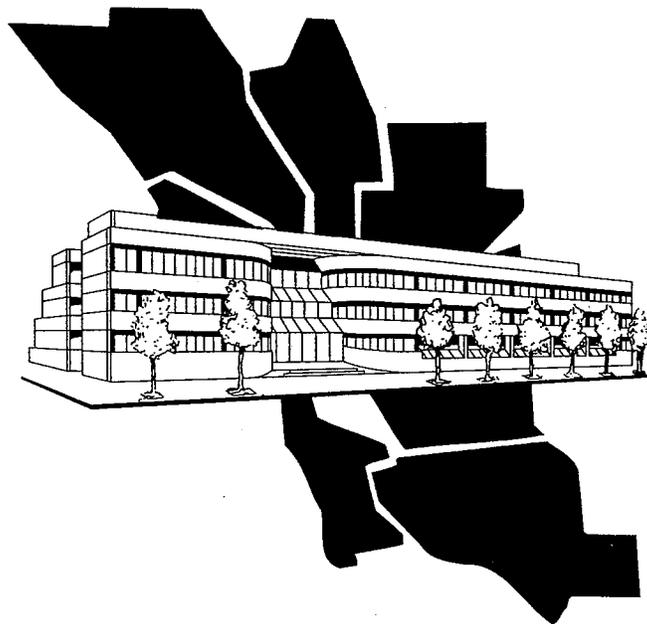


FY 2010 - 11

OVERALL WORK PROGRAM

FOR PLANNING ACTIVITIES IN
THE SAN FRANCISCO BAY AREA



Caltrans *CT*



METROPOLITAN
TRANSPORTATION
COMMISSION



ASSOCIATION
OF BAY AREA
GOVERNMENTS

FINAL
APRIL 2010

FY 2010-11
OVERALL WORK PROGRAM
FOR THE
SAN FRANCISCO BAY AREA

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FINAL
APRIL, 2010

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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AA/DEIS	Alternatives Analysis/Draft Environmental Impact Statement AA has been replaced by MIS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 Amandon 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
SRTP	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

Prospectus ABAG

CHAPTER 1.1: PROSPECTUS

ASSOCIATION of BAY AREA GOVERNMENTS

FY 2010-2011

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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 2010-2011 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 2010-11, 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 2010 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 2010. 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 2010-11 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 2010, 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 2010-11 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 2010-11 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 2010-11 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. his 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 part of the continuing operation of the Association, citizen participation is solicited at two levels: interaction with ABAG policy boards and committees and education through the public information services of the Communications and Government Affairs Office.

Citizen participation takes place in the following ways and areas:

- Policy Boards and Committees are comprised of locally elected officials
- Standing committees, task forces, and advisory committees include members of community groups, representative so special interests and staff members of governmental and non-governmental agencies. All meetings are noticed, and are open to the public.
- Public discussions/public hearings are held on major issues being considered by ABAG policy committees, such as: growth management, housing, economic development, air and water quality, safety, recreation, regional strategies; projections of population, land use, employment and housing; State legislation and constitutional revision proposals.
- There is an opportunity for public comment at every ABAG public meeting, providing the opportunity for citizens to express their views on any item on or off the agenda.

Communications Program

The Communications and Government Affairs staff provide information to members and citizens about ABAG, its research, services, regional planning activities, and state and federal legislation issues of regional concern; and solicits member and citizen participation in decision-making. Basic objectives are:

- 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.

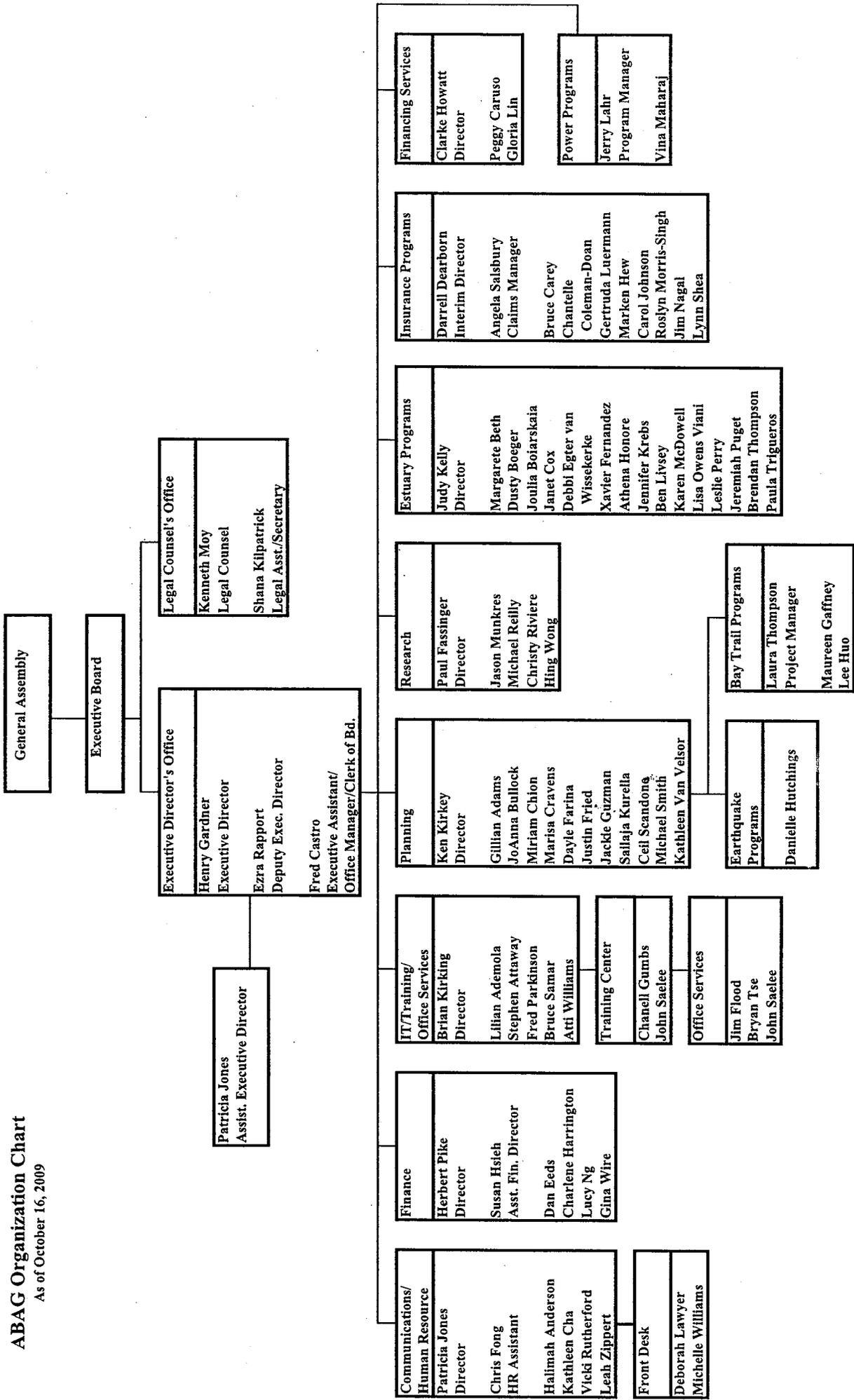
- d. Indian Tribes. Continue to meet with the Bay Area Tribal Summit to share information about FOCUS and other planning initiatives that may be of interest to tribal governments. Continue to send announcements about upcoming conferences and workshops to the tribal governments.

ATTACHMENT 1
San Francisco Bay Area Map



Association of Bay Area Governments © 1998

ABAG Organization Chart
As of October 16, 2009



Prospectus MTC

METROPOLITAN TRANSPORTATION COMMISSION

CHAPTER 1: MTC PROSPECTUS

**FINAL
FY 2010-11**

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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 2010-11.

The federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) requires metropolitan planning organizations (MPOs) to work cooperatively with federal and state agencies, local transportation agencies, local governments, public transit operators, tribal governments, and various stakeholders to develop regional transportation plans and transportation improvement programs 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 Commission adopted the *Transportation 2035: Change in Motion* in April 2009 and the 2009 TIP in September 2008. As stipulated in SAFETEA, these documents provide for the development and integrated management and operation of transportation facilities that function as a regional system as well as the state and national intermodal transportation systems. These plans and their corresponding policies, strategies and investments embody the eight SAFETEA 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-LU and goals embodied in MTC's RTP.

II. Bay Area Implementation of FY2010-11 Planning Emphasis Areas

Overall Approach: The Bay Area's transportation system is complex with many interrelated functions, ownership, areas of responsibility and dynamic relationships with land use and air quality. Addressing these complexities, MTC partners with three other regional agencies – Bay Area Air Quality Management District, Association of Bay Area Governments, and Bay Conservation and Development Commission – to cooperatively work on regional planning efforts through the Joint Policy Committee (JPC). Among the JPC's current initiatives are focused growth, climate protection, and development of a sustainable communities strategy as part of the next Regional Transportation Plan pursuant to SB 375. MTC also collaborates with the Bay Area Partnership to improve the overall efficiency and operation of the region's transportation network, including developing strategies for financing and transportation improvements. Furthermore, MTC staff works with a citizen-based Policy Advisory Council on key planning and policy issues for purposes of informing Commission discussions and decisions. Public outreach and involvement activities are ongoing as part of these planning efforts.

