

Metropolitan Transportation Commission Programming and Allocations Committee

September 9, 2009

Item Number 2f

Resolution Nos. 3685, Revised, and 3889, Revised.

- Subject:** Allocation of approximately \$3 million in Regional Measure 2 (RM2) capital funds.
- Background:** Capital Program:
To date, MTC has allocated approximately \$1 billion of the \$1.5 billion RM2 capital program. Two projects are proposed for capital allocation this month.
- TransLink[®]: Implementation of TransLink[®] Pre-Tax Benefit Program (\$2.4 million – MTC):* MTC requests \$2.4 million towards major improvements to the employer program website for the TransLink[®] pre-tax transit benefit program. These improvements include: online balance and transaction history checking capability, email notification features, and website customer interface improvements. This project is intended to increase use of employee transit benefits by increasing the availability of such programs, and by improving the programs' offerings, including using the Autoload feature to distribute transit value and streamlining the management of transit benefit programs for employers and employees.
- Diablo Valley College Transit Center (\$500,000 – CCCTA):* The Central Contra Costa Transit Authority requests a total of \$500,000 towards the construction of the Diablo Valley Transit Center that will include a ten bay bus terminal, an information office, a bus operator break room and restrooms at the site of the current bus transfer location at Diablo Valley College (DVC). The current "Transit Center" consists of two shelters on the edge of a busy parking lot. Buses must loop through the parking lot to get to the bus stops, taking 3 to 5 minutes to do so. This allocation would complete the funding required to improve bicycle and pedestrian access to the site from both the campus and the surrounding community, reduce the need for additional parking at DVC, and encourage the use of transit to DVC for students, faculty and employees.
- Issues:** N/A
- Recommendation:** Refer Resolution Nos. 3685, Revised, and 3889, Revised to the Commission for approval.
- Attachments:** MTC Resolution Nos. 3685, Revised, and 3889, Revised to the Commission for approval.

Date: March 23, 2005
W.I.: 1255
Referred by: PAC
Revised: 03/22/06-DA
01/23/08-DA
05/27/09-DA
09/23/09-C

ABSTRACT

MTC Resolution No. 3685, Revised

This resolution approves the allocation of Regional Measure 2 funds for the Transit Commuter Benefit Promotion project sponsored and implemented by the Metropolitan Transportation Commission (MTC).

This resolution includes the following attachments:

Attachment A - Allocation Summary Sheet

Attachment B - Project Specific Conditions for Allocation Approval

Attachment C - MTC staff's review of MTC's Initial Project Report (IPR) for this project

Attachment D - RM2 Deliverable/Useable Segment Cash Flow Plan

This resolution was revised through Delegated Authority on March 22, 2006 to allocate an additional \$25,000 to complete the long-range marketing plan.

This resolution was revised through Delegated Authority on January 23, 2008, to allocate an additional \$300,000 for development of functionality to allow ordering of TransLink® cards through employee transit benefits programs.

This resolution was revised through Delegated Authority on May 27, 2009, to allocate an additional \$410,000 towards website development, coordination with the TransLink® backend, and consultant support for overall development, resulting in a basic web-based transit benefit program that allows both employers and employees to manage their transit benefit accounts online.

This resolution was revised through Commission action on September 23, 2009, to allocate an additional \$2,410,000 towards major improvements to the first-generation employer program website for this project.

ABSTRACT

MTC Resolution No. 3685, Revised

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Additional discussion of this allocation is contained in the Executive Director's memorandum to the MTC Programming and Allocations Committee dated March 2, 2005, January 9, 2008 and September 9, 2009.

**REGIONAL MEASURE 2 PROGRAM
Allocation of Funds**

Project Title: Transit Commuter Benefit Promotion Program
Sponsor: Metropolitan Transportation Commission
Project Number: 35.1

Allocation No. 35.1-1

Activities to be funded with Allocation #1:

1) Long-range plan. Create a new task order in a current contract to assist MTC in the development of a long-range marketing plan for the commuter benefits funds. The scope of the work is to develop a detailed plan that will utilize employers to market transit, through the promotion of TransLink, to their employers. The Consultant will propose specific tactics to aid MTC in this effort. The total cost of the plan is \$25,000.

2) Marketing Promotion. The promotion will have two major features: 1) an awareness campaign to educate employees about the availability of this valuable benefit and convenient fare instrument and 2) an incentive program to encourage employers to set-up such a program and employees to participate. The total cost of activities is \$50,000.

Funding Information for Allocation #1:

Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date
05368501	23-Mar-05	\$ 25,000	ENV	FY 2004-05	\$ 25,000
05368502	23-Mar-05	\$ 50,000	CON	FY 2004-05	\$ 75,000

Allocation No. 35.1-2

Activities to be funded with Allocation #2:

1) Long-range plan. The estimated cost to develop the long-range marketing plan increased by \$25,000. MTC is requesting an additional \$25,000 to complete the plan.

