priorities.

We will update and publicize our online Priority Development Area Showcase with outreach to PDA jurisdictions, developers, foundations, affordable housing providers, transit providers, and residents of PDAs where planning grants are under development. Staff will also update and publicize the PCA online showcase and will conduct outreach to local governments, land conservation agencies and organizations, public agencies and foundations. The FOCUS website will be revised to provide information and improved links to/from local jurisdictional websites and planning department webpages.

Deliverables:

1.1	Refined aggregate data for PDA/PCAs.	9/09
1.2	Updated PDA database	10/09
1.3	Progress reports incorporating data/charts from Regional PDA database, i.e. total planned and constructed housing units, infrastructure needs and status of infrastructure projects	Quarterly
1.4	Updated and publicized online PDA Showcase	9/09
1.5	Updated and publicized online PCA Showcase	9/09
1.6	e-newsletter, revised FOCUS website	Continuous

Task 2: Enhance Peer Exchange Opportunities

Building upon peer exchange events established in FY08-09, FOCUS will provide networking events, including the FOCUS Forum, a monthly speaker series to provide local staff and policymakers from PDAs with best practices and an opportunity to gather to share challenges and related solutions relative to planning for and developing PDAs as complete communities. FOCUS Forum topics will be identified in part based upon issues and challenges identified relative to PDA Planning Grants, Capital Infrastructure Investments and Technical Assistance.

City and county public health departments are increasingly making the connection between the walkable environments provided by complete communities and the public health goal of reducing obesity. In addition to enhancing existing outreach activities for existing constituencies, FOCUS will expand outreach for meetings/workshops beyond elected officials, planning departments, city managers, and stakeholder groups to include public health departments and public works departments, to create local inter-agency support for PDA development.

Deliverables:

2.1	Convene and publicize networking events & create web record.	Continuous
2.2	FOCUS Forum – Monthly Best Practices Speaker’s Series	Monthly
2.3	FOCUS Workshop – Public Works Directors and Staff	6/09
2.4	FOCUS Workshop – Public Health Directors and Staff	4/09

Objective 3: Measuring Success: Priority Area & Regional Performance

Task 1: Finalize Regional and Local (PDA/PCA) Performance Measures

Draft Regional and Priority Development & Conservation performance measures have been developed in FY08-09 to quantify and track the results we hope to achieve through our regional planning efforts. These measures will be used to comparatively assess actual achievements. FOCUS staff has conducted significant outreach relative to the draft PDA measures including presentations to the Joint Policy Committee, Regional Planning Committee, and ABAG Executive Board. The draft criteria were also presented as a topic at a FOCUS Forum Speaker's Event and at sub-regional workshops related to the 2nd call for PDA nominations.

PDA performance criteria will be utilized to track progress and as a basis for awarding regional capital incentive funding to PDAs. The draft PDA performance criteria utilize Vehicle Miles Traveled (VMT) as a key criterion measure and supporting criteria related to the categories of community improvement (*how was the plan developed with community members?*); housing choice (*how does the plan for the PDA help expand the overall quantity, density, and affordability of housing?*); transportation choice (*how does the plan facilitate walking, bicycling, and transit alternatives?*); land-use compatibility (*how does the plan address potentially conflicting land-use and circulation functions?*); and sustainability (*how does the plan address and balance the 3e's?*). PCA performance measures will relate largely to the amount of acreage preserved and will be tracked as various stages of protection or preservation occur such as the sale of a property to an entity for conservation purposes or when a farmland or conservation easement is applied to a parcel in a PCA.

In addition to the PDA and PCA-specific criteria described above, regional agency staff will aggregate regional data for PDAs and PCAs and collect additional data where necessary. This will include PCA land statistics and conservation priorities.

Deliverables:

1.1	Finalized PDA Performance Measures.	6/09
1.2	Finalized PCA Performance Measures.	6/09

Task 2: Regional Performance Targets and Alternative Scenarios Report

Through December 2008 regional agency staff will be engaged in the first of two extensive outreach processes related to two alternative scenarios for *Projections 2009* that assume different growth patterns and differing levels of land-use change relative to the adopted targets. One alternative scenario assumes modest increases in transit-oriented development following the pattern of project-by-project that has characterized TOD in the Bay Area in recent years. The other scenario takes a more intensive focused growth approach toward planning and developing complete communities near transit and employment centers and reducing the amount of single-use suburban sprawl. These alternatives will be compared on regional, sub-regional and jurisdictional levels relative to the performance targets. Input on these scenarios will then be incorporated into a final preferred scenario that will be vetted through a public outreach process concluding with adoption of *Projections 2009* in Summer 2009.

In the interest of ensuring that local jurisdictions are addressed in an equitable manner in the forecasts, growth is allocated based upon transit location and other factors rather than by Priority Development Area designation. However, given that the vast majority of significant transit-served locations in the region are PDAs, the priority development areas play a very important role in the scenarios.

Initial outreach suggests that the scenarios have the potential to significantly broaden understanding in the region of the challenges facing the Bay Area and its communities in addressing growth in an era of climate change. In 2009 a Final Report outlining the *Projections 2009* Alternative Scenarios and related Performance Targets will be produced. This document will be targeted for a wider audience than past *Projections* documents and geared to reach not only local elected officials and staff, but also opinion leaders, the development community, economic, environmental, and equity stakeholder groups, and other entities interested in the region's future.

Deliverable:

2.1	<i>Projections 2009</i> Performance Targets and Alternative Scenarios Final Report	8/09
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Task 3: Prepare State of the Region Report

In the course of implementing FOCUS and the related advancement of the update of *Transportation 2035* and *Projections 2009* the value of regional performance measures has been made very clear. Our region's effort to establish clear performance objectives related to the region's planning initiatives has made it possible to tell a story and engage local communities, elected officials, and citizens in a deeper way than in the past. Our regional dialogue relative to the link between land use and transportation has begun to increase understanding in the region of the power of, and some of the challenges of implementing complete communities served by transit as the central tenet of our regional blueprint plan.

Building upon the significant work advanced to date, regional agency staff will prepare a State of the Region Report that includes regional, local, PDA, and PCA performance measures. Performance measures that will be utilized include housing permits by income category, transportation mode by location, VMT, transit-ridership, infill development acreage, greenfield development acreage and lands conserved. Regional agency staff will work with regional committees to develop a full set of metrics that will be utilized in the State of the Region report. Data will be reported regionally and aggregated for PDAs and PCAs. Regional development capacity, PDA development potential, and infrastructure needs related to that potential will be documented and a primary emphasis of this report. PCA statistics for lands already protected via policy (urban growth boundaries, agricultural zoning) and ownership (parkland, open space districts, farmland easements) will be presented as a way of tracking progress toward the protection of the PCAs and relative to the regions remaining greenfield development capacity.

The San Francisco Bay Area is engaged in an increasingly sophisticated regional conversation regarding how and where the region in the context of climate change. The introduction and initial implementation of FOCUS and leadership by the regional agencies has started to bridge long-standing divides between local governments and regional agencies relative to coordinating growth and development. The adoption of PDAs and PCAs has also created opportunities for collaboration between local and regional government and CMAs, transit providers, as well as other entities such as school districts, public health departments and other stakeholders in the advancing a sustainable regional development and conservation strategy.

In advance of the implementation of SB375 and the Bay Area's Sustainable Communities Strategy, the development of a State of the Region Report involving many different constituencies and the release of the Report as a snapshot of the region from a sustainable communities and sustainable region perspective, will provide the regional agencies, local jurisdictions and our contributing entities with a jumpstart in developing a meaningful and implementable Sustainable Communities Strategy.

Deliverables:

3.1	Regional committee	8/09
3.2	Refined regional performance measure data	8/09
3.2	Draft State of the Region Report..	11/09
3.3	Final State of the Region Report.	12/09

Objective 4: Supporting Focused Growth: PDA Public Communication

Task 1: Develop marketing materials for a subset of planned PDAs

FOCUS will develop marketing materials for use in a subset of planned PDAs. Local jurisdictions, developers, realtors, business groups and other entities with a stake in the success of transit-oriented developments in planned PDAs will be able to utilize these materials to market the benefits of living in a complete community. Example materials include transit information kits and free transit passes for (6 mos. to 1 year) for new residents of transit-oriented development. Transit passes provided by MTC in cooperation with transit providers will provide a means for new residents to regularize transit-use and increase transit ridership and reduce VMT.

A targeted campaign for planned PDAs that have reached a critical mass in terms of existing development and related complete communities amenities, and that encompass new residential developments will serve to raise the profile of, and make the case for complete communities beyond the existing private sector project-based media campaigns that exist in the region. PDA and related developments that are featured as part of this communication strategy will be identified as part of the online FOCUS PDA Showcase with web links to transit, housing, and community amenities information.

Deliverables:

1.1	List of planned PDAs for targeted marketing assistance.	8/09
1.2	Marketing materials.	8/09
1.3	Updated FOCUS website highlighting the benefits of living in a complete community with example PDAs	9/09
1.4	Report outlining PDA Communication and Marketing Coordination Effort.	2/10

Objective 5: Assess Alternative Regional Employment Distributions

Task 1: Convene multi-sector discussions on the future of employment in the Bay Area

With partners from the business community, labor organizations, and the environmental sector we will initiate a series of meetings, possibly including a major conference, to discuss employment growth and the emerging factors which may require changing the way employment is distributed across the region. These discussions will involve experts and stakeholders from a variety of perspectives, who together will confront a series of pointed questions about economic and environmental forces that may shape office, commercial and industrial development

Deliverables:

1.1	Meeting series with business community, stakeholder interests	5/09
1.2	Regional multi-sector conference on employment distribution	7/09

Task 2: Regional Policy on Alternative Employment Distributions

Based upon the discussions in Task 6.1 and drawing upon the region's data and modeling resources as well as a survey of best practices, we will produce a document that evaluates the desirability of alternative employment distributions and assesses alternative strategies for influencing how employment growth occurs. The document will conclude with a recommended approach to considering employment in the continued implementation of FOCUS PDAs and in the development of the region's Sustainable Communities Strategy as required by SB375.

Deliverables:

2.1	Issue papers related to employment distribution	9/09
2.2	Regional policy recommendations on employment distribution	1/10

Objective 6: Inter-Regional Coordination

Task 1: Identify Challenges and Opportunities for Inter-Regional Planning

SB375 recognizes the interdependence of regions relative to development and growth, land-use, transportation, and economic development. In recent decades the Bay Area, similarly to other coastal metropolitan regions in California has had a "drive until you qualify" development pattern whereby households seeking to find an affordable home moved to less costly inland areas within the region, and increasingly to adjacent regions. In Northern California this development pattern resulted in explosive growth in counties surrounding the Bay Area, particularly in the Central Valley.

Sometimes stark political, economic and socio-cultural differences between regions have likely played a role in strikingly different approaches to planning and growth management between the Bay Area and some of the surrounding regions. For example, all Bay Area counties (with the exception of San Francisco) have county-level urban growth boundaries and farmland preservation policies. Most of the regions/counties surrounding the Bay Area do not. The effect of differing policies in adjacent regions may be to induce growth in a way that is counter to the goals and requirements of SB375 and the development of regional Sustainable Communities Strategy.

In FY09-10, preceding the development of regional Sustainable Communities Strategies, the Bay Area and the adjacent regions of Northern California have an opportunity to learn from one another and consider how existing policies impact growth, land-use, transportation needs and infrastructure, and economic development in the context of climate change. In particular, the regions can collectively and individually benefit from a consideration of the relationship between regional blueprint plans, transportation plans, demographic forecasts and related performance measures. FOCUS staff will coordinate with MPOs in surrounding regions to convene meetings, share information, and develop a paper identifying key inter-related challenges and opportunities faced by the regions in developing Sustainable Communities Strategy.

Deliverables:

1.1	Meetings with Bay Area-adjacent MPOs	Continuous
1.2	Webpages/weblinks	Continuous
1.3	Northern California Inter-Regional Planning Challenges and Opportunities paper.	1/10

Work Elements 1130: Legislation and Public Affairs

Objectives

This subcategory provides for monitoring, analyzing, proposing and evaluating legislation and regulations that affect MTC. In addition, this subcategory provides for advocacy activities before state and federal legislative bodies or representatives. Further, it covers MTC's efforts to inform and involve the public in MTC's key initiatives, decisions and operational project's activities.

Major Tasks

- **Implement public information program**
- **Maintain and advocate an effective legislative program**
- **Graphics services**
- **Library Services**

Major Products to be delivered in FY 2009-10	Estimated Completion Dates
Annual Report to Sacramento delegation	Winter 2009
Annual Report to Congressional Delegation	Winter 2009

Work Element 1112: Implement public information program
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Description

To involve the interested public in transportation planning, fund programming and allocation processes; to recognize achievements in the field of transportation as well as to inform the media and public about current transportation activities, including regional operations projects, such as 511, TransLink® and Freeway Service Patrol. MTC seeks to ensure appropriate public participation in the transportation planning process in accordance with the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and federal policy by means of organized outreach and involvement activities, and through the formation of advisory committees. This task also involves working with transportation agencies to promote the use of public transit through marketing and public information programs and, facilitate coordination of transportation services as well as to organize informational/educational programs for the public, as well as MTC staff members.