Planning Emphasis Areas in the OWP: Per the MPO OWP Guidance issued by Caltrans for FY2010-11, there will not be any federal PEA's for FY 2010-11.

The FHWA California Division, in consultation with FTA Region IX, has determined that the areas of emphasis for California's transportation planning and air quality program in Federal FY 2010-11 are:

- Performance management;
- Implementation of Certification Review corrective actions and recommendations; and,
- Public Involvement Procedures/documentation of planning and programming process.

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

Performance Management

Performance-based planning is systematic and analytic. It expresses policy in terms of quantifiable objectives, sets-up a decision-making framework to evaluate both transportation policies and investments, and through continued evaluation of performance trends, gives decision-making bodies an opportunity to make adjustments in policy and/or investment priority when needed. In this vein, the Commission continues to embrace a performance-based approach to its long-range transportation planning and programming activities to focus on measurable outcomes of potential investments and the degree to which these investments support stated policies.

The use of performance measures is not new to Bay Area planning and programming. SB 1492 (Statutes of 2002) requires the Commission to establish performance measurement criteria on both a project and corridor level to evaluate and prioritize all new investments for consideration in the Regional Transportation Program. MTC has conducted performance assessments for the 2001 Regional Transportation Plan, Transportation 2030 Plan in 2005, and most recently, the Transportation 2035 Plan in 2009. The performance assessments conducted for the plan, in turn, guide the funding decisions that occur through the transportation programming process.

FHWA and FTA anticipate that an emphasis on measuring the outcomes of the planning process via performance measures will be a key feature in the new Federal surface transportation bill. This work program continues to emphasize the use of performance measures and performance monitoring in the development of the Regional Transportation Plan and the Transportation Improvement Program such as reducing vehicle miles traveled, congestion, carbon dioxide and particulate emissions, and improving transportation and land use decisions as reflected in the Transportation 2035 Plan. Additional performance measures may be added to test other performance objectives. MTC staff looks forward to working with staffs from FHWA, FTA and Caltrans to define appropriate performance measures for the upcoming long-range plan.

Implementation of Certification Review Corrective Actions and Recommendations

In 2007, FHWA and FTA conducted the certification review of the San Francisco Bay Area metropolitan transportation planning process carried out by MTC. The review team found no major deficiencies in the planning process requiring corrective actions. The federal review included several recommendations for improvement. In the letter dated March 31, 2008, FHWA and FTA jointly certify that the transportation planning process meets the requirements of 23 CFR 450 and 49 CFR 613. Many of the recommendations for improvement were implemented during the preparation of the Transportation 2035 Plan and 2009 Transportation Improvement Program.

Below is a summary of the 2007 Certification Review team's recommendations for improvements and how MTC has addressed these areas in its planning activities.

1. Pursuant to 23 CFR 450.322(f)(2), MTC should ensure that the locally preferred alternative from projects funded under the FTA Capital Investment Grant program is adopted into the RTP as a fully funded project, including capital and operating expenses.

MTC Follow-Up Actions:

- In 2008, the Commission adopted the Resolution 3434 Strategic Plan. The Strategic Plan provides a framework for successful program and project delivery, and serves as a vehicle to reassess project costs, scopes and funding, monitor project progress, and take specific funding actions to allow ready-to-go projects to move into implementation.
 - In the Transportation 2035 Plan adopted by MTC in April 2009, only fully funded projects, including capital and operating expenses, are included in the financially constrained plan.
2. MTC should ensure that project descriptions in the RTP adequately and clearly identify major project elements and locations.

MTC Follow-Up Actions:

- As part of the Transportation 2035 Plan effort, MTC worked closely with Congestion Management Agencies, transit operators, Caltrans, and other project sponsors to develop the project descriptions for projects proposed for inclusion in the plan.
 - MTC also developed an online Transportation 2035 Plan project listing so that FHWA, FTA, Caltrans, CMAs, transit operators, other transportation partners and the public can gain access to the projects included in the financially constrained plan. This online project listing is available at:
<http://www.transportation2035.com/>
3. MTC should adopt a SAFETEA-LU compliant RTP as soon as possible.

MTC Follow-Up Actions:

- MTC adopted the Transportation 2035 Plan, which complied with the SAFETEA-LU planning requirements, in April 2009. The final Transportation 2035 Plan and related supplementary reports are available online at:
http://www.mtc.ca.gov/planning/2035_plan/index.htm
4. The review team reminds MTC that the financial plan for the transportation improvement program shall contain system-level estimates of costs and revenues sources that are reasonably expected to be available to adequately operate and maintain the Federal-aid highways and public transportation (23 CFR 450.324(h)).

MTC Follow-Up Actions:

- In developing the 2009 TIP, MTC has taken into consideration the transportation funding revenues expected to be available during the four years of the TIP (Federal FY 2008-09 through FY 2011-12), and has found the 2009 TIP to be financially constrained by program and by year. Additionally, this constraint requirement applies to each of the four program years and because the Bay Area is an air quality non-attainment area, only projects with committed or reasonably available funds committed to the project may be programmed in the final two years of the TIP. Fiscal constraint requirement encompasses both the operation and maintenance of capital projects in the TIP and the estimated costs of

maintaining and operating the transportation system as a whole. The framework of both MTC's Transportation 2035 Plan and 2009 Transportation Improvement Program meet this requirement.

5. MTC should strive to improve the documentation of the congestion management process in the Bay Area.

MTC Follow-Up Actions:

- In the 2007 Congestion Management Process Update (which was approved by the Commission in July 2007), MTC identified focus tasks for the coming year as a way to highlight specific, current activities that address mobility and congestion management and track their developments over time. The 2007 focus tasks included several activities, including the Regional High Occupancy/Toll (HOT) Lanes Network Feasibility Study, Regional Goods Movement Planning, Freeway Performance Initiative and Corridor System Management Planning (CSMP), and San Francisco County Transportation Authority Mobility, Access and Pricing Study.
6. MTC should continue to work with the Minority Citizens Advisory Committee and local communities to identify appropriate data and methodologies to best assess Title VI and environmental justice issues in the transportation planning process.

MTC Follow-Up Actions:

- As part of the Transportation 2035 Plan effort, MTC worked closely and collaboratively with the Minority Citizens Advisory Committee and community stakeholders to prepare the Equity Analysis. This assessment of the long-range plan is intended to satisfy federal requirements under Title VI of the Civil Rights Act and federal policies and guidance on environmental justice. This report is available at: http://www.mtc.ca.gov/planning/2035_plan/equity.htm.
- MTC's work with its citizen advisors and other stakeholders representing minority and low-income communities is ongoing to explore and identify new methodologies and potential data sources to incorporate transportation-related issues identified as community priorities into the transportation planning process.

Public Involvement Procedures/Documentation of Planning and Programming Process

As outlined in MTC's Public Participation Plan adopted in 2007, MTC's public involvement process aims to give the public ample opportunities for early and continuing participation in critical transportation projects, plans and decisions, and to provide full public access to key decisions. Public participation is essential in developing planning and funding priorities for the Regional Transportation Plan and Transportation Improvement Program to identify issues of concern and issue areas that require further analysis, discussion, and input to Commission decisions.

MTC fully documents the public participation process implemented during the development of the Regional Transportation Plan and Transportation Improvement Program into a single comprehensive report. This report outlines the Commission's guiding principles for conducting public outreach, assesses our performance on meeting the goals set for involving the public, and reports on the key messages heard from the public and MTC responses on

how those comments are addressed in the planning process. The latest public outreach documentation pertains to the outreach effort undertaken as part of the development of the Transportation 2035 Plan. This document may be found at: http://www.mtc.ca.gov/planning/2035_plan/index.htm.

III. MTC Organization

This section provides a description of the planning area and the MTC organization structure (including its committees, citizen-based advisory council and task forces) and illustrates the transportation planning decision-making process. It also includes a description of the four-agency Joint Policy Committee.

Planning Area

The Bay Region embraces the nine counties that touch San Francisco Bay (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano and Sonoma) and includes 101 municipalities. More than 7 million people reside within its 7,000 square miles. The region MTC serves is unique in that there are eight primary public transit systems as well as numerous other local transit operators, which together carry nearly 500 million passengers per year. The region's varied geography has given rise to a diverse range of public transit modes: antique cable cars and historic streetcars; high-speed ferries; diesel commuter rail and electric-powered rapid transit rail; diesel and natural gas buses; and electric trolley buses. The combined annual operating budget of the transit agencies is over \$2 billion, placing this region among the top transit centers in the nation. In addition, there are numerous specialized services for elderly and disabled travelers (referred to as paratransit service), nearly 20,000 miles of local streets and roads, 1,400 miles of highway, six public ports and three major commercial airports.