Funding Information for Allocation #1:

Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date
06368503	22-Mar-06	\$ 25,000	ENV	FY 2005-06	\$ 100,000

**REGIONAL MEASURE 2 PROGRAM
Allocation of Funds**

Project Title: Transit Commuter Benefit Promotion Program
Sponsor: Metropolitan Transportation Commission
Project Number: 35.1

Allocation No. 35.1-3					
Activities to be funded with Allocation #3:					
1) Online functionality: Development of an online mechanism for obtaining TransLink® cards through employee transit benefits programs. The estimated cost for a consultant to develop the additional functionality is \$300,000. MTC is requesting \$300,000 to complete this activity.					
Funding Information for Allocation #3:					
Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date
08368504	23-Jan-08	\$ 300,000	CON	FY07-08	\$ 400,000

Allocation No. 35.1-4					
Activities to be funded with Allocation #4:					
This allocation is towards the development of a basic web-based transit benefit program that allows both employers and employees to manage their transit benefit accounts online. Activities involved are:					
1) HTML coding, other programming;					
2) Coordination with the TransLink® back end;					
3) Consultant support for overall development of the program, including a) oversight of the TransLink® contractor's work; b) coordination with other transit benefit program and transit providers; and c) graphics support for visual enhancements to the website from the TransLink® marketing contractor.					
Funding Information for Allocation #4:					
Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date
09368505	27-May-09	\$ 410,000	CON	FY08-09	\$ 810,000

**REGIONAL MEASURE 2 PROGRAM
 Allocation of Funds**

Project Title: Transit Commuter Benefit Promotion Program
 Sponsor: Metropolitan Transportation Commission
 Project Number: 35.1

Allocation No. 35.1-5

Activities to be funded with Allocation #5:

This allocation will be used to make improvements to the employer program website. These improvements include:

1. Multiple funding source capability - allowing employees to supplement employee benefit program funds with their own personal funding source, such as a credit card.
2. Website customer interface improvements - such as reducing the number of screens customers have to navigate to order a card or add value and generally making it easier to go through this process.
3. Online balance checking and transaction history - allowing customers to immediately access their account balances and to generate a transaction history for the previous 30-60 days.
4. Email notification - creating the capability for the TransLink contractor to automatically generate email notifications for important changes that customers make to their accounts or to notify them of upcoming actions.

Funding Information for Allocation #5:

Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date
10368506	23-Sep-09	\$ 2,410,000	CON	FY09-10	\$ 3,220,000



Regional Measure 2 Regional Traffic Relief Plan

RM2 Project Number: 35.1
Transit Commuter Benefit Promotion

Lead Sponsor Metropolitan Transportation Commission	Other Sponsors(s) N/A	Implementing Agency (if applicable) N/A
Legislated Project Description Marketing to promote tax-saving opportunities for employers and employees as specified in Section 132(f)(3) of the Internal Revenue Code. Goal is to increase the participation rate of employers offering employees a tax-free benefit to commute to work by transit.		
RM2 Legislated Funding (in \$1,000) 35.1 TransLink® Employer Benefit Program (\$5,000)		Total Estimated Project Cost (in \$1,000) \$5,000
Project Purpose and Description As the availability of TransLink® increases, employer benefit programs can begin offering employees the choice of either continuing to receive vouchers or receiving a registered TransLink® card to which a specific value will be loaded each month. Both administrators and users of employer benefit programs will benefit from TransLink: employers will enjoy significantly streamlined administration; employees will be able to forego voucher reimbursement, as well as enjoy all of the standard features of a smart card. MTC will work with the Regional Rideshare Program Technical Advisory Committee (TAC) and the TransLink Marketing Subcommittee to develop and implement a project plan for the promotion. Many members of the Rideshare TAC manage and implement employer benefit programs in their respective counties or work closely with large employers who participate in Employer Benefit programs. We expect the promotion will have two major features: 1) an awareness campaign to educate employees about the availability of this valuable benefit and convenient fare instrument and 2) an incentive program to encourage employers to set-up such a program and employees to participate.		
Funding Description Committed Funds: The RM2 funding completely funds this project. Uncommitted Funds: None Operating Capacity: N/A		

Overall Project Cost and Schedule

Phase	Scope	Start	End	Cost (in \$1,000)
1	Final Environmental Document	01/2008	07/2008	\$50
2	Plans, Specifications and Estimates			
3	Right-of-Way			
4	Construction	01/2008	06/2015	\$4,950
Total:				\$5,000

Total Project Funding Plan: Committed and Uncommitted Sources

(Amounts in Thousands)