Ongoing tasks:

- Support public meetings and other public participation activities per Public Participation Plan
- Conduct media relations activities: prepare news releases and press packets; respond to requests for information; arrange press conferences; write and place op-ed pieces and articles; arrange editorial meetings; place Commissioners and staff on public affairs shows
- Manage public participation for MTC’s Regional Transportation Plan and Transportation Improvement Program
- Document formal Tribal government-to-government relations separately from public participation efforts, and solicit early involvement of Tribal governments and associated Native American organizations and individuals in public participation efforts
- Operate a kiosk aimed at informing the public about MTC’s operational projects (**Funded by General Fund**)
- Manage the Regional Measure 2 Marketing Program
- Manage activities related to MTC’s three citizen advisory committees
- Publish monthly *Transactions* newsletter and/annual report
- Edit and supervise layout for *Street Talk* and *On Patrol*
- Conduct MTC Awards Program, including audio-visual presentation
- Provide editorial support to agency (including speeches, brochures, etc)
- Provide Public Information Update
- Organize/arrange internal speakers series and external speakers bureau
- Manage the Climate Protection Campaign, which includes public outreach and marketing elements
- Provide graphic services for MTC and RTP reports and publications

Products

Estimated Completion Date

<i>Bay Area Monitor</i> newsletter	Bimonthly
<i>Transactions</i> newsletter	8 to 10 times per year
Press Releases etc.	As required
Email notifications	As required
Brochures, postcard	As required
MTC Web site	Ongoing

Work Element 1131: Maintain and advocate an effective legislative program

Description

MTC monitors information and participates in discussions with other regional and statewide organizations. In working toward these objectives, MTC staff will monitor and participate in discussions with other regional and statewide organizations regarding legislation. MTC staff develops legislative positions and proposals, obtains Commission approval, and advocates our positions and proposals to the appropriate legislative bodies. Advocacy includes visits between staff and Commissioners and state and federal elected officials. No state or federal funding is used to support advocacy programs.

Major Tasks

- Monitor changes to federal and state legislation and regulations and disseminate information
- Review and analyze new legislation and budget proposals
- Prepare and distribute legislative history and fact sheets
- Provide updates on transportation matters to MTC and Partnership Committees
- Develop legislative programs and proposals
- Develop and advocate positions on:
 - Funding for Resolution No. 3434, Regional Transit Expansion Program
 - State Infrastructure Bond/Proposition 42 funding
 - FSP and operational program funding
 - State and federal fund programming reform
 - Environmental protection legislation
 - Address funding shortfalls
- Prepare legislative action alerts and testimony
- Provide content for and keep updated the legislative portion of MTC's Web site
- Represent MTC before Congress, U.S. DOT, the State Legislature, and related agencies
- Coordinate agency efforts in legislative strategies related to federal SAFETEA programs and re-authorization, and state funding and project delivery reforms.
- Utilize staff and consultants to actively participate in state and national forums involving the formation of legislative and regulatory proposals

Products

Estimated Completion Date

Legislative History	Monthly
Fact Sheets, Issue Papers	As required
Updates on Bay Area transportation	As required
Legislative and regulatory evaluations	As required
Legislative Action Alerts	As required
Annual Report to Sacramento delegation	Winter 2009
Annual Report to Congressional Delegation	Winter 2009

Not funded through the OWP process

Work Element 1154: Graphics services

Description

MTC's graphics staff provide graphic, artistic and technical support to MTC for presentation in publications, maps, and documents and presentations.

Ongoing tasks:

- Graphics work for RTP and other MTC reports
- Graphics work for *Transactions* and other MTC publications
- Map and graphic presentation materials for public meetings
- Citizen's Guide* and "*Moving Cost*" updates
- Design and production reports
- Provide graphic services for MTC and RTP reports and publications
- Lay out for *Transactions* and annual report
- Design and production of other MTC newsletters (*Street Talk* and *On Patrol*)
- Maps and presentation materials for outreach meetings
- Development of new systems for making forms available to staff online

Products

Estimated Completion Date

- Transactions* graphics
- Other graphics products

- Monthly
- As required

Work Element 1156: Library services
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Description

Provides library and information services for MTC Commission and staff, for ABAG and transit property boards and staff, for employees of other public agencies, and for the public. Maintains and archives MTC publications and documents for the Commission's internal records.

Ongoing tasks:

- Manage MTC Library, maintain a collection of print and electronic format documents and sources of information that support the work of MTC and ABAG
- Provide reference services to MTC Commission and staff and to ABAG staff, as well as to outside agencies and the public
- Screen major media, prepare and disseminate daily electronic "Transportation Headlines" compilation via email and Web
- Maintain the MTC Records Management Program for archiving internal records
- Maintain the MTC Publications Distribution Center
- Publish bibliographies of MTC and ABAG publications
- Provide electronic access to Library catalog through the Internet
- Publish a quarterly listing of library acquisitions
- Maintain the library and publications sections of MTC's Web page
- Serve as an affiliate of the State Data Center
- Maintain the Bay Area Census Web site
- Maintain MTC Wiki Web site (MTC's internal intranet)

Products**Estimated Completion Date**

Electronic news clippings summary	Daily
New in the Library	Quarterly
MTC Publications Bibliography	Ongoing
ABAG Publications Bibliography	Ongoing
MTC Web Page	Quarterly
Major MTC Publications	As required

Work Element 1150: Agency Management

Objective

This subcategory provides for agency management, including financial management, administrative services and other services such as computer, graphics and library support.

Major Tasks

- **Executive management**
- **Financial management**
- **Administrative services**
- **Information Technology Services**
- **Regional Administrative Facility**

Major Products to Be Delivered in FY 2009-10	Estimated Completion Dates
Agency Overall Work Program	July 2009
Operating Budget	July 2009
Annual Independent Audit	November 2009
Annual Affirmative Action Program Report Update	September 2009
Annual DBE Availability Report	July 2009
RAFC Operating and Condominium Reserve Budgets	June 2010
RAFC Annual CPA Audit and Tax Returns	November 2009

NOTE: Costs that fall within the first five tasks above are general and administrative costs, which are distributed across all other work elements.

Work Element 1150: Executive Management
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Description

MTC utilizes a strong executive team to provide for the effective management of MTC. The principal means of achieving effective management is coordination of the executive, management and support functions:

- Executive Office provides direction on all policy matters and develops priorities for the OWP
- Legal Office provides legal support for all Commission matters
- Administrative Services includes management and reporting of all AA/EEO and DBE programs
- Finance provides the accounting, budgeting, and the general internal controls necessary to administer the OWP as well as to provide for all audit requirements

Ongoing tasks:

Direct and coordinate OWP preparation, implementation and monitoring

Develop and maintain agency policies and procedures

Provide legal services to Commission and agency staff

Update , administer, monitor and report on the agency's DBE program

Products**Estimated Completion Dates**

Agency Overall Work Program

July 2009

Agency Overall Work Program Progress Reports

Quarterly

Annual Pass-Through Agreement with ABAG

July 2009

Work Element 1152: Financial management
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Description

To maintain and operate MTC's accounting and financial reporting system in such a manner as to establish adequate internal controls, ensure that obligations are properly recorded and paid, assure compliance with statutory requirements, and provide timely, pertinent, and accurate financial information. Financial management includes maintaining accounting records in such a way as to be accurate and in strict accordance with Generally Accepted Accounting Principles (GAAP), OMB Circular A-133, as well as with the accounting policies and procedures established by the Commission. Finally, to confirm financial management through an annual independent audit.

Ongoing tasks:

- Direct and coordinate annual agency budget preparation, implementation and monitoring
- Conduct GAAP compliant annual audits, including OMB Circular A-133 standards
- Conduct annual audit of MTC's financial records in accordance with GAAP and OMB A133
- Maintain financial records in accordance with highest GAAP and OMB Circular A-133 standards

Products	Estimated Completion Date
Operating Budget	July 2009
Financial Reports	Monthly
Financial Summaries	Monthly
Requisitions to Funding Sources	Monthly or as required
FTA Section 5303 Record-Keeping and Requisitions	Quarterly
Annual Independent Audit	Fall 2009
Investment Reports	Monthly
OWP	Spring 2009
Compliance Audits	As Required

Work Element 1153: Administrative services

Description

MTC's Administrative and Technology Services Section provides various support services to MTC staff, including human resource services, training programs, general services, purchasing, contract management services, copy center services, computer and desktop support, copy center services and so forth.

Ongoing tasks:

- Development and administration of human resources, employee benefits program and, administrative policies and procedures.
- Administration of the training and internship programs
- Propose, monitor and report on AA/EEO programs
- Represent MTC in meet and confer sessions with the employee groups.
- Purchasing, procurement and contract management services.
Copying and mail services.
- Agencywide reception services.
- Management of employee and agency parking facilities.
- Update, administer, monitor and report on the agency's DBE program
- Administrative programs, as needed (e.g., Safety, Security, Injury Prevention Program (IPP), Americans with Disabilities Act (ADA) compliance, etc.)
- Administer business insurance program.
- Provide management and staff services to Regional Administrative Facility Corporation

Products

Estimated Completion Date

Administrative Policies and Procedures	As required
Contracts, Purchase Orders and Agreements	Ongoing
Recruitment activities	On-going
Training programs	On-going
Employee Recognition	On-going
Staff Classification and Compensation Implementation	Ongoing
Semi-Annual Salary Review	July 2009/January 2010
Space Planning Implementation	On-going
Annual Affirmative Action Program Report Update	September 2009
Annual DBE Availability Report	July 2009
DBE Semi- annual Progress Reports	October 2009/April 2010
Business Insurance Renewal	April 2010

Work Element 1161: Information Technology Services

Description

Provide ongoing operation, maintenance and enhancement of computer, communication and information systems as an essential support function to enable MTC to accomplish its objectives. This task includes “help desk” support and training for all MTC staff, on-going evaluation of developments in information technology, and development of implementation plans to incorporate new elements as required.

Acquisition, implementation and maintenance of new information technology systems and services, is another important support task. This includes develop of applications that support business functions (i.e. Fund Management System and more interactive services provided through MTC’s Web site). Functions include upgrading the hardware and software underlying the Web site, and installing more sophisticated systems to manage the Web-based information more effectively.

Ongoing tasks:

- Operation, maintenance and upgrade of desktop computers, network, information systems and other communication devices.
- IT Strategic Plan implementation and update
- Network and programming services in support of MTC projects,
- Network security assessment and remediation
- Development of Information Technology policies and procedures
- Desktop management and Help desk system
- Server and network architecture enhancements to support current and future needs
- Coordinate information technology planning and services with ABAG including GIS, network security, and disaster recovery, among others
- Web Site Architecture and Design Plan
- Web audio-cast of Commission and committee meetings
- Electronic records management and discovery
- IT support for MTC’s emergency response and disaster recovery functions
- Network and other information systems backup and recovery efforts

Products

Estimated Completion Dates

Information Technology Policies update	As needed
Application development projects	On-going
Software/hardware acquisition procedures	As needed
Network maintenance and performance	On-going
Business Continuity Planning	On-going
MTC Web site enhancements and redesign	As needed
Fund Management System Implementation	On-going
Web content management system	TBD

Work Element 1157: Regional Administrative Facility Corporation (RAFC) Common Areas

Description

Provides management services to the Regional Administrative Facility Corporation (RAFC), including providing staff services for the MetroCenter building and its occupants.

Ongoing tasks:

Through the Administrative and Technology Services Section, MTC provides the following management and staff services to RAFC:

- Prepares and presents materials and recommendations to RAFC Board of Directors.
- Develops and administers RAFC policies and procedures.
- Prepares, administers, monitors and reports implementation of RAFC budgets.
- Provides RAFC purchasing, procurement and contract management services.
- Provides facilities management, maintenance and staff services for RAFC.
- Administers MetroCenter building safety and security program.
- Secures annual fiscal audit of RAFC operations.
- Submits annual Tax Returns (Federal/State)

Products

Estimated Completion Date

RAFC Board Agendas and Packets

As required

RAFC Operating and Condominium Reserve Budgets

June 2010

RAFC Contracts

On-going

RAFC Annual CPA Audit and Tax Returns

November 2009

Work Element 1220: Traveler Coordination and Information

Objectives

This subcategory provides for developing, implementing and evaluating MTS Management Strategies to improve passenger convenience and system efficiency and safety, including public transit coordination, rideshare services, ADA implementation, ITS technologies, freeway and arterial operation/management, incident management, motorist aid and emergency response.