Metropolitan Transportation Commission

Created by the state Legislature in 1970 (California Government Code § 66500 et seq.), the MTC is the transportation planning, coordinating and financing agency for the nine-county San Francisco Bay Area. MTC functions as both the regional transportation planning agency — a state designation — and, for federal purposes, as the region's metropolitan planning organization (MPO). The Commission Procedures Manual, which is dated November 25, 1981 and as revised periodically by MTC resolution action, sets forth the agency's bylaws and rules. The Commission Procedures Manual outlines the Commission and commissioners, Commission officers, Commission meetings and the conduct of business, and Commission committees (see MTC Resolution No. 1058, Revised).

The Commission's work is guided by a 19-member policy board. Fourteen commissioners are appointed directly by local elected officials (each of the five most populous counties has two representatives, with the board of supervisors selecting one representative, and the mayors of the cities within that county appointing another; the four remaining counties appoint one commissioner to represent both the cities and the board of supervisors). In addition, two members represent regional agencies — the Association of Bay Area Governments and the Bay Conservation and Development Commission. Finally, three nonvoting members have been appointed to represent federal and state transportation

agencies and the federal housing department, i.e., the California Business, Transportation and Housing Agency, the U.S. Department of Transportation, and the U.S. Housing and Urban Development Department.

MTC Committees

Six standing committees (comprising seven or more commissioners) make recommendations to the full Commission. The six committees are Administration, Executive, Legislation, Planning, Operations, and Programming and Allocations. The responsibilities of these six committees are listed below. MTC also has an Audit Committee consisting of four commissioners.

MTC Committee	Responsibilities
Administration Committee	<ul style="list-style-type: none"> • Oversight of Agency Operations • Personnel Policies • Financial Reports/Audits • Agency Budget • Contracts • Commission Procedures
Executive Committee	<ul style="list-style-type: none"> • Acts on matters of urgency brought before it by the Chair between Commission meetings • Acts on other matters assigned by Commission or Chair
Legislation Committee	<ul style="list-style-type: none"> • Annual MTC Legislative Program • Positions Legislation & Regulation • Public Involvement • Public Information/Media • Citizen Advisory Committees
Planning Committee	<ul style="list-style-type: none"> • Agency Work Program • Regional Transportation Plan • Corridor Studies • Customer Service Programs
Operations Committee	<ul style="list-style-type: none"> • Oversight of Transportation System Management & Operational Activities • Agency Contracts Re: System Management & Operations
Programming and Allocations Committee	<ul style="list-style-type: none"> • Fund Estimate • Fund Allocations • Fund Applications • State Transportation Improvement Program (STIP) • Federal Transportation Improvement Program (TIP)

SAFE

MTC 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.

BATA

MTC Commissioners convene as the Bay Area Toll Authority (BATA) for purposes of overseeing improvements and operations of the seven state-owned toll bridges in the Bay Area. The Bay Area Toll Authority (BATA) was created by the California Legislature in

1997 to administer the base \$1 auto toll on the San Francisco Bay Area's seven state-owned toll bridges. On January 1, 1998, MTC began operations as BATA. In August 2005, the California Legislature expanded BATA's responsibilities to include administration of all toll revenue and joint oversight of the toll bridge construction program with Caltrans and the California Transportation Commission. There is a cooperative agreement between Caltrans and the Bay Area Toll Authority (effective April 25, 2006) relating to toll collection and accounting, toll bridge operations and maintenance, toll bridge capital improvement program, financial management and financing for the seven state-owned toll bridges.

Policy Advisory Council

The Policy Advisory Council was created by the Commission in November 2009 to incorporate and supersede several MTC citizen advisory committees. As with the previous advisory committees, the mission of the Policy Advisory Council is to advise the Commission on transportation policies in the Bay Area, incorporating diverse perspectives relating to the environment, the economy and equity. The Council advises the Commission and its staff through the appropriate MTC standing committees on matters within MTC's jurisdictions and as assigned by the Commission.

Membership of the Policy Advisory Council is structured around interests related to the economy, the environment and social equity. In the areas of economy and the environment, there are a total of nine members, with four members representing economic interests and four bringing an environmental perspective; the ninth member represents either category. In addition, five of the nine are from each of the five most populous Bay Area counties – Alameda, Contra Costa, San Francisco, San Mateo and Santa Clara.

In the area of social equity, nine members (one from each county) represent communities of color and issues affecting low income communities or environmental justice. Of these, four members represent communities of color and four members represent environmental justice/low-income issues; the ninth member represents either category. In addition, nine members (one from each county) represent issues related to transportation for seniors and persons with disabilities. Four members represent seniors and four members represent people with disabilities; the ninth member represents either category.

The Bay Area Partnership

The Bay Area Partnership Board is a confederation of the top staff of various transportation agencies in the region (MTC, public transit operators, county congestion management agencies, city and county public works departments, ports, Caltrans, U.S. Department of Transportation) as well as environmental protection agencies. The Partnership works by consensus to improve the overall efficiency and operation of the Bay Area's transportation network, including developing strategies for financing transportation improvements. This institutional framework ensures that widely varying local needs are met, but also requires that the players work with each other to coordinate services where their systems intersect or overlap. The Bay Area Partnership is a forum for communication, much of it face-to-face. The dialogue occurs at many levels: at regular meetings of the committee of the whole and a smaller steering committee; and at numerous subcommittee and task force meetings that occur in between. In keeping with the panel's egalitarian nature, the chairmanship and location of the meetings of the full board are passed from agency to agency.

Air Quality Conformity Task Force

MTC's Air Quality Conformity Task Force serves as the forum for interagency consultation

on the regional conformity analysis of the RTP and TIP, certain project-level conformity (such as the PM2.5 hot-spot analyses), development of the State Implementation Plan, and other planning areas such as the regional travel demand model development and monitoring of transportation control measures. The Conformity Task Force is open to all interested agencies, but includes staff of federal agencies (FHWA, FTA, EPA), Caltrans, California Air Resources Board, ABAG, BAAQMD, CMAs, County transportation agencies: all CMAs, and transit operators.

Joint Policy Committee

The Joint Policy Committee (JPC) coordinates the regional planning efforts of MTC, the Association of Bay Area Governments (ABAG), the Bay Area Air Quality Management District (BAAQMD), and the Bay Conservation and Development Commission. Among the JPC's current initiatives are focused growth, climate protection, and development of a sustainable communities strategy pursuant to SB 375. The JPC has twenty voting members: five from the Executive Board of ABAG, five from the BAAQMD Board of Directors, five BCDC Commissioners, and five MTC Commissioners. A representative of Secretary of the State of California's Business, Transportation and Housing Agency is a non-voting member. The Committee meets bi-monthly (more often when required).

INTERAGENCY AGREEMENT

between

METROPOLITAN TRANSPORTATION COMMISSION

and

ASSOCIATION OF BAY AREA GOVERNMENTS

for

PLANNING

FISCAL YEAR 2010-11

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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, 2010, 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 its 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, 2010, to June 30, 2011 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 2010-11 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 five hundred thirteen thousand thirty one (\$2,513,031) for Fiscal Year 2010-11 subject to any reductions required under this Section 3.0. Payment shall be from the following sources in the following amounts:

TDA Planning Funds	\$685,600
FTA Section 5303 Planning Funds	\$229,113
FHWA 1/2% PL Funds	\$1,003,318
STP	\$595,000

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 2010-11, as amended on or before July 1, 2010.

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**

Ann Flemer,
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 2010-11

The Scope of Services detailed in this appendix describes the work ABAG will carry out during FY 2010-11 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 2010</p> <p>December 2010</p>

2. Planning Services

ABAG Planning Programs

During Fiscal Year 2010-2011 the Association of Bay Area Governments' Planning Programs will build upon existing partnerships with the region's local jurisdictions to advance a regional planning program that recognizes links between focused growth and transportation infrastructure. In particular ABAG will identify and assess key issues and challenges related to accommodating most of the Bay Area's growth in the region's Priority Development Areas (PDAs). Working with local jurisdictions and our partner regional agencies, we will develop policy and secure funding to support planning and development in the PDAs that provides for the needs of existing and future residents, is resource conserving and socially equitable, and brings new vitality to our region's transit-served neighborhoods. ABAG will work with key partners including public resource agencies, local governments, and the region's land and water conservation agencies to secure funding and advance permanent protection of the Priority Conservation Areas (PCAs), the Bay Area's conservation priorities.

SB375 requires that California's metropolitan regions reduce climate change impacts related to automobiles and light trucks. To do so, region's must address significant land-use and growth challenges as part of a strategy for how the region will accommodate its growth and significantly reduce vehicle miles traveled. In FY2010-2011 ABAG, the Metropolitan Transportation Commission (MTC) local jurisdictions, congestion management agencies, transit providers, and other stakeholder entities will work together to develop a Sustainable Communities Strategy (SCS) that provides a policy framework to address key challenges related to the implementation of successful transit-oriented development and encompasses regional policies to reduce vehicle miles traveled, improve the region's quality of life and economic sustainability .