Project Title	Transit Commuter Benefit Promotion Program						Project No.					35.1
Lead Sponsor	Metropolitan Transportation Commission											
Fund Source	Phase	Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	Future	Total	
Committed												
RM2	Environmental		25	25							50	
RM2	Construction		50			300	410	2,410	1,780		4,950	
											-	
											-	
											-	
											-	
Total:		-	75	25	-	300	410	2,410	1,780	-	5,000	
Uncommitted												
											0	
											0	
											0	
Total:		0	0	0	0	0	0	0	0	0	0	
Total Project Committed and Uncommitted												
		Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10		Future	Total	
Total:		-	75	25	-	300	410	2,410	1,780	-	5,000	

REGIONAL MEASURE 2 PROGRAM Project Cash Flow Plan

Attachment D
MTC Resolution No. 3685
March 23, 2005
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Revised 03/22/06-DA
01/23/08-DA
05/27/09-DA
09/23/09-C

Project Title: Transit Commuter Benefits Promotion Program
Sponsor: Metropolitan Transportation Commission
RM2 Project Number: 35.1

RM2 Project # 35.1	PRIOR	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	TOTAL
RM2 Funds Total	-	75,000	25,000	-	300,000	410,000	2,410,000	3,220,000
Environmental (ENV)	0	25,000	25,000	0	0	0	0	50,000
RM2		25,000	25,000					50,000
								0
								0
								0
Final Design (PS&E)	0	0	0	0	0	0	0	0
								0
								0
								0
								0
Right of Way	0	0	0	0	0	0	0	0
								0
								0
								0
								0
Construction	0	50,000	0	0	300,000	410,000	2,410,000	3,170,000
RM2		50,000			300,000	410,000	2,410,000	3,170,000
								0
								0
								0
TOTAL FUNDING								
Environmental	0	25,000	25,000	0	0	0		50,000
Final Design (PS&E)	0	0	0	0	0	0		0
Right of Way	0	0	0	0	0	0		0
Construction	0	50,000	0	0	300,000	410,000	2,410,000	3,170,000
PROJECT TOTAL	0	75,000	25,000	0	300,000	410,000	2,410,000	3,220,000

Date: March 25, 2009
W.I.: 1255
Referred by: PAC
Revised: 06/24/09-C
07/22/09-DA
09/23/09-C

ABSTRACT

MTC Resolution No. 3889, Revised

This resolution approves the allocation of Regional Measure 2 funds for the Regional Express Bus North project sponsored by MTC and implemented by Golden Gate Bridge Highway and Transportation District, Vallejo Transit, Napa VINE, Fairfield-Suisun Transit, Western Contra Costa Transit Authority, Eastern Contra Costa Transit Authority, and Central Contra Costa Transit Authority.

This resolution includes the following attachments:

Attachment A - Allocation Summary Sheet

Attachment B - Project Specific Conditions for Allocation Approval

Attachment C - MTC staff's review of implementing agency's Initial Project Report (IPR)
for this project

Attachment D - RM2 Deliverable/Useable Segment Cash Flow Plan

This resolution was revised on June 24, 2009 to allocate \$1.75 million towards the construction of Phase 1 of the Vacaville Intermodal Station.

This resolution was revised on July 22, 2009 to allocate \$532,000 under Delegated Authority towards the construction of the Pacheco Transit Center.

This resolution was revised on September 23, 2009 to allocate \$500,000 towards the construction of the Diablo Valley Transit Center.

Additional discussion of this allocation is contained in the Executive Director's memorandum to the MTC Programming and Allocations Committee dated March 4, 2009 and the Programming and Allocations Summary Sheet dated June 10, 2009 and September 9, 2009.

**REGIONAL MEASURE 2 PROGRAM
 Allocation of Funds**

Project Title: Diablo Valley Transit Center
 Project Sponsor: Metropolitan Transportation Commission
 Implem. Agency: CCCTA
 Project Number: 17.6

Allocation No. 17.6 - 1						
Activities to be funded with Allocation #1:						
Construction activities for the Diablo Valley Transit Center.						
Allocation Instruction No.	Approval Date	Amount	Phase	Reimbursement Year	Cumulative Total To Date	
10388904	23-Sep-09	\$ 500,000	CON	FY 2009-10	\$	500,000

REGIONAL MEASURE 2 PROGRAM Project Specific Conditions

Project Title: Diablo Valley Transit Center
Sponsor: Metropolitan Transportation Commission
Implem. Agency: CCCTA
Project Number: 17.6

There are no project-specific conditions for this project.