Major Tasks

- **Implement TransLink®**
- **Implement Regional Rideshare Program**
- **Support Regional Operations Program**
- **Implement regional traffic information services**
- **Implement regional transit information system**
- **Implement and promote Regional Bicycle Information System**
- **Implement transit and paratransit coordination projects**

Major Products to Be Delivered in FY 2009-2010	Estimated Completion Dates
TransLink® Revenue Ready – BART	Summer 2009
TransLink® Revenue Ready – SamTrans and VTA	Summer 2009
Online Project Performance Report	Summer 2009
Implementation of new ridematching system	Summer 2009
Implementation of real-time transit information ITS architecture	Summer 2009

Work Element 1221: Implement TransLink®

Description

Improve convenience for transit riders making transit trips both within and between transit systems, while maintaining information and financial security requirements as well keeping fare collection costs low.

TransLink® is the Bay Area's regional transit fare payment system. The system uses a dual-interface smart card that will be accepted for fare payment by all Bay Area transit operators for both intra- and inter-operator trips. The smart card stores value as e-cash, which is deducted on a pay-per-ride basis and accepted by all participating agencies, and/or period passes and stored rides that are valid for travel on specific transit systems. The program includes establishment of both a clearinghouse to ensure that funds collected are returned to transit operators where the card was used and a distribution network to ensure that all Bay Area transit riders have convenient access to the TransLink® cards and value. Specifically, MTC is implementing, through a design-build-operate-maintain (DBOM) contract with Motorola, Inc., three main systems:

1. Operator systems that encompass all front-end fare acceptance equipment and all back-end systems required to process TransLink® related transactions;
2. Distribution systems that encompass all TransLink® card and value distribution locations, partnerships with employer transit benefit programs and partnerships with other agencies that provide transit value, i.e. universities and social services agencies; and
3. The TransLink® Service Bureau, which has four broad functions: data collection and reconciliation, financial settlement and reporting, customer service, and maintenance.

Ongoing tasks:

- SB 1474 Implementation Plan
- Final design of the TransLink® system
- Management of DBOM contract with Motorola, Inc.
- Support an interagency agreement between MTC and participating transit operators
- TransLink® operations (ongoing)
- Implementation of TransLink® on AC Transit, and GG Transit
- Design and implementation of TransLink® for BART, SamTrans and VTA

Products

TransLink® Revenue Ready – SamTrans, BART and VTA

Estimated Completion Dates

Fall 2009

Work Element 1222: Implement Regional Rideshare Program

Description

Reduce auto emissions and mitigate traffic congestion region-wide by initiating and sustaining quantifiable modal shifts from single occupant vehicle (SOV) trips to carpools and vanpools and by initiating and sustaining quantifiable employer transportation demand management programs.

Regional rideshare program activities include:

- Providing rideshare, transit and transportation alternatives information to employers, commuters agencies and organizations by telephone and the Internet and, through publications and other media;
- Administering the rideshare program in partnership with other transportation providers and TDM programs in the region to ensure that programs and activities are coordinated;
- Providing ridematching services, which include assisting commuters and employers in the formation of carpools and vanpools and operating, maintaining and upgrading the region's automated online ridematching software and database;
- Providing informational services via 511 and 511.org regarding ridesharing and transportation alternatives, including information on incentives, HOV lanes and park-and-ride lots in the region;
- Marketing services to employers and the public, including conducting presentations at employer work sites and disseminating public information and marketing materials,
- Assisting during emergency situations and regional events affecting Bay Area travel.
- Conducting evaluation of the services provided, as appropriate.

Ongoing tasks:

- Contract for services to operate regional rideshare activities
- Coordinate with local TDM programs and county agencies
- Coordinate monthly Regional Rideshare Program Technical Advisory Committee meetings
- Operate regional rideshare services

Products

Implement new ridematching system
Stakeholder Reports

Estimated Completion Date

Summer 2009
Quarterly

Work Element 1223: Support Regional Operations Program

Description

Provide financial, technical, marketing, and evaluation support for MTC's Regional Operations Program, including TransLink[®], 511 Traveler Information (e.g., TravInfo[®], Regional Transit Information System and the Regional Rideshare Program), the Freeway Service Patrol, the call box program, and FasTrak[™]. Maintain and update the Regional Intelligent Transportation System (ITS) Architecture which is a plan for the integration of transportation technology projects and includes MTC's Regional Operations Program.

Specific activities for FY 09-10 will include:

- Provide grant management, budgeting and audit support
- Coordinate marketing efforts of 511, TransLink[®], and FasTrak[™] to ensure promotional and communications effectiveness
- Support research activities for 511 and TransLink[®] to understand customers, improve project implementation and evaluate performance
- Monitor project performance data

Ongoing tasks:

- 511 Promotional and Advertising Campaigns
- Project Performance Reporting
- 511 Satisfaction Study
- Consumer Research
- Regional ITS Architecture Maintenance

Products

As required

Delivery Dates

As required

Work Element 1224: Implement regional traffic information services

Description

The 511 program, a joint project between MTC, Caltrans District 4, the California Highway Patrol, collects real time data on travel conditions, fuses the data into a single database, and disseminates the data to travelers so that they can make better travel decisions. Data are available through the 511 telephone number, the regional traveler information website at www.511.org, on changeable message signs and other products developed by private sector partners. Direct connections to all transit agencies and the regional rideshare program are available through the 511 information number. The 511 program mission statement is as follows:

The 511 program must cost-effectively provide traveler information that customers both want and are prepared to act on, thereby enhancing the efficiency and maximizing the capacity of the Greater Bay Area transportation system. This information should be accurate, reliable, multimodal, comprehensive and regional in scope. Responsibility for gathering, processing and dissemination of 511 information should be regionally coordinated and rationally allocated to Bay Area transportation organizations – in both the public and private sectors – according to institutional interest, and ability.

Ongoing tasks:

- Operations, maintenance, performance monitoring, enhancement, and marketing of the 511 telephone traveler information system and the 511.org web page
- Operations of the 24/7 Traveler Information Center
- Dissemination of critical transportation information during regional emergencies
- Coordination with partner agencies on operations and maintenance of 511

Major Products

Delivery Dates

Progress Reports	Monthly
Market 511/Support 511 Web Portal and Special Events Pages	Ongoing
Operate Traffic Information Data Feed for use by Information Service Providers (ISPs)	Ongoing
Implement real time transit information as part of MY 511 personalized services	Summer 2009
Complete defined 511 project enhancements	Summer 2009

Work Element 1225: Implement regional transit information system

Description

The 511 Transit program designs, builds, operates, and maintains a regional transit information system for the nine county Bay Area. This system is designed to provide accurate and comprehensive transit trip planning and regional transit database information to assist the public in better understanding and accessing the region’s public transportation systems. The Regional Transit Information System (RTIS) includes: collecting and maintaining up-to-date schedule, route and other service information for all transit providers in the region; maintaining and enhancing the central database containing all regional transit information; operating and enhancing the transit information Web site (www.transit.511.org) as a vital element of the 511.org traveler information Web portal; and maintaining the new 511 Transit Trip Planner and continuing to include all primary transit providers in the region.

Ongoing tasks:

- Operate and maintain the regional transit trip planner and website
- Collect transit service data from the region’s transit providers and maintain these data in the Regional Transit Database (RTD)
- Develop data exchange and maintenance applications and provide technical support to transit operators for developing data exchange software
- Provide quality assurance and quality control of regional transit data
- Coordinate RTIS Technical Advisory Committee and associated working groups
- Maintain trip planner software module and provide training for transit agency call centers
- Monitor and evaluate system performance, usage and customer feedback
- System documentation
- Provide RTD static transit information data feed for use by public and private sector applications
- Operate dual primary/backup RTIS server hosting facility for Emergency preparedness
- Provide tools for 511 Traveler Information Center operators to post major transit announcements on the web

Major Products

Delivery Dates

Data updates of all transit agency service information	Quarterly (or as required)
Improve data exchange process for operators	
RTIS contractor annual implementation plans	Annually in Spring Quarter
Implement remaining new trip planner features (e.g., lowest cost fare algorithms)	Summer 2009
Operate Static Transit Information Data Feed for usage of RTD data by Private Website managers.	Ongoing
Implement Transit Trip Planner “Clean Interface,” a quick entry form private businesses and transit agencies can embed on their own websites	Initial—Summer 2009
Develop PDA/Wireless customer access for 511 Transit website information	Summer 2009

(Other sources of funds are being used to fund the above projects – STP, STA & General Fund)

Work Element 1226: Implement and promote regional bicycle information system

Description

The Regional Bicycle Information System provides information to new and experienced bicyclists, including bike maps, how to take bikes on transit and across Bay Area bridges, and bicycle safety tips. Bicycle information services are currently offered on the 511 traveler information number. The 511.org bicycling Web page has been developed and is regularly updated with information on bicycling safety tips and events. The site also features a matching system so that new riders can find experienced riders to share information, ride together, etc. The 511 BikeMapper assists cyclists in finding designated routes to cycle to their destinations. This work also includes regional coordination and promotion of the annual Bike-to-Work Day event.

Ongoing tasks:

- Implement regional rideshare contract, which provides bicycling information through 511/511.org
- Manage contract for the promotion and implementation of Bike-to-Work Day
- Coordinate the completion of the 511 BikeMapper
- Maintain and regularly update the bicycling page and the Bike-to-Work-Day pages (as part of 511.org)
- Coordinate bicycling information via 511 and develop plan for enhancements
- Coordinate the Bike-to-Work Day Technical Advisory Committee
- Promote bicycle information services as part of ongoing marketing for 511 and 511.org

Products

Maintain bicycling information on 511 and 511.org
Deliver BTWD 2009

Estimated Completion Date

Ongoing
Spring each year

Work Element 1227: Implement transit and paratransit coordination projects

Description

Implement recommendations of the MTC Transit Connectivity Plan to support coordination of transit services.

MTC carries out the transit coordination mandates contained in state statutes (Public Utilities Code Sections 29140 et seq., Public Utilities Code § 99282.5, Government Code § 66516 and Public Utilities Code Section § 99310 et seq.) and as set forth in MTC Policy Resolution Nos. 504, 2096, 2137, 2201, 2310, 2467 and 3055.

Ongoing tasks:

- Update and implement the Regional Transit Coordination (SB 1474) Implementation Plan
- Implement of the wayfinding signage, real-time transit information and in-station transit information recommendations in the MTC Transit Connectivity Plan.
- Initiate additional transit connectivity activities as needed.
- Provide technical support to transit agencies for coordination activities

Products

Estimated Completion Dates

Regional Transit Coordination Implementation Plan
Hub Signage Program

Spring 2010
June 2011

Work Element 1230: Improve freeway and arterial operations and management

Objectives

MTC improves the overall efficiency of freeway and arterial routes through its MTC SAFE call box and FSP, freeway performance, incident management, and arterial operations programs.

Major Tasks

- **Emergency response and security programs**
- **SAFE regional call box system**
- **SAFE Freeway Service Patrol**
- **Arterial operations coordination**
- **Implement incident management program**
- **Implement Freeway Management program**

Major Products To Be delivered in FY 2009-10	Estimated Completion Dates
Annual SAFE operating budget	Spring 2010
Provide freeway patrol service on 264 miles of freeway	Ongoing
Provide support to the Local Streets & Roads Committee	Monthly
Reports on call box system usage and operation	Monthly
Regional emergency response functional exercise	Yearly
TETAP and RSTP projects and services	Ongoing

Work Element 1229: Emergency response and security programs

Objective

To improve the safety, security, reliability and emergency preparedness of the region's transportation system through improved coordination of comprehensive emergency management. Comprehensive emergency management entails the identification and mitigation of hazards and risks, as well as preparation for coordinated response and recovery from both man-made and natural disasters.

Description

This work element encompasses efforts to plan and prepare for a variety of potential emergencies. This includes the Regional Transportation Emergency Management Plan/Trans Response Plan (RTEMP/TRP) annual exercises to test and refine procedures for responding to a major regional emergency, the Regional Transit Security Working Group to prioritize annual investments and coordinate multiagency efforts, cooperative planning efforts with Caltrans, CHP, Coastal Region Office of Emergency Services (OES), County Operational Areas, and local transportation agencies.