FOCUS

The Bay Area has taken a major step forward towards a comprehensive regional growth strategy embodied in the FOCUS Program. With the adoption of over 120 Priority Development Areas (PDAs) and nearly 100 Priority Conservation Areas (PCAs) in more than 60 Bay Area jurisdictions, the region has for the first time—where prior regional efforts have failed—developed a regional development and conservation strategy based upon a link between local plans and regional agency objectives relative to where new growth should be directed. A near majority of the region's local jurisdictions have embraced this regional approach for three main reasons: (1) FOCUS is a voluntary program that allows bottom up planning; (2) the concepts of transit-oriented development (TOD) and infill have gained more widespread acceptance among local governments throughout the region with the last 5 years in particular; and (3) the potential for significant financial and technical assistance in the next 3-4 years has encouraged an unprecedented number of local jurisdictions to participate.

In 2009 ABAG's Planning Program coordinated a third call for Priority Development Area applications from local jurisdictions. There are now more than 120 Priority ^[H1] Development Areas in 60 jurisdictions, and nearly 100 Priority Conservation Areas. 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. *Projections 2009* forecasts

that more than two-thirds of the region's growth through 2035 will be accommodated in the PDAs, despite the fact that Priority Development Areas encompass only 3% of the region's land area. The FOCUS program emphasizes planning and infrastructure support for the development of complete communities, not just for isolated infill projects. The objective is the achievement of areas that are well planned with good housing choices, transit options, and amenities and services to address the day-to-day needs of both current and future residents.

Through FOCUS, a regional planning program with staff assigned to, and dedicated to supporting subregions has been established providing increased connectivity between ABAG and MTC and local jurisdictions, transit agencies, and congestion management agencies related to focused growth. The Sustainable Communities Strategy (SCS) will build upon the momentum to date and emerging synergies among regional agencies to advance a collaborative regional planning framework; an assessment of, and policy recommendations to advance the PDAs; and, an analysis of the region's existing and planned employment locations relative to the PDAs, transit service and related policy recommendations that emphasize the importance of economic development as a key component of a sustainable Bay Area. Policy development will include an analysis of the infrastructure needs of the PDAs for inclusion in the Regional Transportation Plan (RTP).

In FY10-11 a key component of SB375/SCS development will be a commitment to maintain and implement the FOCUS program. Key implementation efforts include administration of 25 station area planning grants, coordination of capital infrastructure funding, staff support for planning and development activities on the part of local agencies, transit agencies, and congestion management agencies, and local and county-level technical assistance.

In FY10-11 implementation of the Priority Development Areas will be advanced by assessing the planned Priority Development Areas (areas that have a neighborhood-level plan) as a basis for SCS policy development, and advancing more potential PDAs (areas that do not have a neighborhood-level plan) to planned status. ABAG's Planning Program will identify integrated planning and policy measures that are necessary for the PDAs to accommodate most of the Bay Area's future growth in a manner that provides for a high quality of life, a sound economic future and incorporates state and regional Climate Change goals for and even better Bay Area.

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. Despite severe fiscal and economic challenges, several PCAs have been protected since that time. During this fiscal year ABAG will continue to work with the State Coastal Conservancy and other land conservation entities including private foundations to secure new funding and direct existing funding to preserve the region's Priority Conservation Areas.

Specifically, ABAG will advance the FOCUS Program as follows:

- Administer Station Area Planning efforts 25 PDAs
- Provide Technical Assistance to Priority Development Areas
- Identify model infrastructure projects in PDAs for Transportation for Livable Communities (TLC) program funding
- Engage with local communities on key issues pertaining to the PDAs as complete communities (e.g. transit service, schools, urban parks, services, equity issues, public health)
- Assess the PDAs relative to infrastructure needs, employment centers, transit access

- Identify potential VMT reduction strategies for the PDAs and related transportation corridors
- Establish a tracking system and coordinate funding efforts pertaining to the PCAs

The work outlined related to the FOCUS Program and SB375/SCS development is contingent upon additional administrative funding from MTC, in addition to the funds included in the Inter-Agency agreement.

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 2009, the RPC advanced 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 critically important and will be further advanced through an expanded partnership with local governments, utility districts, economic development interests, and federal and state agencies in this fiscal year. As SB375 is developed, the RPC will consider key policy issues relative to the development of the Bay Area's Sustainable Communities Strategy.

In Fiscal Year 2010-2011, the RPC will address and make policy recommendations to the Executive Board pertaining to important regional planning issues including considerations relative to implementation of the FOCUS program, development of SB375 policy, and relative to advancing a Regional Recovery Plan 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 2010-2011 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 2010-2011 ABAG will staff and provide leadership to advance RAPC's work program.

Intergovernmental Coordination

In Fiscal Year 2010-2011, coordination between the ABAG Planning Program and our regional agency partners, as well as local governments, will continue to be vigorous and extensive. 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 the Bay Area Planning Directors' Association.

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.

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>	<p>Ongoing</p>
<p>Implementation of FOCUS Program</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>	<p>Ongoing</p>

Publish Intergovernmental Review Newsletter and clear projects which have complied with intergovernmental review procedures	Ongoing
Provide support for MTC Bay Area TOD Policy implementation, including: 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)	Ongoing
Work with MTC and BCDC to support RAPC.	Ongoing
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.	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.
- Expand the Speaker's Bureau concept to elected official Ambassadors who provide information about ABAG's Planning and Service Programs, the Focus Initiative, implementation of SB 375, regional climate action initiatives and other special initiatives.
- In cooperation with MTC begin planning for the development of a public outreach plan in connection with SB 375 implementation.

Major Products/Deliverables	Schedule
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 2010-11, 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 coordinate Geographic Information System (“GIS”) staff and work programs of the two agencies. Share GIS data and staff expertise and resources to produce a jointly coordinated GIS program.
- Work with MTC to develop a joint calendaring system for use by staff of both agencies in scheduling meetings and events.
- 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, and professional planning organizations. Provide input and mutual support.
- Work with local governments on public engagement strategies to implement various planning initiatives.

APPENDIX C

ABAG BUDGET SUMMARY

MTC/ABAG JOINT PROGRAM (FY 10-11)

FHWA, FTA AND TDA PLANNING FUNDS

WORK ELEMENT

	FTA	FHWA	TDA	STP	TOTAL
1. Data Analysis	45,830	387,621	148,088	248,940	830,479
2. Planning Services	183,283	615,697	357,512	346,060	1,502,552
3. Public Information/Regional Liaison			110,000		110,000
4 Intergovernmental Coordination			70,000		70,000
Totals	229,113	1,003,318	685,600	595,000	2,513,031

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:

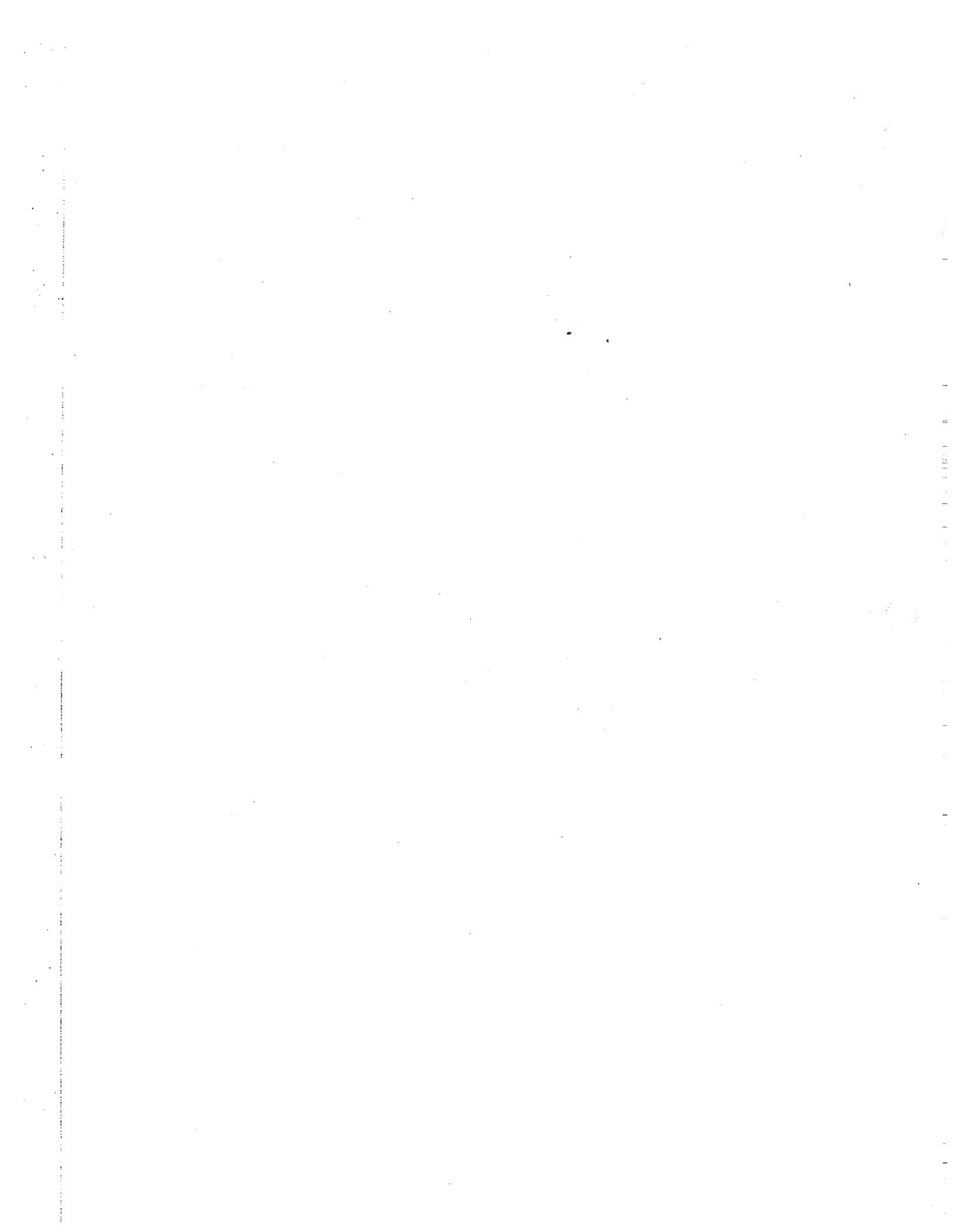
The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The requirements of 49 CFR Part 26 and ABAG's U.S. DOT-approved Disadvantaged Business Enterprise (DBE) program are incorporated in this Agreement by reference. Failure by 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.