Regional Measure 2 Regional Traffic Relief Plan

September 23, 2009
Attachment C-1
MTC Resolution No. 3889

RM2 Project Number: 17.6

Diablo Valley Transit Center

Lead Sponsor MTC	Other Sponsors(s) N/A	Implementing Agency (if applicable) CCCTA
Legislated Project Description Competitive grant program for bus service in Richmond-San Rafael Bridge, Carquinez, Benicia-Martinez and Antioch Bridge corridors. Provide funding for park and ride lots, infrastructure improvements, and rolling stock. Eligible recipients include Golden Gate Bridge Highway and Transportation District, Vallejo Transit, Napa VINE, Fairfield-Suisun Transit, Western Contra Costa Transit Authority, Eastern Contra Costa Transit Authority, and Central Contra Costa Transit Authority. The Golden Gate Bridge Highway and Transportation District shall receive a minimum of one million six hundred thousand dollars (\$1,600,000). Napa VINE shall receive a minimum of two million four hundred thousand dollars (\$2,400,000). Twenty million dollars (\$20,000,000). The project sponsor is the Metropolitan Transportation Commission.		
RM2 Legislated Funding (in \$1,000) Diablo Valley Transit Center: \$ 500		Total Estimated Project Cost (in \$1,000) \$4,321
Project Purpose and Description Diablo Valley College (DVC), located in Pleasant Hill, CA, is home to a diverse community of commuter students offering more than 30 occupational programs and over 40 certificate programs. There are 13,000 parking permits issued each semester for the 3261 parking spaces on campus. As of 2009, six CCCTA bus routes serve the campus, which all connect either to BART or AMTRAK rail. The current "Transit Center" consists of two shelters on the edge of a busy parking lot. Buses must loop through the parking lot to get to the bus stops, taking 3 to five minutes to do so. This grant would complete the funding needed to design and build a full-service transit center at DVC, which would be separated from auto traffic, provide amenities (including shelters, lighting, real time information, transit ticket sales, carpool matching services, bicycle parking, and possibly some private enterprise opportunities), improve pedestrian access to the site from both the campus and the surrounding community, reduce the need for additional parking at DVC, and increase the use of transit and other commute alternative modes to DVC for students, faculty and employees.		
Funding Description Committed Funds : \$1089,000 in RM2; \$823,820 in Measure C Local; \$92,922 in TFCA; \$800,000 in PTMISEA Uncommitted Funds: N/A Operating Capacity: Upon project completion, the CCCTA will assume responsibility for operating and maintaining the facility.		

Overall Project Cost and Schedule

Element	Scope	Start	End	Cost
1	Environmental Document	07/2009	08/2009	\$24,000
2	Plans, Specifications and Estimates	07/2008	03/2009	\$329,000
3	Right-of-Way	N/A	N/A	\$0
4	Construction	10/2009	04/2010	\$2,934,000
Total:				\$3,287,000

Total Project Funding Plan: Committed and Uncommitted Sources

Project Title	Diablo Valley Transit Center		Project No. 17.6						
Implementing Agency	CCCTA								
Fund Source	Phase	Prior	2006-07	2007-08	2008-09	2009-10	2010-11	Future	Total
Committed									
RM2	CON					500,000			500,000
PTMISEA	CON			1,200,000					1,200,000
T-Plus	CON	100,000			250,000				350,000
FTA Sec 5309	CON	804,000		433,000					1,237,000
Total:		904,000	0	1,633,000	250,000	500,000	0	0	3,287,000
Uncommitted									
Total:		0	0	0	0	0	0	0	0
Total Project Committed and Uncommitted									
		Prior	2005-06	2006-07	2007-08	2008-09	2009-10	Future	Total
Total:		904,000	0	1,633,000	250,000	500,000	0	0	3,287,000

**REGIONAL MEASURE 2 PROGRAM
 Project Cash Flow Plan**

Project Title: Diablo Valley Transit Center
 Implementing Agency: CCCTA
 Project Number: 17.6

	PRIOR	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2008-10	TOTAL
RM2 Funds Total		-	-	-	500,000	-	-	-	500,000
Environmental (EN)	0	0	0	0	0	0	0	0	0
									0
									0
									0
Final Design (PS&E)	0	0	0	0	0	0	0	0	0
									0
									0
									0
Right of Way	0	0	0	0	0	0	0	0	0
									0
									0
									0
Construction	904,000	0	1,633,000	250,000	500,000	0	0	0	3,287,000
RM2					500,000				500,000
PTMISEA			1,200,000						1,200,000
T-Plus	100,000			250,000					350,000
FTA section 5309	804,000		433,000						1,237,000
TOTAL FUNDING									
Environmental	0	0	0	0	0	0	0	0	0
Final Design (PS&E)	0	0	0	0	0	0	0	0	0
Right of Way	0	0	0	0	0	0	0	0	0
Construction	904,000	0	1,633,000	250,000	500,000	0	0	0	3,287,000
PROJECT TOTAL	904,000	0	1,633,000	250,000	500,000	0	0	0	3,287,000

* Project is environmentally approved.