Tasks

- Coordinate & conduct tabletop and/or region-wide functional exercises to test Bay Area transportation agencies regional coordination and response to a major emergency
- Assist the Bay Area Paratransit Technical Assistance Program with the development of emergency response plans, consistent with the RTEMP/TRP
- Implement MTC's EOC GIS Incident Management Application
- Facilitate interagency communications during emergencies by providing satellite telephones for major Bay Area transportation agencies and conducting quarterly communication checks
- Participate in the development of the Mass Transportation Evacuation Plan Annex to the Governor's Office of Emergency Services Regional Emergency Coordination Plan (RECP)

Major Products

Estimated Completion Date

Training & internal exercise based on MTC's emergency response plan	Annual 2009
Conduct annual region-wide tabletop and functional exercise	October 2009
Develop paratransit regional transportation emergency plan	Winter 2009
EOC GIS Incident Management Application Enhancements	Summer 2009

Work Element 1231: SAFE Regional Call Box system

Description

In 1988 the Commission became the Service Authority for Freeways and Expressways (SAFE) and installed call boxes in the nine Bay Area counties. The MTC SAFE partners with Caltrans to install new call boxes as needed and to develop other motorist aid systems. The Call Boxes are linked to the California Highway Patrol (CHP), as well as regional Call Box answering services. SAFE monitors program performance to ensure a timely response to users and keep boxes in service with timely maintenance.

Ongoing tasks:

- Replace system components to extend the life of the call boxes and reduce maintenance costs
- Implement Call Box Strategic Plan
- Manage ongoing call box operations and maintenance
- Provide access to call boxes for mobility and speech/hearing impaired motorists
- Provide staff support (analysis, documentation, reports) for MTC SAFE and California SAFE
- Investigate, design, and obtain crash test data for modified call box designs
- Implement Freeway aid service using the 511 phone system
- Modify call box system to take into account increased cell phone usage and changing technologies, including digital upgrade, increased spacing, and other similar measures

Products

Reports on call box system usage and operation
Status reports on call box maintenance and operations
Present budgets, expenditures, reports to SAFE Board

Estimated Completion Date

Monthly
Monthly
Bi-monthly or Quarterly

Not funded by CPG Grant

Work Element 1232: SAFE Freeway Service Patrol (FSP)

Description

MTC, CHP and Caltrans initiated FSP service in late August 1992 on one beat covering 10 miles of congested freeway with three trucks. Since that time, service has been expanded to 83 trucks covering over 550 miles of freeway. Each day these trucks provide free service to over 200 disabled vehicles and assist in the clearance of another 200 incidents such as debris and abandoned vehicles.

Ongoing tasks:

- Administer contracts with private tow contractors
- Analyze performance data for potential expansion or reduction of the FSP coverage area
- Provide temporary service in high-hazard construction zones around major freeway projects as requested by state and local agencies
- Use tow trucks to provide real-time traffic data
- Evaluate existing communication system including equipment operation and develop a strategic plan for system upgrade
- Develop program budget and assure proper revenue and expenditure tracking

Products

Estimated Completion Date

Provide freeway patrol service

Ongoing

Present budgets, expenditures, reports to SAFE Board

Bi-monthly or Quarterly

Provide data on Bay Area Traffic conditions for public use

As needed

Work Element 1234: Arterial operations coordination

Description

Improve convenience, efficiency and safety of the transportation system for passengers and freight through improved management and operation of arterial systems. This program encompasses efforts to improve the operation and management of traffic signals and arterial networks, including integration with freeway and transit systems. This includes managing the Traffic Engineering Technical Assistance Program (TETAP), Regional Signal Timing Program (RSTP), and technology transfer program, supporting the Arterial Operations Committee and Smart Corridors Task Force, and assisting corridor-level operational improvement projects.

Ongoing tasks:

- Lead Regional Signal Timing Program (RSTP), and revise program consistent with T2035
- Manage Technology Transfer Program
- Support the Arterial Operations Committee and Smart Corridors Task Force
- Complete projects in the 2009 Regional Signal Timing Program
- Support multi-agency operational improvement projects, including smart corridor projects and Center-to-Center real-time data exchange system

Major Products

Support Arterial Operations Committee
Support Smart Corridors Task Force
Progress reports on arterial operations program
Complete projects for 2009 Cycle of RSTP

Delivery Dates

Bi-monthly
Quarterly
Quarterly
June 2010

Work Element 1235: Implement Incident Management Program

Description

To improve the management of incidents on Bay Area freeways, an Incident Management Task Force has been developed with state, regional, and local partners to recommend actions and projects to improve incident management (IM).

Ongoing tasks:

- The Freeway Management Executive Committee (FMEC), made up of representatives from CHP, Caltrans and MTC provides direction for IM activities. The FMEC meets bi-monthly.
- An IM Task Force made up of CHP, Caltrans and MTC reps meets on a monthly basis to help facilitate interagency cooperation and oversee the development of specific short term actions and projects to improve IM.
- Recommendations from prior work of the IM Task Force will be implemented in the 09/10 FY.
- Continue work on the Bay Area Video upgrade (BAVU) project to improve CCTV surveillance of the freeway system.
- Upgrade the Automated Transportation Management System (ATMS) at Caltrans District 4

Major Products

Delivery Dates

Initiate Phase 2 of the Bay Area Video upgrade (BAVU)

Summer 2009

Implement IM projects

Ongoing

Hold inter-agency incident coordination workshops

Quarterly

Participate in development of sub-regional incident management plans

Ongoing

Work Element 1236: Implement Freeway Performance Initiative

Description

To improve the convenience, efficiency, safety and reliability of freeway travel for people and freight through improved operations and management of the freeway system. A major component of this effort will involve the development of a medium-term and long-term strategic plan for the Bay Area freeway system, which has been named the "Freeway Performance Initiative". In addition, under this element, assistance is provided to Caltrans to implement, operate and maintain the Traffic Operations System (TOS) and Transportation Management Center (TMC); develop the Interim Center-to-Center System to interconnect Caltrans and Smart Corridors; and support regional and corridor-level operational improvement projects. The program is coordinated through monthly meetings of the Freeway Management Executive Committee, composed of MTC, CHP and Caltrans.

Tasks

- Develop of a freeway strategic plan, in coordination with Caltrans and Bay Area Congestion Management Agencies.
- Develop Traffic Management Center coordination plan
- Maintain the Interim Center-to-Center System, linking the Regional TMC with the four existing Smart Corridors
- Support Freeway Management Executive Committee and Center-to-Center Technical Advisory Committee

Major Products

Delivery Dates

Continue second phase of Freeway Performance Initiative studies
TMC Coordination plan

Spring 2010
Spring 2010

Work Element 1250: Bay Area Toll Authority

Objectives

To manage the Bay Area Toll Authority (BATA) and associated responsibilities, including a cooperative agreement with Caltrans for its operation and maintenance of the state-owned Bay Area toll bridges, the planning, design and construction of improvements to those bridges, and preparation and adoption of a long-range plan. The planning activities are part of the BATA budget approved separately by BATA.

Major Tasks

- **Project Management**
- **Electronic Toll Collection (ETC)**
- **BATA administration**
- **BATA finance**

Major Products To Be delivered in FY 2009-10	Estimated Completion Dates
Program Project Monitoring report	Monthly
Annual Toll Bridge Report to the Legislature	Winter 2009
Audit of toll revenues and expenditures	Winter 2009

All BATA activities are not funded by CPG Grants

Work Element 1251: Project Management

Description

State law created the Bay Area Toll Authority, and MTC established BATA on January 28, 1998. BATA was initially created to oversee the base toll and implementation of Regional Measure 1 projects. Since 1998, the voters added \$1.5 billion to the Regional Measure 2 program and the State added administration of the \$6.2 billion bridge seismic retrofit program.

Ongoing tasks:

- Regional Ferry Plan
- BATA Project Management program
- Long-range plan to complete the Regional Measure 1 projects
- Oversee \$8.6 billion Seismic Retrofit Program
- Oversee completion of regional Measure 2 projects
- Monitor and update the 10-year Toll Bridge Rehabilitation Plan

Products

Estimated Completion Date

Project Monitoring report

Monthly

Work Element 1252: Electronic Toll Collection (ETC)

Description

In 2005, BATA completed the contract process for a new joint ETC Customer Seismic Center. The center opened in May 2005 and is currently processing transactions for BATA and Golden Gate.

Ongoing tasks:

- Administer contract for the operation of the ETC CSC
- Electronic Toll Collection Strategic Plan
- Manage and operate the ETC Customer Service Center
- Develop an operational and marketing plan to increase ETC use
- Toll Plaza maintenance

Products

Estimated Completion Date

Bay Area Toll Bridge Program FY 2009-10Budget
Regular maintenance of ETC Toll system

July 2010
Monthly

Work Element 1253: BATA Administration

Description

The toll revenue for which BATA has management responsibility derives from tolls collected on the seven state-owned Bay Area toll bridges and is used to support the following:

- Toll bridge operations and administration
- Toll bridge maintenance
- Toll bridge rehabilitation and operational improvement projects
- Regional Measure 1 bridge projects
- Toll-funded transit programs
 - AB 664 Net Revenues (public transportation capital support)
 - 90 percent Regional Rail Reserves (public transportation capital support)
 - 5 percent Northern and Southern Net Reserves (public transportation capital and operating support)

Ongoing tasks:

- Bridge toll revenue allocation policy.
- Annual financial report of state-owned toll bridges.
- Toll schedule for Bay Area bridges
- Programming and annual allocations of net bridge toll revenues
- BATA-Caltrans Cooperative Agreement

Products

Estimated Completion Date

Financial planning and policy documents

As required

Work Element 1254: BATA Finance

Description

The effective and prudent administration and investment of funds held in the Bay Area Toll Account for all toll bridge and toll-funded public transportation purposes

Ongoing tasks:

- Consolidation of the toll revenue
- Produce BATA financing documents
- Manage Bay Area Toll Account, including investment of funds, financial reporting and audits
- Financial planning and modeling for investment of Bay Area Toll Account funds, including preparation of information necessary for issuance of debt instruments (if warranted) to assure funding of bridge projects

Products

Estimated Completion Date

Bay Area Toll Account investment reports
Annual Toll Bridge Report to the Legislature
Audit of toll revenues and expenditures
Financial Reports

Monthly
Winter 2009
Fall 2009
Monthly

Work Element 1510: Support regional transportation investments

Objective

Support the region's investment in transportation infrastructure by conducting financial analysis and planning, developing funding policies and programs, implementing federal and state legislation, administering regional transit assistance programs, and monitoring and reporting on the project delivery and expenditure of funds.

Major Tasks

- **Pavement Management Program (PMP)**
- **Regional Measure 2**
- **Conduct financial analysis and planning**
- **Federal programming, monitoring and TIP development**
- **Regional transit assistance programs**
- **State programming, monitoring and STIP development**

Major Products to be delivered in FY 2009-10	Estimated Completion Dates
Proposed Estimate and Distribution of Transit Operating Revenue	Spring 2010
Annual Report: Financial Elements	Spring 2010
2009 Transportation Improvement Program Amendments	Ongoing
Proposition 1B (Transportation Bond) Program Delivery	Ongoing
Programming Oversight for American Recovery and Reinvestment Program	Ongoing
FY 2009-10 to 2011-12 FTA Policy Development and Programming	Spring/Summer 2009
FY 2009-10 to FY 2011-12 STP/CMAQ Policy Development and Programming	Summer 2009
Federal Funding Obligation Plan	Summer 2009
Finalize/Enhance Modules of Integrated Funding Database	Ongoing
Statistical summary of transit operators	Summer/Fall 2009
Performance Audit final reports	Summer 2009
Transit Capital Inventory Assessment of Bay Area Transit Operators – Phase 2	Winter 2010

Work Element 1233 Pavement Management Program (PMP)

Description

State law requires that each local government establish and maintain a Pavement Management Program (PMP) as a condition for funding projects in the State Transportation Improvement Program (AB 471-Statutes of 1989). The MTC PMP is a computer-assisted decision-making process designed to help cities and counties prevent pavement problems through judicious maintenance, and to diagnose and repair those that exist in a timely, cost-effective manner. Staff provides local agencies with information and assistance in the application of the MTC PMP, and in linking road maintenance needs to funding actions. In addition, MTC provides ongoing training and support to keep local PMPs operational. Much of the technical information generated by this program is used by the Local Streets & Roads Committee to develop policies to both improve maintenance practices and provide additional funding support.

Ongoing tasks:

- Manage MTC Pavement Management Program (PMP)
- Produce Budget Options Report (BORs) for local jurisdictions
- Conduct PMP training workshops every four months
- Produce Pavement Management Local Streets and Roads Condition Report
- Develop financial forecasts on pavement repair needs and available funding sources
- Implement PMP certification procedures.
- Develop, upgrade, maintain and distribute the MTC PMP software
- Provide, monitor and enhance user training and support
- Provide user hotline to provide assistance to users
- Host three User Weeks (consisting of user meetings, technology transfer seminars, training workshops, etc.) annually
- Publish *Street Talk* newsletter
- Implement Pavement Management Engineering Technical Assistance Program (P-TAP)
- Support the Local Streets and Roads committee

Products

Estimated Completion Date

Support smaller users in implementing PMP through P-TAP	As requested
Provide support to the Local Streets & Roads Committee	Monthly
Provide training and support for all users	every 4 months
Assist in translating tech info into policy to improve LS&R maintenance	ongoing
P-TAP programming decisions	Summer 2009
Budget Options Reports	As required
User assistance	As required
Biennial Regional Survey of Rev & Exp & Projections	Summer 2010

Work Element 1255: Regional Measure 2

Description

On March 2, 2004, voters passed Regional Measure 2 (RM2), raising the toll on the seven State-owned toll bridges in the San Francisco Bay Area by \$1.00. This extra dollar is to fund various transportation projects within the region that have been determined to reduce congestion or to make improvements to travel in the toll bridge corridors, as identified in SB 916 (Chapter 715, Statutes of 2004). Specifically, RM2 establishes the Regional Traffic Relief Plan and identifies specific transit operating assistance and capital projects and programs eligible to receive RM2 funding.