Unified Work Program
CALTRANS

CHAPTER 2.2: UNIFIED WORK PROGRAM

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

FY 2010-2011

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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 – California Transportation Plan

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.
- To 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. Prior to the full update of the CTP is the development of the California Interregional Blueprint, which will enhance the scope of the existing CTP 2035 making it more relevant. Among its goals is to integrate proposed rail, goods movement, interregional road and other strategic transportation projects into a single document. Also, it aims to analyze performance of the interregional blueprint with better transportation/land use/economic modeling tools.

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/California Interregional Blueprint.

Current Tasks

- Share the CTP/CIB effort with the Metropolitan Transportation Commission as well as other regional entities.
- The specific outreach tasks include:
 - Get review and comments on the Draft CIB Narrative initial document.
 - Assist HQ in the scheduled CIB workshops.

Products

CTP/CIB Report

Estimated Completion Date

Ongoing through FY 2010/2011

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 database query application 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 over the next 25 years by the State and our regional transportation planning partners on California's transportation system.

Description

CTIS is a customized GIS application that requires ESRI's ArcGIS software. Efforts are underway to convert the tool to a web-based GIS application. 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 Web-enabled (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).

Previous and Ongoing Related Work

- Monitor & Coordinate with Statewide Planning & Programming Initiatives (CTP 2035/Interregional Blueprint & 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 2010 STIP & SHOPP Cycles.

Current Tasks

- Coordination with headquarters on the CTP 2035 Update/Interregional Blueprint;
- Liaison between Office and Headquarters on 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. Project Completion Reports are forwarded 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

Annual Authorization to Proceed documentation
Annual Supplemental Agreement documents

Estimated Completion Date

N/A
N/A

Estimated Cost by Funding Source

Not funded with OWP funds

Estimated Person-Months and Cost

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.

Products **Estimated Completion Date**

System Planning Product	Delivery Date
CSMPs Urban New	Month YY
I-80 Alameda-Contra Costa ICM (SFOBB-Carquinez)	Jun-10
I-580 Alameda (I-580/I-280 IC to I-880/I-238 IC)	Jun-10
I-880 Alameda-Santa Clara I-880/280 IC in SCL to I-880/580/80 IC in AL	Jun-10
US 101 Santa Clara-San Mateo (From SCL 85/101 South to SM/SF County Line)	Jun-10
SR 24 Alameda-Contra Costa (SR 24/I-580/I980 IC AL thru Caledcott to SR 24/I-680 IC on CC)	Jun-10
US 101 Sonoma-Marin (GG Br north to US 101/SR 128)	Sep-10
I-80 Solano (Carquinez Br to SR 113 N)	Sep-10
SR 4 Contra Costa (SR 4/I-80 IC to SR 160 IC in CC)	Sep-10
CSMPs Urban Minor Update	Month YY
SR 12	Sep-10
CSMPs Rural New	Month YY
SR 152 / SR 156	Apr-10
I-280	Jan-11
TCRs Medium Complexity Major Update	Month YY
SR 238	Jun-10
I-505	Jun-10
I-780 (680/80 East)	Jun-10
SR 29	Jun-10

SR 37	Oct-10
SR 185 (SR 77 from I-880 for 3 mi only)	Apr-11
SR 84	Oct-10
TCRs Low Complexity Major Update	Month YY
SR 12 West	Jan-11
TSAEs High Complexity	Month YY
GGNRA ITS Study	Dec-10
TSAEs Low Complexity	Month YY
Relinquishments SR 82 and SR 130 in City of San Jose	Mar-10

Estimated Cost by Funding Source

Not funded with OWP funds

Estimated Person-Months and Cost

N/A

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.

Estimated Cost by Funding Source

Not funded with OWP funds

Estimated Person-Months and Cost

N/A

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 Transportation Commission's (MTC) Overall Work Program.

Description

The Department of Transportation Executive Orders 88-54 through 88-64 was signed by the Director on December 20, 1988, delegating 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's PL, Partnership Planning, and Partnership Regional Blueprint Planning and FTA's Section 5303 and Section 5304 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

Estimated Completion Date

February 2010

Progress reports on Caltrans OWP activities
Reimbursement of CPG funds
Participation at policy level meetings

Quarterly
Monthly
As Needed

Estimated Cost by Funding Source
Not funded through the OWP process

Estimated Person-Months and Cost

Work Element 6.8 – 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.

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

Estimated Cost by Funding Source

Not funded through the OWP process

Estimated Person-Months and Cost

Work Element 6.9 – Caltrans 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

Not funded through OWP process.

Estimated Person-Months and Cost

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 Proj ct	District ▲	K- Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location
STIP	4	0G05 0K	SOL	012	24.6/25.0	Modify interesection	Church Rd Rio Vista
SHOP P	4	0G12 0K	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 0K	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 0K	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 0K	SM	001	28.22	Install signal at one location	I/S of SR-1/Poplar St in Half Moon Bay
STIP	4	0G19 0K	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 0K	ALA	80	3.78/4.48	I-80 Bicycle/Pedestrian Bridge at 65th Street	65th St. in Emeryville
SHOP P	4	0G22 0K	Var	Var	Var	Curb ramp ADA curb compliance	Various routes in counties of ALA, CC, SM, and SOL.
SHOP P	4	0G24 0K	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 Industral Pkwy to I-580.
SHOP P	4	0G27 0K	SF	001	0.90/5.90	Modify Traffic Signal	19th Avenue
Type of Proj ct	District ▲	K- Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location
STIP	4	0G35 0K	SF	001	0.7/4.1	Bus and Corner Bulbouts	
STIP	4	0G36 0K	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

		K						
STIP	4	1A660 K	MRN	101	7.10/9.00	Modify I/C & Construct Auxiliary lanes	Greebrae corridor from Sir Francis Drake Blvd to Tamalpais Dr. I/C in Greenbrae, Larkspur & Corte Madera	
STIP	4	26470 K	SCL	101	40.50/41.50	Interchange Modification	Trimble @ De La Cruz Blvd.	
SHOP P	4	29227 K	ALA	080880	1.12/2.55/	Construct public access	SFOBB East abutment to I-880 West Grand Ave.	
Type of Project	Distric	Ks Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location	
STIP	4	2A610 K	ALA	112	0.4/0.6	Widen Davis Street	Davis Street @880 in San Leandro	
SHOP P	4	2L140 K	SM	84	9/18.3	Install centerline rumble strips	East of La Honda Creek to west of Portola Road	
STIP LEAD	4	3A230 K	SON	101	25.75/26.26	Modify interchange	Airport Blvd in Windsor	
STIP	4	3A280 K	NAP	29/128	24.6/24.6/4.6/4.6	Intersection roundabout	Rutherford Intersection	
STIP LEAD	4	3A580 K	CC	680	11.2/15.7	HOV lane gap closure	SB I-680 from Treat Blvd to Livorna Rd	
STIP	4	3A600 K	CC	080	0.00/0.50	I/C Modification	Central Ave. I/C	
STIP	4	3A620 K	CC	004	11.5/11.7	transit Hub/ Park & Ride	I-680/SR-4 Interchange	
STIP	4	3A790 K	SOL	080	23.1/23.1	Realign EB on and off-ramps and widen O/C structure from 2 lanes to 4 lanes	Lagoon Valley Blvd I/C Vacaville	
SHOP P	4	3A800 K	SON	12	35.3/36.3	Replace bridge	Agua Caliente Br 20-0024	
STIP	4	3A860 K	CC	680	3.6/4.0	New Interchange for HOV Ramps	Norris Canyon O/C in San Ramon.	
Type of Project	Distric	Ks Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location	
STIP	4	3A930 K	CC	004	19.6/29.6	eBART Extension	Baypoint BART Sta in Pittsburg to Hilcrest I/C in Antioch	
STIP	4	44560 K	SCL	280/880	0.00/0.10	Modify Interchange	I-880/280/Steven's Creek I/C in San Jose	
SHOP P	4	4A010 K	SOL	80	30.6/38.7	Pavement Rehabilitation	Leisure Town OC to Pedrick Road	
STIP	4	4A020 K	CC	080	6.75/6.75	Prepare JUA & Maint Agmt	SR-80 Richmond Parkway Transit Center.	
SHOP P	4	4A060 K	SOL	80	31.36/32.62	Bridge seismic restoration and bridge replacement	Meridian Road OC #23-0147, Midway Road OC #23-0148	
SHOP P	4	4A090 K	NAP	29	47.11	Scour Replace Bridge	Troutdale Creek Br#21-0004	
STIP LEAD	4	4A130 K	SON	101	18.5/18.6	Modify I/C	Hearn Ave.	
STIP	4	4A160 K	ALA	580	2.3/6.1	Construct WB truck climbing lane	Grand Line Rd to N Flynn Rd.	
STIP	4	4A280 K	SCL	237	9.60/10.60	Widen WB & EB SR- 237	In Milpitas on Calaveras Blvd. from Town Center Drive to Abbot	