The Bay Area Toll Authority (BATA) is responsible for the collection of the bridge tolls and MTC is responsible for administering the Regional Measure 2 program. BATA's Long Range Plan (PDF) was updated in December 2006 to incorporate the Regional Measure 2 projects.

Ongoing tasks:

- Project reviews
- Invoice review
- Semi-Annual Progress Reporting
- Project allocations (capital and operating)
- Performance assessment against performance measures for operating projects

Products

Estimated Completion Date

Project and Program Allocations	Monthly
Semi-Annual Progress Report to Commission	Semi-Annual
Operating Program Performance Review	Annual
Adoption of Operating Program Budget	Annual

Work Element 1511 Conduct financial analysis and planning

1. Description

2. To develop realistic, innovative financial plans and strategies supporting the implementation of plans, programs and projects in the Regional Transportation Plan (RTP) or other Commission initiatives. Provide financial analysis in support of the legislative program.

Ongoing tasks:

- Financial analyses of state and federal transportation budgets and proposed legislation.
- Financial analysis of transit operator Short Range Transit Plans, including financial capacity assessments for the Transportation Improvement Program.
- Prepare revenue assumptions for the long-range plan.
- Develop needs and shortfall projects in the long-range plan to maintain the existing system – for transit operating, capital, and streets and roads.
- Financial capacity analysis for the Regional Transit Expansion Program (Res. No. 3434)
- Develop annual fund estimate and distribution FY 2010-11 Transit Operating Revenues.
- Maintain and update the RTP financial element for highways; transit; local streets and roads, including multi-year projection of costs and revenues; the updated information is required to support related planning needs.
- Prepare project or corridor level financial capacity analyses to support financial planning, programming or allocations activities, as required.
- Identify transportation financial techniques and opportunities appropriate for the Bay Area, and MTC’s role in planning and implementing selected techniques.

Products

Estimated Completion Date

Proposed Estimate and Distribution of Transit Operating Revenue
Resolution 3434 Strategic Plan Follow-up
Financial Capacity Assessments (multi-modal)
MTC staff reports, evaluations, recommendations, and
Commission resolutions relating to projects and applications for
federal and state transportation grants
Annual Report: Financial Elements

Spring 2010
Ongoing
Periodic
Monthly or as required

Spring 2009

Work Element 1512 Federal programming, monitoring and TIP development

Description

Implement the provisions of SAFETEA -LU (or new authorization) and American Recovery and Reinvestment Act of 2009 with regards to the programming, obligation, and liquidation of specified federal funds through the following:

- Monitor and assist in the delivery of federal funds subject to the requirements of Assembly Bill 1012 (Chapter 783, Statutes of 1999- Torlakson), and California Government Code 16304.
- Implement the region's project 'funding' delivery policy and make necessary revisions in accordance with recent changes to state and federal delivery deadlines (MTC Resolution No. 3606).
- Provide for the estimation of specified federal transportation funds made available under SAFETEA-LU.
- Develop, implement and maintain the federal Transportation Improvement Program (TIP) that reflects the goals and objectives of the Regional Transportation Plan (RTP). Ensure the program is in conformance with federal air quality conformity regulations, and represents a financially constrained priority of projects.
- Develop, implement and maintain an integrated funding database for internal and external use in the forecasting, programming, obligation and liquidation of specified federal, state and regional funds.
 - Develop and refine criteria and procedures for cost-effective programming of federal funds consistent with RTP goals and objectives

Ongoing tasks:

- County Congestion Management Plans
- MTC Air Quality Conformity Procedures and Financial Constraint for the TIP and RTP
- Monitor delivery of project funding subject to the requirements of AB 1012 and the regional policy on project delivery (MTC Resolution No. 3606)
- Produce and distribute project monitoring status reports and obligation plan(s)
- Finalize and deploy the integrated funding database known as the Fund Management Program.
- Modify and implement adopted project scoring and fund programming procedures for Transit Capital Priorities (TCP)
- FTA Sections 5307, 5309 and 5311, 5310, Job Access and Reverse Commute, STP and CMAQ Programs
- Finalize the 2009 TIP, and maintain and amend as necessary

Major Products

TIP Amendments
SAFETEA Reauthorization Cycle Programming – selection of specific projects for adopted program
FY 2009-10 to FY2011-12 FTA Policy

Estimated completion date

Monthly
Summer 2009
Summer 2009

Work Element 1514 Regional assistance programs

Description

MTC allocates transportation assistance funds and administers and accounts for these funds. MTC provides technical and financial assistance to transit agencies and other public agencies to perform short range transit planning and conduct special planning studies. MTC conducts audits of claimants to ensure compliance with laws, regulations, and administrative requirements.

MTC administers the twenty-five percent share of the one-half cent sales tax ("AB 1107" funds) for AC Transit, BART and San Francisco Muni; and toll bridge-related revenues (AB 664 and RMI and RM2) to support public transportation programs and projects. Administration of these funds requires development and distribution of an annual Fund Estimate and long term funding projections, development, maintenance and distribution of fund application forms and instructions; related financial accounting; evaluation of fund applications ("claims"); development of materials to support allocation recommendations to the Commission; assistance to applicants in compliance with procedural, regulatory and statutory requirements. Pursuant to PUC Section 99246, administration of TDA and STA funds requires MTC's oversight of the Triennial Performance Audits of transit operators and MTC (independent audits are conducted annually on a rotating basis affecting a specified group of operators).

MTC monitors transit operator planning activities to ensure that these activities are in conformance with MTC policies and procedures and federal and state regulations and statutes, and that the activities respond to Triennial Performance Audit recommendations, address issues raised by MTC and FTA relevant to Short Range Transit Plan updates, address FTA's national emphasis areas, address inter-operator coordination issues, and provide adequate planning justification for proposed operations and capital improvements. MTC also provides funding for special planning studies related to transit operations.

Government Code Sections 66518 and 66520 require that MTC review and approve applications for state or federal transportation grants not directly administered by MTC and review projects for their consistency with the RTP and the TIP. Federal and state regulations regarding the Intergovernmental Review of Federal Programs and a Memorandum of Understanding among MTC, ABAG and Caltrans provide for the review of projects and their funding applications for various federal and state grant programs. Further, MTC staff participates in the review and evaluation of requests for funding under federal programs administered by Caltrans (FTA Section 5310 and FTA Section 5311), and provides liaison to FHWA, FTA, Caltrans, county congestion management agencies and transit operators.

Ongoing tasks:

- State Implementation Plan (SIP) conformity determination
- Intergovernmental Review of Federal Programs
- Review with ABAG all project applications for federal funds to identify transportation or transportation-related projects requiring MTC review
- Review associated environmental documents for adequacy and compliance with state and federal environmental laws and regulations.
- Review project applications for consistency with regional transit capital priorities, TIP, FTA § 5309, 5307 and 5311, Programs of Projects, and applicant's plans

- Development and Distribution of Annual Fund Estimate
- Review of Short Range Transit Plans and Related Analysis of Transit Operator Programs and Budgets
- Unmet Transit Needs Process in Solano County
- Evaluation of requests for Bridge Toll funds and allocation recommendations
- Annual Review of Performance Audits and Related Recommendations
- Annual Development of Productivity Improvement Program (PIP)
- Annual Development and Distribution of Regional Statistical Summary of Transit Operators

Products

Estimated Completion Date

Internal audit reports	Ongoing
Support Partnership Committees	Ongoing
Liaison to other agencies	Ongoing
Administer Triennial Performance audit program contract	Ongoing
Project reviews, evaluations and recommendations	Monthly
FY 2010-11 Fund Estimate	Spring 2010
Prepare annual claim forms and instructions	Spring 2010
Statistical summary of transit operators	Summer 2009
Triennial Performance Audit final reports	Summer 2009

Work Element 1515 State programming, monitoring and STIP development

Description

Develop and implement programming policies and criteria for state funds consistent with the requirements of Senate Bill 45 (Chapter 622, Statutes 1997) and Assembly Bill 1012 (Chapter 783, Statutes of 1999), Proposition 1B (Chapter 25, Statutes 2006) and consistent with the overall investment objectives in the Regional Transportation Plan (RTP). Ensure compatibility with federal investment procedures and choices as conducted pursuant to federal programming activities described above.

Ongoing tasks:

- Implement policy decisions related with the adoption of the 2008 STIP
- 2008 STIP/Augmentation amendments and extensions, as required
- Implement policy and prepare regional nominations association with the Proposition 1B programs, including Corridor Mobility Improvement Account, Sate Local Partnership, Public Transportation Modernization Account, and Trade Corridors.
- Monitor and assist in the delivery of project funding subject to the requirements of SB 45, AB 1012, and California Government Code 16304; produce and distribute project monitoring status reports.
- Refine and enhance funding database to accommodate SB 45 and AB 1012 requirements; train staff in its use; Coordinate development of specifications for the funding database, in consultation with overall agency database development.
- Provide technical assistance to counties in delivering projects on the State Highway System

Major Products

**Estimated Completion
Date**

STIP Amendments and Extensions	Monthly
Status reports on 2006 STIP project delivery (SB 45)	Quarterly
TCRP Project Status	Quarterly
Regional Policies and Project Candidates for Proposition 1B	Ongoing
Enhancements to Web-Enabled Funding Database	Ongoing

CHAPTER 3: BUDGET

FY 2009-10

MTC BUDGET SUMMARY

FY 09/10 MTC BUDGET - FINAL

	Total Budget	Salaries, Benefits Indirect Budget	Consultant
1110 Commission and Advisory Committees	575,187	575,187	0
1113 Partnership Board		255,181	0
1114 Advisory Committees		320,006	0
		0	
1120 Planning Emphasis Areas	13,822,023	4,263,686	9,558,337
1121 2005 RTP		321,745	290,000
1122 Travel Models/Data		1,694,997	1,050,000
1123 Corridor Studies		322,478	0
1124 Intern. transp. systems		248,712	20,000
1125 Non-motorized		62,858	50,000
1212 MTS Perf. Measures		299,131	463,120
1311 Lifeline Transp. Prog		316,102	3,295,217
1312 Title VI/Env. Justice		99,956	0
1412 Air Q. Conformity		153,116	2,630,000
1611 Mixed use dev. proj.		744,591	1,045,000
1612 Partnership Blueprint Planning Program		0	715,000
1130 Legislation and Public Affairs	4,680,918	3,535,918	1,145,000
1112 Communications (P.I.)		2,365,081	1,145,000
1156 Library		553,871	0
1154 Graphics Services		616,966	0
1150 Agency Management	2,489,014	1,122,678	1,366,336
1159 Executive Director		726,127	0
1157 RAFC		396,551	0
1152 Agency Financial Management		0	1,229,336
1153 Administrative Services		0	12,000
1161 Information Technology Services		0	125,000
1220 Traveler Coordination and Information Systems	35,277,289	4,547,967	30,729,322
1221 Implement TransLink		1,811,644	13,901,366
1222 Rideshare Program		336,692	3,650,000
1223 Transp. marketing		656,078	3,071,000
1224 Traveler information		1,051,189	6,692,000
1225 Transit Information		674,745	3,000,000
1226 Bicycle Information		17,619	267,956
1227 Reg. transit coord.		0	147,000
1230 Improve Highway and Arterial Operations and Management	4,636,231	2,137,531	2,498,700
1234 Arterial Operations		394,511	1,240,000
1236 Freeway Management		1,177,567	500,000
1229 Emergency Response		565,453	758,700
1510 Support Regional Transportation Investment	14,826,823	3,707,259	11,119,564
1233 Pavement Management		456,196	2,473,800
1511 Financial analysis		290,273	855,647
1512 TEA-21 implementation		1,389,043	7,280,317
1514 Admin. Transit Ass't		522,603	455,000
1515 State Prog/Proj Monitoring		1,049,144	54,800
		0	0
Total Projects with Federal funds	76,307,485	19,890,226	56,417,259
		0	0
1131 Legis. Programs	914,006	560,996	353,010
		0	
1230 SAFE	774,067	774,067	0
1231 SAFE Call Box		215,726	0
1232 SAFE FSP Program		268,514	0
1235 SAFE Incident Management		289,827	0
		0	
1250 Bay Area Toll Authority	4,482,778	2,946,779	1,536,000
1251 BATA RM1 Project Mgmt		150,095	0
1252 BATA ETC		567,340	1,281,000
1253 BATA Admin		331,033	0
1254 BATA Finance		1,517,513	0
1255 BATA RM2		264,122	0
1256 Seismic		116,676	255,000
		0	
Total not federally funded	6,170,851	4,281,842	1,889,010
		0	
TOTAL MTC BUDGET	82,478,337	24,172,068	58,306,269