Type of Project	District	K-Phase EA	County	Route	Mile Post Begin/End	Type of Work	Location
SHOP P	4	4A360 K	SMSOL	Var	Var	Replace MBGR with concrete guardrail	Ave. At various locations on various routes
STIP	4	4A430 K	SON	101	5.18/5.8	Interchange Modification	Rainier Av I/C (City of Petaluma)
STIP	4	4A440 K	SOL	080	0.80/5.60	New EB & WB HOV lanes and new overcrossing at Turner Rd	In Vallejo from Carquinez Br to SR-37
STIP	4	4A620 K	ALA	238	5.4/6.1	Widen Roadway	From East King Ave. in Fremont to O'Connell Lane in Union City.
SHOP P	4	4A630 K	SCLSF	Var	Var	Curb ramp ADA curb compliance	Various routes
SHOP P	4	4A670 K	MRNNAPSON	Var	Var	Curb ramp ADA curb compliance	Various routes
SHOP P	4	4A690 K	CC	44	R 31.1/44R 30.1/42.1	Relinquish and adoption	In Antioch, Brentwood & Oakley, relinquish from 4/160 junction to Marsh Creek Road & adopt from one mile east of SR-4/Hillcrest Ave I/C to SR-4/Marsh Cr Rd intersection.
STIP	4	4A770 K	SM	101	25.7/26.1	Modify Interchange	Candlestick I/C
STIP	4	4A790 K	SCL	85/101/101	0.0/23.9/0.0/6.6/17.8/45.2	Convert two HOV lanes to HOT lane	On SR-85 from jct US-101 North in Mountain View on US-101 from Cochrane Rd in Morgan Hill to Whipple Ave in Redwood City.
SHOP P	4	4A800 K	ALA	880	TBD	Railroad bridge relocation due to 5th Ave OH retrofit project, Br#33-0027, EA 1706U1	Lake Merritt Channel Railroad Bridge
STIP	4	4A960 K	CC	004	28.9/31.5	New I/C	Phillips Lane in Antioch
STIP	4	4A990 K	SCL	082	0.20/0.50	New pedestrian/Bicycle O/C	O/C over Monterey Hwy (82) and UPRR tracks south of Blossom Hill Rd in San Jose.

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).
- District participation in the Department’s Native American Liaisons statewide teleconferences.

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 2011

**Estimated Cost by Funding Source
Cost**

Estimated Person-Months and

Not funded through the OWP process

Work Element 6.12 – Environmental Justice Planning Grants

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 active 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/Pedestrian Coordination/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., African American, Hispanic, Asian American, 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.
- Provided staff support for the District 4 Pedestrian Advisory Committee, which consists of stakeholders from Bay Area public agencies and local communities, and coordinated four Committee meetings where Caltrans projects, policies, guidance and standards 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 application solicitation cycle for the Caltrans planning grant program, including the Community-Based Transportation Planning grants.
- Provide feedback to agencies interested 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 and ranking of Community-Based Transportation Planning grant applications	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

Estimated cost by Funding Source

Estimated Person-Months and Cost

Not funded through the OWP process

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 allocated by the CTC for transit capital projects. Funds are disbursed to local agencies by means of agreements. Funding sources include TCRP, STIP, Proposition 116 and Proposition 1B State-Local Partnership Program.

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

FTA 49USC 5311 \$37,777

Estimated Person Months and Cost

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.

Participate 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

Estimated Completion

Review Bicycle/Pedestrian Design and Planning Proposals

Ongoing

District 4 Bicycle Web Pages

Estimated Cost by Funding Source

Estimated person months and cost

Not funded through OWP process

Work Element 7.4 – Park & Ride Program

Objectives

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

Project Reports
Annual Program Inventory

Estimated Completion Date

Ongoing
Ongoing

Estimated Cost by Funding Source

Not funded through OWP process

Estimated Person Months and Cost

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.

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.

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 and Caltrans TMC	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 Systems

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	Ongoing
ITS technology applications	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.

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

Not funded through OWP process

Estimated Person Months and Cost

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 statewide GIS Coordinators' 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 and Cost

Estimated Person-Months

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

Unified Work Program
MTC

CHAPTER 2.3: UNIFIED WORK PROGRAM

METROPOLITAN TRANSPORTATION COMMISSION

FY 2010-11

**APRIL 2010
FINAL**

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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 regional transportation decisions. The Commission receives input from the public through its public involvement program, its advisory committee structure and the advisory council. Regional policy recommendations also 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 2010-11	Estimated Completion Dates
Policy Advisory Council Annual Reports to Commission	As Required 10/11
Commission Reports and Resolutions	As required

Work Element 1113: Support the Partnership Board

Description

This task includes consulting with the Partnership Board and its subcommittees on regional prospective policy issues. This includes but is not limited to provide lead staff support to the Partnership Board and its standing committees, Partnership Technical Advisory Committee and the Partnership Transit Coordination Committee.

Ongoing tasks:

Meet with Board and subcommittees on:

- Long-Range Plan and the Sustainable Communities Strategy
- Transit Sustainability; and
- Fund Programming and Project Delivery

Major products

Staff 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 persons and persons with disabilities to the regional transportation planning process.

Description

In order to ensure that a wide spectrum of views are considered in developing transportation policy, MTC provides staff support to the Policy Advisory Council. The Council advises the Commission on transportation policies in the San Francisco Bay Area, incorporating a broad cross-section of perspectives related to the environment, the economy and equity. The Policy Advisory Council was created by MTC on November 18, 2009 in an effort to synthesize the work formerly done by the Elderly Disabled Advisory Committee, the Minority Citizens Advisory Committee, and the MTC Advisory Council.

Products

Estimated Completion Dates

Policy Advisory Committee packets

Monthly

Work Element 1120: Planning Emphasis Areas

RTP Process

The Regional Transportation Plan (RTP) sets forth a regional policy and investment framework to maintain, manage and strategically expand the Bay Area's State highways, streets and roads, and transit systems. Over the years, the scope of the RTP has broadened beyond simply addressing the region's mobility and surface transportation infrastructure needs to include innovative ways to integrate transportation and land use, improve air quality, address social equity and climate change. The RTP planning process has greatly expanded to include intensive interagency collaboration and public outreach and involvement. The Commission's latest RTP – *Transportation 2035: Change in Motion* – offers new perspectives, policies and strategies for looking at transportation and its relationship to our built and natural environments. The next RTP update process must address federal planning requirements as set forth in SAFETEA-LU but also Senate Bill 375 which calls for better integration of transportation, housing and land use as a way to reduce greenhouse gas emissions.

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 (RTP) every four years. The RTP sets forth the region’s 25-year transportation investment policies and strategies. The Commission’s current RTP is titled *Transportation 2035: Change in Motion*. This RTP was adopted 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, and will include a Sustainable Communities Strategy (SCS) as required by Senate Bill 375. At this time, while MTC may prepare administrative modifications, MTC does not anticipate preparing any RTP amendments prior to the 2013 update of the RTP.

MTC and ABAG are responsible for developing the SCS in the 2013 RTP to reach greenhouse gas emission targets to be set by the California Air Resources Board. The SCS adds three new elements to the RTP: (1) a land use component that identifies how the region could house the entire population of the region over the next eight and 20 years; (2) a discussion of resource and farmland areas to be protected; and (3) a demonstration of how the development pattern and the transportation network can work together to reduce greenhouse gas emissions.

Completed Work Products:

- **Transportation 2035 Plan (April 2009)**
- **Transportation 2035 Plan Environmental Impact Report (April 2009)**
- **Transportation 2035 Plan Project Notebook (May 2009)**
- **Online Transportation 2035 Project Listing (May 2009) – see <http://www.transportation2035.com/>**

Ongoing Tasks:

- **Regional, State and Federal Financial Programs (TIP, RTIP, STP/CMAQ, STIP)**
- **Prepare administrative modifications or amendments, as needed**
- **Prepare RTP update**
 - Solicit review and input of RTP from Commission
 - Use MTC-adopted Public Participation Plan
 - Participate in federal/state transportation planning discussions
 - Work with ABAG to develop the Sustainable Communities Strategy
 - Coordinate with Partnership Board
 - Develop RTP document

Products

Estimated Completion Dates

RTP Administrative Modifications or Amendments
RTP Update

TBD, as needed
Spring 2013

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 census data, Bay Area travel survey, and travel forecasts data, transportation programs and projects 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 this effort by making model runs, by supervising another agency or consultant in using the regional model or analyzing model results. 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. 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:

- Conduct Bay Area Travel Survey
- Analyze the MTC household travel surveys;
- Analyze Census American Community Survey data;
- Develop and maintain regional Geographical Information System and geographic databases;
- Provide cartographic services to meet agency needs;
- Develop Web-based mapping services to share information with partner agencies and the public
- Coordinate general interagency GIS integration efforts between ABAG and MTC staff.
- Complete study for development 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	Fall 2010
Bay Area Travel Survey 2010	Spring 2012
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 2010)
- Altamont Corridor Rail Improvements (CHSRA lead, Anticipated Completion Spring 2010)
- SR 29 Corridor Project (NCTPA & STA lead, Completion TBD, pending funding)
- 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 2010)
- Seaport Plan Update and supplemental EIR
- Monitor development of Airport Land Use Compatibility Plans

Freight

- Coordinate update of Trade Corridors program of the State Infrastructure Bond (I-Bond)
- Support Northern California goods movement efforts as part of I-Bond and reauthorization strategies

Ferries

- BCDC/MTC Seaport Planning Advisory Committee

Products

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

Estimated Completion Dates

As required
2008/2010
Throughout 2010

Work Element 1125: Non-motorized transportation planning

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. The Regional Bicycle Program, provides a share of regional discretionary funding for completing projects on the Regional Bikeways Network. The RM2 Safe Routes to Transit program provides infrastructure and outreach for cyclists and pedestrians.

Completed Work Products:

- **Regional Pedestrian Safety Summit (January 2010)**
- **Regional Bicycle Plan for the San Francisco Bay Area (April 2009)**
- **Policy for Routine Accommodations of Pedestrians and Bicyclists in the Bay Area (June 2006)**

Ongoing tasks:

- Implement and evaluate local compliance with MTC’s Routine Accommodations checklist, known as Complete Streets
- Co-Sponsor training on non-motorized planning throughout the region
- Support Regional Pedestrian Committee and Regional Bicycle Workings 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 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

Products

Estimated Completion Dates

Regional Bicycle and Pedestrian counts
Non-motorized training courses

Fall 2010
Fall 2010

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. MTC has applied performance measures in the past three RTP updates. Most recently, in the Transportation 2035 Plan, MTC adopted quantitative performance objectives, conducted the Vision performance assessment, and conducted a quantitative project-level assessment of approximately 100 potential investments. In FY 2010-11, MTC will define performance measures and evaluate scenarios in conjunction with development of the regional Sustainable Communities Strategy and RTP update.

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 2010-11, 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.

Completed Work Products:

- **Transportation 2035 Plan Performance Assessment Report (December 2008)**
- **State of the System data published on MTC website**

Ongoing tasks:

- Discussion with members of the Partnership and MTC's Policy Advisory Council on RTP performance measurement
- Bay Area Transportation: State of the System report (annual)
- Project-level performance analysis in *Transportation 2030*, Transportation 2035 and the upcoming RTP update/Sustainable Communities Strategy
- Performance analysis of the State Transportation Improvement Program (with each update)
- Collection of freeway congestion data

Products

Periodic releases of performance data
Freeway congestion monitoring
Scenario assessment

Estimated Completion Date

Fall 2010 – Spring 2011
Fall 2010 and Spring 2011
Summer 2010 – early 2011

Work Element 1311: Implement Lifeline Transportation Program

Description

In the Transportation 2035 Plan, the Commission added \$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 (CMAs). 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, which will continue throughout FY 10/11. 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 is 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:

- Community Based Transportation Plans (local jurisdictions, TBD)
- Continue to monitor the Lifeline funding program
- Work with consultant on evaluation of 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.

Products

Estimated Completion Date

Finish all remaining Community-based plans	2010-11
Status report on Lifeline Program activities - initiate overall Program Evaluation (program performance)	Ongoing, 2010-2011
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 in the MPO Planning Process

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 share 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 (this advisory committee has since been merged into the Policy Advisory Council).

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 conducts a public outreach strategy for engaging low-income and minority communities in planning for transportation investments and 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 continues to engage stakeholders in a short-range snapshot analysis considering 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 coordinate and oversee activities related to the Lifeline Transportation Program, including stakeholder input on the First Cycle Lifeline Program Evaluation.
- In consultation with MTC's Policy Advisory Council, update and review snapshot analysis, considering transit accessibility, affordability, safety and the environment.
- Continue to work with MTC's Policy Advisory Council, and the Bay Area Partnership, on actions that support environmental justice in the region.

Products	Estimated Completion Date
Define and complete a short-range snapshot analysis	2010
Incorporate equity analysis into the Transit Sustainability Projects and SCS	Ongoing
Work with members of MTC's Policy Advisory Council on next steps and actions related to Environmental Justice Principles	Ongoing
Complete FTA Title VI Compliance Report	September 2010

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 that the RTP and TIP conform to the national 8-hour ozone standard and national 8-hour carbon monoxide standard. Due to the recent PM_{2.5} nonattainment area designation, MTC will also demonstrate conformity to the national PM_{2.5} standard.

MTC conducts interagency consultation and prepares the conformity analysis for the RTP and TIP 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. The Air Quality Conformity Task Force meets on a periodic basis to discuss the conformity analysis and other related conformity or air quality regulations.

The Environmental Protection Agency’s (EPA) designation of the San Francisco Bay Area air basin as “nonattainment” for the 24-hour national air quality standards for fine particulate matter (PM_{2.5}) took effect on December 14, 2009. This designation requires MTC, the Bay Area Air Quality Management District, and ABAG to develop a SIP for PM_{2.5} by December 14, 2012, which will include a motor vehicle emissions budget and Transportation Control Measures. Furthermore, by December 14, 2010, MTC must make a new regional conformity determination to the PM_{2.5} standard for the RTP and TIP using an interim emissions test, consistent with Section 93.119 of the Transportation Conformity Regulations. Also by December 14, 2010, project sponsors of certain projects considered to be projects of air quality concern must undergo interagency consultation for PM_{2.5} hot-spot analyses as part of the project-level conformity process.

MTC will assist project sponsors by facilitating interagency consultation on PM_{2.5} hot-spot analyses through the Air Quality Conformity Task Force. The consultation will focus on the methods and assumptions used in the hot-spot analysis. MTC will modify its Fund Management System (FMS), an online version of the “project database” for the TIP, to allow project sponsors to input project information that will help the Air Quality Conformity Task Force to determine if a project is subject to the PM_{2.5} hot-spot analysis requirements. Because the PM_{2.5} hot-spot analyses requirement is new for the Bay Area, MTC will present the PM_{2.5} hot-spot analyses requirements to the Bay Area Partnership; and, in partnership with EPA, FHWA, FTA and Caltrans, will host training workshop(s) to educate project sponsors about the PM_{2.5} conformity requirements.

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 SIPs to achieve federal ozone, carbon monoxide, and PM_{2.5} standards. MTC analyzes Transportation Control Measures for potential inclusion in attainment (and potential maintenance) plans. 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. The current SIP for the national 1-hour ozone standard is the 2001 Ozone Attainment Plan. With the recent PM_{2.5} nonattainment designation, MTC, BAAQMD, and ABAG will prepare a PM_{2.5} SIP.

Under state clean air legislation, MTC provides the BAAQMD with proposed Transportation Control Measures, which are incorporated into the Bay Area *Clean Air Plan (CAP)* in consultation with the BAAQMD. The 2005 Bay Area Ozone Strategy is the most current plan. The BAAQMD is expected to adopt its triennial update of the CAP in 2010.

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:

- **2001 Ozone Attainment Plan**
- **Transportation Air Quality Conformity Analysis for the Transportation 2035 Plan and 2009 Transportation Improvement Program/Amendment #09-06 (April 2009)**

Ongoing tasks:

- Regional Transportation and Air Quality Plans
- Conformity analysis of RTP and TIP
- Develop Interagency Consultation Procedures for PM_{2.5} Hot-Spot Analyses
- Conduct interagency consultation through Air Quality Conformity Task Force for PM_{2.5} hot-spot analysis, as needed
- Support for the Air Quality Conformity Task Force meetings
- Amend Air Quality Conformity Protocol (Conformity SIP), as needed
- Conduct Periodic Updates of State Transportation Control Measures for the preparation of the Clean Air Plan
- Submit annual status report on State TCMs for Clean Air Plan
- Develop motor vehicle emissions inventories for SIP planning purposes, as needed
- Analyze new Federal Transportation Control Measures for the preparation of SIPs, as needed
- Prepare SIPs, as needed
- Participate 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 Procedures	Spring 2010
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
PM _{2.5} Interagency Consultation Training Workshop for Project Sponsors	Spring 2010

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

Description

The TLC program is the region's investment program to:

- (1) Support a community's infill or transit-oriented development and neighborhood revitalization activities.
- (2) 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 and reduces displacement of local residents and businesses.
- (3) Support projects developed through a collaborative and inclusive planning process that includes broad partnerships among a variety of stakeholders such as public agencies, community-based organizations and community stakeholders, and outreach to a diversity of participants.
- (4) Improve a range of transportation choices by adding or improving pedestrian, transit, and/or bicycle facilities, and by improving the links between these facilities and activity nodes.
- (5) Enhance a community's sense of place and quality of life.
- (6) Invest in projects that are ready to begin construction in the near term.