FY 09/10 MTC AGENCY FINAL BUDGET - REVENUE AND EXPENSES

	TOTAL BUDGET	FHWA PL	FTA 5303	FTA 5307	TDA	Blueprint	CHAQ	STA	STP	BATA Reimb RM2	PPM	SAFE
1110 Commission and Advisory Committees												
1113 Partnership Board	575,187	240,000	150,000	0	185,187	0	0	0	0	0	0	0
1114 Advisory Committees												
1120 Planning, Emphasis Areas												
1121 2005 RTP	13,822,023	3,054,590	425,000	0	2,407,216	640,000	0	0	1,220,000	0	0	0
1122 Travel Models/Data												
1123 Corridor Studies												
1124 Intern. transp. systems												
1125 Non-motorized												
1126 MTS Perf. Measures												
1311 Lifetime Transp. Prog												
1312 Title VI/Env. Justice												
1412 Air Q. Conformity												
1611 TLC Development												
1612 Partnership Blueprint Planning Program												
1130 Legislation and Public Affairs												
1112 Communications (P.L.)	4,680,918	1,753,580	810,000	0	1,777,338	0	435,220	0	0	0	0	0
1156 Library												
1154 Graphics Services												
1150 Agency Management												
1159 Executive Director	2,489,014	0	0	0	1,437,564	0	0	0	0	631,730	0	61,190
1157 RAC												
1152 Agency Financial Management												
1153 Administrative services												
1181 Information Technology Services												
1220 Traveler Coordination and Info Systems												
1221 Implement TransLink	35,277,289	40,000	0	0	1,332,903	0	3,870,255	934,184	13,425,494	13,582,827	0	841,826
1222 Rideshare Program												
1223 Transp. marketing												
1224 Traveler information												
1225 Transp. information												
1226 Bicycle information												
1227 Rep. tourist coord.												
1230 Improve Highway Arterial Operations & Management												
1234 Arterial Operations	4,656,231	246,000	0	0	1,303,310	0	2,095,960	0	0	0	0	480,961
1236 Freeway Management												
1229 Emergency Response												
1510 Support Regional Transportation Investment												
1233 Pavement Management	14,826,823	359,528	685,801	755,647	2,929,930	0	0	0	1,500,000	0	626,800	0
1511 Financial analysis												
1512 SAFE/EA-LU Implementation												
1514 Admin. Transit Ass't												
1515 State Program Monitoring												
TOTAL MTC BUDGET WITH FEDERAL FUNDS	76,307,485	5,693,698	1,870,801	755,647	11,373,448	640,000	6,401,435	934,184	16,145,494	14,214,557	626,800	1,393,777
1131 Legis. Programs	914,006				914,006							
1230 SAFE	774,067	0	0	0	0	0	0	0	0	0	0	774,067
1231 SAFE Call Box												
1232 SAFE FSP Program												
1235 SAFE Incident Management												
1250 BATA	4,482,779	0	0	0	0	0	0	0	0	255,000	0	0
1251 BATA RM1 Project Mgmt												
1252 BATA ETC												
1253 BATA Admin												
1254 BATA Finance												
1255 BATA RW2												
1256 Seismic												
TOTAL MTC BUDGET NOT FEDERALLY FUNDED	6,170,952	0	0	0	914,006	0	0	0	0	255,000	0	774,067
TOTAL MTC BUDGET - REVENUES AND EXPENSES	82,478,337	5,693,698	1,870,801	755,647	12,287,454	640,000	6,401,435	934,184	16,145,494	14,469,557	626,800	2,167,844
ABAG Regional Planning	2,603,799	1,004,770	215,741	0	843,288	0	0	0	540,000	0	0	0
BCDC Regional Planning	540,000	0	0	0	0	0	0	0	540,000	0	0	0
Appendix A - SRTP Development	790,000	0	790,000	0	0	0	0	0	0	0	0	0
TOTAL	86,412,136	6,698,468	2,876,542	755,647	13,130,742	640,000	6,401,435	934,184	17,225,494	14,469,557	626,800	2,167,844
Staff	24,172,063	5,693,698	1,670,801	0	7,543,781	0	1,418,443	179,004	2,415,234	0	572,000	983,327
Consultant	56,305,239	0	200,000	755,647	4,744,672	640,000	4,982,992	755,180	13,730,260	14,469,557	54,800	1,184,517
Total	82,478,337	5,693,698	1,870,801	755,647	12,287,453	640,000	6,401,435	934,184	16,145,494	14,469,557	626,800	2,167,844
ABAG/SRTP/BCDC	3,933,799	1,004,770	1,005,741	0	843,289	0	0	0	1,080,000	0	0	0

ABAG BUDGET SUMMARY
MTC/ABAG JOINT PROGRAM (FY09-10)
FHWA, FTA AND TDA PLANNING FUNDS
FINAL OWP

	WORK ELEMENT	FTA	FHWA	TDA	STP PL	W.E. TOTAL
1.0	REGIONAL PLANNING					
1.1	Data Analysis	99,457	463,199	305,776	248,940	1,117,372
1.2	Planning Services	116,284	541,571	357,512	291,060	1,306,427
1.3	Public Information/Regional Liaison			110,000		110,000
1.4	Intergovernmental Coordination			70,000		70,000
	TOTAL	215,741	1,004,770	843,288	540,000	2,603,799

APPENDIX A

FY 2009-10 FTA Section 5303

TRANSIT OPERATOR SHORT RANGE TRANSIT PLANNING

INTRODUCTION

A constituent part of MTC's ongoing metropolitan planning is the annual preparation of Short Range Transit Plans (SRTPs) by each transit operator in the region which is (or plans to be) a federal grantee. The SRTP at a minimum provides the operator's goals and objectives and related performance standards; documents its service planning and related capital program; and includes a forecast of operating and capital expenses and revenues over a minimum ten-year horizon. Every four years, the SRTPs must also include an overview of the entire transit system; a service and system evaluation, including a passenger demographic survey; and progress reports on various regional transit efficiency and expansion efforts. SRTPs are required to be adopted by the operator's governing board. MTC annually allocates a portion of its FTA Section 5303 planning funds for SRTP development, preparation, and publication. The summary below lists the FY 2009-10 apportionment of FTA Section 5303 funds to transit operators in the region for their SRTPs.

SHORT RANGE TRANSIT PLAN DEVELOPMENT - FY 2009-10

Altamont Commuter Express ("ACE Train")	\$ 20,000
Alameda Contra Costa Transit District ("AC Transit")	\$ 50,000
Bay Area Rapid Transit District ("BART")	\$ 50,000
Central Contra Costa Transit ("County Connection")	\$ 30,000
City of Petaluma ("Petaluma Transit")	\$ 20,000
City of Santa Rosa ("Santa Rosa CityBus")	\$ 30,000
City of Union City ("Union City Transit")	\$ 30,000
County of Marin ("Marin County Transit")	\$ 20,000
County of Sonoma ("Sonoma County Transit")	\$ 30,000
Eastern Contra Costa Transit Authority (ECCTA)	\$ 30,000
Golden Gate Bridge, Highway and Transit District ("Golden Gate Transit")	\$ 50,000
Livermore Amador Valley Transit ("LAVTA")	\$ 30,000
Napa County Transportation Planning Agency (the "Vine")	\$ 30,000
Peninsula Corridor Joint Powers Board ("Caltrain")	\$ 50,000
San Francisco Municipal Transportation Agency ("SF Muni")	\$ 50,000
San Mateo County Transit ("SamTrans")	\$ 50,000
Santa Clara Valley Transportation Authority ("VTA")	\$ 50,000
Solano Operators	\$110,000
Western Contra Costa Transit Authority ("WestCAT")	\$ 30,000
Water Emergency Transit Authority ("WETA")	<u>\$ 30,000</u>
Total	<u>\$790,000</u>

APPENDIX B

FTA FUNDED PROJECTS

Caltrans Consolidated Planning Grant Program
FTA Section 5304

DRAFT
FY 2009-10

INTRODUCTION

FTA provides technical study grants for the planning of projects to improve public mass transportation services in urban areas. Caltrans sponsors an annual "Transportation Planning Grant" (TPG) Program, which includes funding from FTA Section 5304. This appendix includes work scopes for planning projects in the MTC Region because such programming is required in order for grants to be awarded to project sponsors.

APPROVED FTA 5304 PROJECTS - FY 2008-09

		Federal Fund	Local Match	
			In-Kind	Cash
WE 1311	Marin County Senior Mobility Action and Implementation Plan	\$100,000	\$13,000	
WE 1122	ABAG Regional Land Use/Transportation Model Upgrade	\$300,000	\$40,000	
WE 1311	Transit-Accessible Locations: Social Service/Health Care and Transit Coordination	\$175,000		\$25,912
	TOTAL	\$575,000	\$51,868	\$25,912

FTA 5304 PROJECTS - FY 2007-08

		Federal Fund	Local Match	
			In-Kind	Cash
WE 1123	Strategic Analysis of Transportation Demand Management for BART	\$250,000	\$32,400	
WE 1123	Grand Boulevard Multimodal Transportation Corridor Plan	\$299,178	\$227,600	
WE 1121	West Marin Transit Needs Assessment	\$100,000	\$12,956	
WE 1121	Marin County Transit District (MCTD) Internships in Transit Planning	25,289	\$3,276	
	TOTAL	\$674,467	\$276,232	\$0

FTA 5304 PROJECTS - FY 2006-07

WE 1611	Understanding and Supporting the Choice to Reside in a Transit Oriented Development	\$100,232	\$12,986	
	TOTAL	\$1,00,232	\$12,986	
	GRAND TOTAL	\$1,349,699	\$341,086	\$25,912

*Proposed grants, pending grant selection.

Work Element 1311: Statewide Transit Planning Study – Marin County Senior Mobility Action and Implementation Plan

Objective:

- This grant will fund a Senior Mobility Action and Implementation Plan for older adults over 60 throughout the County of Marin. The Marin County Division of Aging and Adult Services will serve as the project lead; and will work closely with Marin Transit, the transit agency servicing Marin County, on the study.
- Marin County covers 520 square miles with a challenging geography. West Marin is separated from the 101 urban corridor by a ridge of coastal mountains making it difficult to provide transportation services. Congested streets in urban corridors also make it difficult for seniors to navigate roads. Marin County’s elderly population is expected to grow by the census year 2020 to one quarter of the population.
- A consultant with transportation planning experience will work with the Division of Aging and Adult Services and Marin Transit on all aspects of the study. We will also work with a Project Steering Committee of public/non-profit agency representatives and advocates interested in promoting the health and welfare of the county’s senior population, including the Marin County Commission on Aging.
- Deliverables include: a Steering Committee made up of stakeholders and advocates; an inventory of relevant projects and transportation resources; an analysis of major gaps in service and delivery; development of strategies; and a final Plan adopted by the Board of Supervisors and widely distributed throughout the county. The planning model developed for this study can be replicated in any aging planning service area in the state.

Tasks and Products	Estimated Completion
Establish Project Steering Committee	May 2009
Review background documentation	June 2009
Conduct comprehensive inventory of senior transportation services	August 2009
Implement public participation plan	June 2010
Identify service gaps	September 2009
Identify strategies to address gaps	December 2009
Develop Implementation Action Oriented Plan	March 2010
Adopt and distribute the Final Plan	June 2010

Estimated Cost by Funding Source:

FT 5304	\$100,000
In-kind Local Match	13,000
Total:	\$113,000

Work Element 1123: Strategic Analysis for Transportation Demand Management for BART

Objective

The purpose of this study is to examine transportation demand management (TDM) strategies for BART to manage peak transit demand, encourage off-peak travel and travel to regional sub-centers, and to provide revenues to address projected capital needs. This demand-side approach will complement BART's existing supply-side analysis focused on expansion of core BART capacity to handle expected growth in BART ridership over the next several decades. Demand management strategies will consider pricing, access, land use, and other factors as identified. The work funded under this grant will provide an analytical foundation for a TDM discussion within BART and with external stakeholders, funding agencies and policy makers.

Tasks and Products	Estimated Completion
Task 1: Project startup Final work plan WP#1 Assess Baseline Conditions and TDM Strategies	May 2008
Task 2: Organize meetings Meeting materials	February 2009
Task 3: Identify Capital Impacts WP#2 Analysis of BART Capital Impacts	August 2008
Task 4: Prepare and Analyze TDM Strategies WP#3 Identify Alternative Strategies and Modeling Approach WP#4 TDM Alternatives Analysis Draft and Final Reports	February 2009

Estimated Cost by Funding Source

FTA 5305:	\$250,000
In-kind local match:	<u>\$32,400</u>
Total:	\$282,400

Work Element 1123 Grand Boulevard Multimodal Transportation Corridor Plan

Objective

The Grand Boulevard Multimodal Transportation Corridor Plan is a joint planning effort of the San Mateo County Transit District (SamTrans), the San Mateo City/County Association of Governments (C/CAG) and the Santa Clara Valley Transportation Authority (VTA) under the auspices of the Grand Boulevard Initiative. The goal of the Plan is to facilitate development of a better match for transportation, with emphasis on transit, and land use on the El Camino Real Corridor (State Hwy 82) from Daly City to the Alameda and San Jose's Diridon Station in support of smart growth. The plan will guide the transformation of El Camino Real into a transit and pedestrian friendly, high-performing multimodal arterial where all modes of transportation move efficiently and safely. It will provide recommendations to improve transit options within the communities along the corridor and examine multimodal opportunities and innovative approaches to achieve these solutions such as signal timing, signal prioritization, bus queue lanes, bulb-outs, countdown signals and the integration/interoperability of these systems to provide seamless transitions across jurisdictional boundaries.

Tasks and Products	Estimated Completion
Execute a Memorandum of Understanding (MOU) between SamTrans, VTA and C/CAG and convene the Project Oversight Committee to finalize the scope, schedule and budget.	September 2007
Encourage and help facilitate the cities and the counties to evaluate both transportation and land use options along El Camino Real with an emphasis on housing generation.	March 2008
Determine the appropriate type and level of transit service for the El Camino Real corridor based on current and estimated future usage, including whether a cross-county market for bus transit service exists.	March 2008
Develop a strategy for multi-modal access within the corridor, which will encourage transit use, bicycling, and walking.	July 2008
Develop strategies and recommendations for facilitating corridor-wide coordination concerning the design and operations of El Camino Real Corridor.	October 2008
Develop management and policy framework for overall operations and maintenance of the corridor.	February 2009
Preparations of a Draft and Final Report and Final Presentation	June 2009

Estimated Cost by Funding Source

FTA 5305:	\$299,178
In-kind local match:	<u>\$227,600</u>
Total:	\$526,778

Work Element 1121: West Marin Transit Needs Assessment

Objective

The West Marin Transit Needs Assessment will evaluate the existing transit services in West Marin, identify additional transportation needs in this rural part of Marin County (including the needs of both West Marin residents as well as those of outside residents who wish to access recreational and scenic destinations in West Marin), and provide recommendations to the Marin County Transit District (MCTD) for strategies to address the identified service gaps. Community outreach and public involvement will be integral aspects of the study, and ongoing coordination with multiple stakeholder groups in West Marin is an intended outcome of the proposed study.

Tasks and Products	Estimated Completion
Develop a Detailed Work Plan	August 2007
Create a Steering Committee	October 2007
Draft Report on West Marin Transit Performance and Market Assessment	November 2007
Organize and Conduct a Public Outreach Effort	May 2008
Analyze Possible Strategies	June 2008
Draft West Marin Transit Needs Assessment Document	November 2008
Public Review of Draft Document	February 2009
Present Final West Marin Transit Needs Assessment Document to MCTD Board for direction on implementation of solution strategies	April 2009

Estimated Cost by Funding Source

FTA 5305:	\$100,000
In-kind local match:	\$ 12,956
Total:	\$112,956

Work Element 1121:MCTD Internships in Transit Planning

Objective

The Marin County Transit District (MCTD) internship program will provide valuable experience for current college students, recent college graduates, or graduate students interested in working in the field of public transportation. Additionally, the internship program will provide management opportunities for mid-level MCTD staff that would otherwise not be available to an agency with few staff. Each internship will focus on an existing planning need for MCTD that might otherwise go unmet.

The ITS intern will focus on ways to use technology to improve transit operations. Since this could involve recommendations for capital improvements, stakeholders will include MCTD contractors: Golden Gate Transit, Marin Airpporter, MV Transportation, and Whistlestop Wheels, along with Marin County local jurisdictions.

A Systems Operations intern will focus on how to more efficiently and effectively provide evening transit service throughout Marin County. Low income workers in restaurant and service jobs often rely on this type of service. The communities of Mill Valley and Fairfax have already been identified as jurisdictions in need of this type of service, which the project will evaluate in addition to other areas in Marin County.

The goals of the Data Management & GIS internship will include developing a customer service system to help MCTD manage and respond to public feedback, especially from low-income and non-English speaking transit customers.

Tasks and Products	Estimated Completion
Task 1.1: ITS Intern - Short background report on Review of ITS Technology	November 2007
Task 1.2: ITS Intern - Matrix of potential projects and associated report	February 2008
Task 1.3: ITS Intern - Full report detailing priority projects	April 2008
Task 2.1: Systems Operation Intern - Short background report on findings of Background Research	June 2008
Task 2.2: Systems Operation Intern - Matrix of service options and associated report	July 2008
Task 2.3: Systems Operation Intern - Final report detailing the case study	August 2008
Task 3.1: Data Management and GIS Intern - Report outlining customer service needs and alternatives	December 2008
Task 3.2: Data Management and GIS Intern - Report and presentation to staff on GIS findings	May 2009

Estimated Cost by Funding Source

FTA 5305:	\$40,220
In-kind local match:	\$ 5,212
Total:	\$45,432

Work Element 1611: Understanding and Supporting the Choice to Reside in a Transit-Oriented Development

Objective

While there is growing evidence of the benefits of transit-oriented development (TOD) – increased transit and non-motorized shares and decreased vehicle miles traveled, or VMT – research is lacking regarding why people choose to live in TODs and the policy implications of these reasons. This study aims to address this question through a survey of TOD residents in the San Francisco Bay Area. The goal of the study will be to better understand an individual’s and household’s choice to reside in a TOD, advance knowledge on the impact of individuals’ attitudes and preferences on travel behavior, develop information on demographics and travel patterns of TOD residents, and develop a standard set of TOD performance measures (i.e., parking ratios, non-auto mode shares) to determine the top factors that lead to successful TODs.

Specifically this study will:

- Analyze what influences people to live in TODs;
- Define a standard set of performance measures for TODs; and
- Combine these factors to help define how to best create successful TODs.

A greater understanding of what influences residents to locate in TODs as well as an understanding of the factors that make TODs work is crucial for all involved in promoting TOD and Smart Growth both in the Bay Area and throughout the State of California. The results of this work will assist state, regional, and local agencies, transit operators, planners, engineers, and developers in creating quality TODs – places that have the necessary ingredients for residents to want to live, work, shop, and spend time there.

Task	Deliverables (#)	Completion Date
1	Update work program and management plan (#1)	October 2007
2	Technical memo summarizing outreach (#2)	November 2007
3	Technical memo identifying sampling frame (#3)	December 2007
4	Technical memo summarizing focus group results (#4a)	December 2007
4	Technical memo describing survey design and sampling frame (#4b)	January 2008
5	Technical memo describing survey pretest and revisions (#5a)	February 2008
5	Final survey instrument(#5b)	March 2008
6	Preliminary survey responses (#6a)	May 2008
6	Electronic file of survey responses, survey report (#6b)	July 2008
7	Preliminary technical memo with analysis of survey responses (#7a)	September 2008
7	Final technical memo with analysis of survey responses (#7b)	October 2008
8	Technical memo mode choice behavior and relevant factors (#8)	November 2008
9	Technical memo- competitive positioning performance (#9a)	December 2008
9	Memo-findings, policies, actions, performance measures for inclusion in the Final Report and Briefing Book (#9b)	April 2009
10	Final report, briefing book, Power Point (#10a - #10e)	June 2009

Estimated Cost by Funding Source

FTA 5305:	\$300,000
In-kind local match:	\$39,000
Total:	\$339,000

APPENDIX C

STP FUNDED PROJECTS

FY 2009-10 – 2011-12

Congestion Management Agency:
Planning and Programming, and Transportation and Land Use Integration



APPENDIX D

CALTRANS CONSOLIDATED PLANNING GRANT (CPG) PROGRAM

**FINAL
FY 2009-10**

**FHWA STATE PLANNING AND RESEARCH (SP&R) PARTNERSHIP
PLANNING**

INTRODUCTION

Caltrans sponsors an annual "Consolidated Planning Grant" (CPG) Program which includes FHWA Planning and Research (SP&R) funds, among others. This appendix includes work scopes for planning projects in the MTC Region because such programming is required in order for grants to be awarded to project sponsors. Some of these funds are administered by MTC.

SP&R PARTNERSHIP PLANNING PROJECTS – FY 2007-08

		Federal Fund	Local Match	
			In-Kind	Cash
WE 1236	I-80/I-680/I-780 Corridors Highway Operations Implementation Plan	\$250,000		\$62,500
WE 1122	Develop Tools for Improving Truck Demand Models in CMA Settings	\$240,000	\$30,000	\$30,000
WE1122	Bicycle Route-Choice Model Development	\$68,000		\$17,000
TOTAL		\$558,000	\$30,000	\$109,500

SP&R PARTNERSHIP PLANNING PROJECTS – FY 2006-07

WE 1123	State Route 113 Major Investment and Corridor Study	\$51,729	\$0	\$17,413
TOTAL		\$51,729	\$0	\$17,413
GRAND TOTAL		\$609,729	\$30,000	\$126,913

Please refer to the following pages for selected work scopes.

Work Element 1236: I-80/I-680/I-780 Corridors Highway Operations Implementation Plan (Phase 2)

Project Summary:

This application is for a Partnership Planning grant from the California Department of Transportation's Transportation Planning Grant program. The Metropolitan Transportation Commission (MTC) will work with the Solano Transportation Authority (STA), as the lead agency for this planning effort, to create a partnership with Caltrans District 4 and the cities of Benicia, Dixon, Fairfield, Vacaville and Vallejo. The partnership will work to develop operational improvements and policy recommendations for the I-80/I-680/I-780 corridors relating to long range Intelligent Transportation System (ITS), ramp metering, High Occupancy Vehicle (HOV) network/lane extensions, and hardscape and landscape improvements that visually link areas of Solano County. The proposed plan is a follow up to the July 2004 I-80/I-780/I-680 Major Investment and Corridor Study and will be consistent with MTC's Freeway Performance Initiative.

Tasks and Products	Estimated Completion
Budget and schedule	March 2008
Partnership	March 2008
Operational Improvement Analysis	May-October 2008
Landscape and Hardscape Recommendations	October - December 2008
Project Development Meetings	Ongoing
Public Outreach	TBD
Funding Options	January to February 2009
Final Document	March 2009

Estimated Cost by Funding Source

FHWA Partnership Planning:	\$250,000
Cash local match:(STA Operating Budget)	\$ 62,500
Total:	\$312,500

Work Element 1122: Develop Tools for Improving Truck Demand Models in CMA Settings (submitted by the ACCMA)

Objective

The purpose of this study is to use the Alameda Countywide Transportation Demand Model to develop tools for improving the ability of the countywide models to model truck impacts. The study would conduct a literature review of what has been done to date in developing and applying truck models, document the availability of truck data and information in Alameda County, and document the status of current truck modeling methods in the Bay Area. Based on this information, selected components of the Alameda Countywide Model will be enhanced and tested to improve the ability to develop truck forecasts in selected congested corridors. This could include improving the ability to model average trip length, frequency and time of day travel for trucks. The study would result in developing tools for improving truck models and applying them to the overall transportation modeling process to more accurately forecast truck demand and model truck flow.

Tasks and Products	Estimated Completion
Review of the State of Truck Demand Model Development and Application Globally and in the Bay Area	August 2008
Identify and Select Truck Demand Model Enhancements for Application to the Alameda Countywide Travel Demand Model	October 2008
Collect Data	October 2008
Develop Methods to Enhance the Alameda Countywide Transportation Model to Model Truck Demand	May 2009
Apply and Test Truck Demand Enhancements to Select Portions of the Alameda Countywide Travel Demand Model	October 2009
Recommendations/Next Steps	November 2009

Estimated Cost by Funding Source

FHWA Partnership Planning:	\$240,000
In-kind local match:	\$30,000
Cash local match (ACCMA operating funds):	\$30,000
Total:	\$300,000

Work Element 1122: San Francisco Bicycle Route-Choice Model Development

Project Summary

The San Francisco County Transportation Authority's (Authority) travel demand model, SF-CHAMP, is used for transportation planning projects of all types in San Francisco. Currently, the model is able to estimate trip patterns between zones (TAZ's) and then assign motor vehicle trips, including transit, to streets and routes. It cannot assign bicycle trips to specific streets or facilities. This project would develop a bicycle route-assignment model component for SF-CHAMP. The tool would be easily adaptable for other California travel models that predict bicycle trips, but do not already assign those trips to specific streets and routes. Having this new capability would allow more fine-grained analysis of bicycle travel for a wide array of planning projects.

Development of a bicycle route choice model is particularly timely in San Francisco since we have reached the stage where the relatively grid-based bicycle improvements have been made. The remaining ones involve more significant trade-offs with auto and transit modes. Bicycle advocates, elected officials, and transit and traffic professionals welcome the development of this tool to aid the planning and decision making process.

It is expected that the findings from this study would be transferable to any other city or region which can already predict bike trips on a trip-table (e.g., origin/destination) basis.

Tasks and Products	Estimated Completion
Research on State-of-the-Practice	March 2009
Data Collection	July 2009
Model Development	October 2009
Model Calibration & Validation	December 2009
Final Report	February 2010

Estimated Cost by Funding Source

Caltrans Planning Grant:	\$68,000
Cash local match (Prop K):	<u>17,000</u>
Total:	\$85,000

Work Element 1123: Solano County SR 113 Corridor Study

Objective

The Metropolitan Transportation Commission (MTC) will work with the Solano Transportation Authority (STA), as the lead agency for this planning effort, to create a partnership with Caltrans District 4, Caltrans District 3, the Sacramento Area Council of Governments (SACOG), Solano County, Yolo County, and the cities of Dixon and Davis to study the multi-jurisdictional needs along the State Route 113 (SR 113) corridor in Solano County and in the southern portion of Yolo County. Key aspects of the proposed study include:

1. Multi-jurisdictional partnership with Caltrans, MTC, SACOG, STA and other agencies
2. SR 113 alignment alternatives
3. Funding options to improve SR 113 (including the investigation of a toll lane option)
4. An extensive public outreach to those potentially affected by operational and safety improvements to SR 113
5. An aggressive planning implementation schedule
6. Planning deliverables beneficial to Caltrans and other members of the SR 113 Corridor Partnership.

Tasks and Products	Estimated Completion
Task 1. Budget	March 2007
Task 2. Partnership	April 2008
Task 3. Public Outreach	January 2008
Task 4. Corridor Alignment and Improvements Evaluation A report identifying preferred long range alignment	October 2007
Task 5. Funding	October 2007
Task 6. Finalize and Print Task 4 Deliverables	March 2009
Task 7. Implementation	March 2009

Estimated Cost by Funding Source

Partnership Planning	\$250,000
In-kind local match	\$20,833
Cash local match (Solano County and City of Dixon)	<u>\$41,667</u>
Total:	\$312,500

APPENDIX E

FY 2009-10

ENVIRONMENTAL JUSTICE PLANNING PROGRAM

INTRODUCTION

The intent of the Environmental Justice Planning Program (EJPP) is to demonstrate the principles of environmental justice in the transportation investment decisions made by Caltrans and other public agencies and private non-profit organizations. The program is intended to help promote greater public involvement (such as minorities, low income and disadvantaged communities) in transportation decisions and context sensitive planning, to prevent or mitigate disproportionate, adverse impacts of transportation projects while improving mobility, access and quality of life for diverse communities.

This appendix lists the planning projects funded by Environmental Justice grants in the MTC Region.

APPROVED FY 08-09 FUNDS

WE Various	Safe Routes to School – Community Walk Audit Project	\$95,211
	TOTAL	\$95,211

FY 2007-08 FUNDS

WE Various	Safe Journeys: Planning	\$200,267
	TOTAL	\$200,267

FY 2006-07 FUNDS

WE Various	Goods Movement and Community Based Planning	\$170,000
WE Various	West Oakland Community Integration Plan for Transportation with Environmental, Economic and Public Health needs	\$204,654
WE Various	Ashland/Cherryland Livability Initiative	\$150,000
WE Various	Bayview Hunters Point Community Clean Air Program	129,600
WE Various	Fair Oaks Access and Improvement Study for Community Mobility	\$153,000
WE Various	Valencia Street Liveable Street Project - Phase II	\$71,000
	Total	\$878,254

FY 2005-06 FUNDS,

WE Various	Geary Multilingual Outreach	\$218,000
WE Various	Dumbarton Dialog Project – Part 2	\$141,500
	TOTAL	\$359,500

FY 2003-04 FUNDS

WE Various	Welfare-to-Work Transportation Action Plan Update and Expansion (Contra Costa County)	\$36,000
WE Various	Outer Mission Transportation Study	\$81,000
	TOTAL	\$117,000

GRAND TOTAL		1,650,232
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Work Element: Safe Routes to Schools Community Walk-Audit Project

This project will fund community walk-audits in the neighborhoods of fifteen low-income schools in Oakland, Hayward, San Leandro, and Berkeley to improve walking and bicycling conditions. The Transportation and Land Use Coalition's Safe Routes to Schools Program (SR2S) will bring together community residents; school parents, students and staff; city planners and engineers; and an engineering firm to come up with community-based solutions and conceptual design plans that will be used to create strong funding applications for bicycle and pedestrian improvements. The project will involve each community in: a community workshop to present a full range of practical solutions to make school neighborhoods safer for walking and bicycling, a community walk-audit with key stakeholders, and a follow-up prioritization workshop to identify which problems are most pressing to the school community. Guided by community input and in coordination with city and county planners, an engineering firm will create a set of conceptual designs for the school neighborhood. SR2S will collaborate with City and County planners with the goal that these conceptual plans are used to win infrastructure funds and realize the community's vision.

Tasks and Products	Estimated Completion
Identify School Communities: schools list and explanation of choices.	March 2009
Conduct Initial Involvement Outreach Project: outreach materials, number of community members reached, meeting minutes and sign-ins.	May 2009
Set up Walk-Audit Schedule: master schedule	May 2009
Conduct Outreach for Walk Audits: outreach materials and mailing lists	May 2009
Conduct 15 Community Walk Audits: agendas, minutes, sign-in sheets	July 2010
Create Conceptual Plans: Conceptual plans	July 2010
Present Conceptual Plans for Community Feedback: outreach materials, agenda, minutes, sign-ins.	October 2010
Identify Potential Funding Sources: research results	February 2011
Monitor Applications to Fund Infrastructure Improvements: copies of communications, application documents, and letters of support	February 2011
Analysis: copies of surveys and interview reports	February 2011

Estimated Cost by Funding Source

Caltrans EJ Grant:	\$95,211
Local Match (ACTIA Measure B):	\$39,328
Total:	\$134,539

Safe Journeys: Planning

Objective

The intent of this grant is to address California tribal transportation safety issues by creating an educational tool kit to build tribal community transportation safety planning capacity. The tool kit will contain an educational video presentation and companion workbook that guides and instructs California tribal communities on: 1) identifying risk factors and groups most at-risk for traffic injuries and fatalities, 2) the basic steps to plan for local road and safety improvements, 3) understanding the role of outside transportation planning consultants and effective use of consultants, 4) data collection basics and building a stronger bridge between the community and the reporting system, 5) generating local safety strategies, and 6) communicating local safety issues to the regional and statewide levels. The video and workbook will be copied and shared freely with all 109 California Tribes to improve pedestrian and bicycle access and safety, driver safety and address long-standing issues of equity, neglect and isolation in tribal areas by showing how tribal communities can participate as stakeholders in local and regional transportation planning forums and generate immediate community-based solutions to safety issues. This project builds upon and expands current transportation safety outreach and education efforts already being conducted with the California Indian community in consultation with the California Department of Transportation. A summary report of safety issues and strategies will be created from previous and current outreach data and used to inform the educational video and workbook. Additional community feedback will be gathered at three regional statewide trainings to present the educational video and workbook to California tribes. The anticipated outcome of the project is increased capacity of California Indians to plan for transportation safety as evidenced by project outcome evaluation activities.

Tasks and Products	Estimated Completion
Produce Report on Transportation Safety Issues in California Tribal Communities	December 2007
Create Video Script and Workbook Outline	March 2008
Conduct Video Pre-Production	May 2008
Conduct Video Production	July 2008
Conduct Video Post-Production	September 2008
Develop Companion Workbook	December 2008
Develop and deliver training curriculum	June 2009

Estimated Cost by Funding Source

Environmental Justice:	\$200,267
NIJC local match	<u>\$ 22,252</u>
Total:	\$222,519

APPENDIX F

FY 2009-10

Community Based Transportation Planning (CBTP) Grants

Community Based Transportation Planning (CBTP) Grants

Introduction

The Community Based Transportation Planning (CBTP) grant program is primarily used to seed planning activities that encourage livable communities. CBTP grants assist local agencies to better integrate land use and transportation planning, to develop alternatives for addressing growth, and to assess efficient infrastructure investments that meet community needs. These planning activities are expected to help leverage projects that foster sustainable economies, increase available affordable housing, improve housing/jobs balance, encourage transit-oriented and mixed-use development, expand transportation choices, reflect community values, and include non-traditional participation in transportation decision making.

CBTP grant funded projects demonstrate the value of these new approaches locally, and provide best practices for statewide application. The maximum amount available per grant is \$300,000, with a requirement that the local agency provide matching funds equal to at least 20% of the grant amount.

Below are the planning projects in the MTC Region funded by current CBTP grants.

FY 2008-09 Funds

➤ Bike/Pedestrian Improvements North and South of the Route 580 Entrance to the Richmond/San Rafael Bridge (Marin County)	\$ 80,000
➤ International Boulevard Transit Oriented Development Plan (Oakland)	\$ 245,000
➤ Mills Corridor - MacArthur Blvd Inter-Modal Mobility and Community Connection Planning Project (Oakland)	\$ 257,000
➤ The Alameda: A Plan for "The Beautiful Way" (San Jose)	\$ 250,000
➤ Santa Rosa Avenue Corridor Plan (Santa Rosa)	\$ 80,000
➤ Improving Safety and Mobility along Highway 1 on the Unincorporated San Mateo Midcoast (San Mateo County)	\$ 108,834
Subtotal	\$1,020,834

FY 2007-08 Funds

➤ Development of a Smart Code for the City of Livermore	\$ 300,000
➤ Harrison/Oakland Corridor Community Transportation Plan (City of Oakland)	\$ 187,050
➤ Canalfront Conceptual Design Plan (San Rafael)	\$ 140,000
Subtotal	\$ 627,050

FY 2006-07 Funds

➤ State Route 238 Bypass Corridor Land Use Study (Hayward)	\$ 250,000
➤ Marinwood Village Planning Process (Marin County)	\$ 91,120
➤ Community Based Transportation and Coordinated Land Use Plan (Napa County Transportation Planning Agency)	\$ 200,000
➤ Columbus Avenue Revitalization Master Plan (San Francisco County Transportation Authority)	\$ 144,000
➤ Community Based Planning to Create a Walkable/Bikable Treasure Island (San Francisco)	\$ 98,000
Subtotal	\$ 783,120
GRAND TOTAL	\$2,431,004

APPENDIX G

FY 2009-10

FTA ALTERNATIVES ANALYSIS PROGRAM

INTRODUCTION

The Federal Transit Administration's Alternatives Analysis Program (49 U.S.C. 5339) provides grants to States, authorities of the States, metropolitan planning organizations, and local government authorities to develop studies as part of the transportation planning process. These studies include an assessment of a wide range of public transportation alternatives designed to address a transportation problem in a corridor or subarea; sufficient information to enable FTA to make the findings of project justification and local financial commitment required; the selection of a locally preferred alternative; and the adoption of the locally preferred alternative as part of the state or regional long-range transportation plan. Eligible projects include planning and corridor studies and the adoption of locally preferred alternatives within the fiscally constrained Metropolitan Transportation Plan for that area.

Alternatives Analysis Program funds in the MTC Region have been allocated directly to transit operators rather than MTC. However, funds awarded under the Alternatives Analysis Program must be shown in the UPWP for MPO(s) with responsibility for that area. This appendix lists the planning projects funded by Alternatives Analysis Program grants in the MTC Region.

APPROVED FY 08-09 FUNDS

WE 1512	AC Transit: Telegraph Avenue/International Boulevard/E. 14th Bus Rapid Transit (TIP ID ALA050017)	\$237,500
WE 1512	SMART: Environmental Impact Report and Preliminary Engineering (TIP ID SON070025)	\$427,500
	TOTAL	\$665,000

FY 2007-08 FUNDS

WE 1512	AC Transit: Grand/MacArthur Blvd Corridor Improvements (TIP ID ALA070058)	\$350,000
WE 1512	VTA: BRT Strategic Plan (TIP ID SCL070044)	\$245,000
	TOTAL	\$595,000

FY 2006-07 FUNDS

WE 1512	VTA: BRT Strategic Plan (TIP ID SCL070044)	\$480,000
	TOTAL	\$480,000

GRAND TOTAL		\$1,740,000
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