MTC offers three kinds of financial assistance through the TLC Program. *Station area planning grants* support the development of local land-use plans and policies for areas immediately surrounding bus, ferry and train stations and corridors. 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 *TLC 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, the *Technical Assistance Program* advance city planning initiatives already completed that have a specific subject area that needs additional work in order to facilitate the identified land use changes.

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:

- Station Area Plans (local jurisdictions, Completion TBD)
- Transportation for Livable Communities – Implementation and Evaluation
- Monitor and track delivery of TLC projects
- Coordinate T-PLUS grants to county CMAs
- Implement MTC’s Res. 3434 TOD policy to condition transit funding in Res. 3434 corridors on minimum levels of surrounding supportive land uses
- Coordinate local corridor working groups to help implement the TOD policy in affected Res 434 corridors
- Administer Station Area Planning Grant Program
- Coordinate with MTC-ABAG-Air District-BCDC Joint Policy Committee
- Technical assistance to local governments pursuing smart growth policies and projects
- Complete *Transit Oriented Development (TOD) Choice* study
- Complete *TransLink® for TOD* study examining the usage of transit passes by residents and new transit accessible housing projects

Products

Estimated Completion Date

Implement TLC Programs

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, 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).

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 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.

To date, sixty local-government jurisdictions submitted PDA applications covering over 120 individual Priority Development Areas. Divided into "Planned" and "Potential" designations based on the status of 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 PDAs, numbering more than 120, was adopted by the ABAG Executive Board in 2007. An additional twenty PDAs were adopted in 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 in 2008.

MTC will continue to provide assistance to ABAG in development of Blueprint grant applications to Caltrans in order to help implement the FOCUS program.

Ongoing Tasks

1. Implement and Expand Comprehensive Incentive Package to support PDAs

2. Expand Public Participation and Enhanced Local/Regional Collaboration

3. Finalize Regional and Local (PDA/PCA) Performance Measures

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 analysis from the *Transportation 2035 RTP and Projections 2009: Building Momentum reports including the use of 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.

Ongoing Tasks	Deliverable and Date
1. Implement and Expand Comprehensive Package to Support PDAs	
Award TLC Capital grants	Adopted project lists, Summer 2010
Monitor and delivery TLC capital grants	Ongoing FY 2010/11
	Review CMA block grants relative to support for PDAs, October 31, 2010
Support successful delivery of the Station Area Planning Grants.	Adopted local land use plans, Ongoing FY 2010/11
	Call for letters of interest for additional planning grants, summer 2011
	Call and Awards for Station Area Planning Grants (round 4), February 28, 2011
	Program evaluation as a part of MTC TOD Policy Evaluation, May 25, 2011
Deliver Technical Assistance Program grants	Complete current projects (4) by June 30, 2011
	Call for projects, awards and program management, Ongoing FY 2010/11
2. Enhanced Local/Regional Collaboration	
	Host regular workshops and meetings on issues related to successful infill development at <i>FOCUS Forums</i> , Ongoing FY 2010/11
	Partner with local jurisdictions, CMAS, and transit agencies on successful implementation of local planning, Ongoing FY 2010/11
	Participation in corridor working groups tied to MTC's transit expansion policy Resolution 3434, Ongoing FY 2010/11
Implement and Refine Regional and Local	Use performance measurements in the award of grants

Performance Measures	outlined above in Task 1, Ongoing FY 2010/11
	Refine metrics as needed based on feedback from PDA/PCA sponsors or TOD Policy Evaluation project, Ongoing FY 2010/11

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 210-11	Estimated Completion Dates
Annual Report to Sacramento delegation	Winter 2010
Annual Report to Congressional Delegation	Winter 2010

Work Element 1112: Implement public information program

Description

Involve the interested public in transportation planning, fund programming and allocation processes. Inform the media and public about current transportation activities, including regional operations projects, such as 511, Clipper (formerly TransLink®) and Freeway Service Patrol. 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 recent formation of the Policy Advisory Council. Promote the use of the alternate transportation modes through marketing and public information programs and facilitate coordination of a new regional climate program.

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
- Oversee content and design for the agency's primary Web site as well as the BATA Web site; develop subsidiary Web sites as needed
- Manage public participation for MTC's Regional Transportation Plan (including the new SB 375/Sustainable Communities Strategy), the Transportation Improvement Program and the Transit Sustainability Project
- 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
- Manage the Regional Measure 2 Marketing Program and Climate Initiatives Outreach
- Manage activities related to MTC's Policy Advisory Council
- Transactions newsletter, annual report and other agency information products develop interactive electronic versions of publications
- Conduct MTC Awards Program, including audio-visual presentation
- Provide editorial support to agency (including speeches, brochures, etc)

Products

Estimated Completion Date

<i>Bay Area Monitor</i> newsletter	Periodic
<i>Transactions</i> newsletter	Periodic
Press releases etc.	As required
E-mail notifications	As required
Brochures, postcards	As required
Web site updates	Ongoing
Annual Report	February 2011

Work Element 1131: Develop and advocate for an effective legislative program

Description

MTC researches, analyzes and monitors state and federal legislation for its impact on Bay Area transportation in working toward these objectives. MTC staff works with other local, regional and statewide organizations. 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

- Legislative Program
- 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 Bay Area transportation projects and programs
 - State and federal fund programming reform
 - Environmental protection legislation
 - Structural reforms to ensure adequate and predictable funding for transportation infrastructure
- Prepare legislative action alerts and testimony
- Maintain 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 current and future federal surface transportation programs and legislation, and state funding and project delivery reforms.
- Actively participate in state and national forums involving the formation of legislative and regulatory proposals

Products

Estimated Completion Date

Legislative History	As needed
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 2010
Annual Report to Congressional Delegation	Winter 2010

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
- Create PowerPoint presentations for MTC staff
- Map and graphic presentation materials for public meetings
- Design and production of MTC newsletters (*Street Talk* and *On Patrol*, commissioner newsletters)
- Maps and presentation materials for outreach meetings
- Maintain the MTC, BATA and other subsidiary Web sites

Products

Estimated Completion Date

<i>Transactions</i> graphics	As needed
MTC and BATA Web Sites	As required
Other graphics products	As required

Work Element 1156: Library services

Description

Provides library and information services for MTC Commission and staff, for ABAG and transit agency 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 ABAG/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)
- Manage the Electronic Information Delivery Service (Gov Delivery)

Products

Estimated Completion Date

Electronic news clippings summary	Daily
Updates to Library Holdings	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 executive management.

Major Tasks

- **Executive management**
- **Financial management**
- **Administrative services**
- **Information Technology Services**
- **Building Maintenance**

Major Products to Be Delivered in FY 2010-11	Estimated Completion Dates
Agency Overall Work Program	July 2010
Operating Budget	July 2010
Annual Independent Audit	November 2010
Annual Affirmative Action Program Report Update	September 2010
Annual DBE Availability Report	July 2010
Operating Maintenance Budget	June 2011

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

Work Element 1150: Executive Management

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

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 2010

Agency Overall Work Program Progress Reports

Quarterly

Annual Pass-Through Agreement with ABAG

July 2010

Work Element 1152: Financial Management

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. Respond to the audit committee for annual audit results.

Ongoing tasks:

- Direct and coordinate annual agency budget preparation, implementation and monitoring
- Conduct contract compliance 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 GAAP and OMB Circular A-133 standards
- Finance provides the accounting, budgeting, and the general internal controls necessary to administer the OWP as well as to provide for all audit requirements
- OWP preparation and monitoring

Products

Estimated Completion Date

Operating Budget	July 2010
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 2010
Investment Reports	Monthly
OWP	July 2010
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.
- Agency wide 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 2010/January 2011
Space Planning Implementation	On-going
Annual Affirmative Action Program Report Update	September 2010
Annual DBE Availability Report	July 2010
DBE Semi- annual Progress Reports	October 2010/April 2011
Business Insurance Renewal	April 2011

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	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 implementation	TBD

Work Element 1157: Building Maintenance

Description

Provides management services to the building maintenance, including providing staff services for the Metro Center building and its occupants.

Ongoing tasks:

Through the Administrative and Technology Services Section, MTC provides the following management and staff services.

- Prepares, administers, monitors and reports implementation of O&M budgets.
- Provides purchasing, procurement and contract management services.
- Provides facilities management, maintenance and staff services.
- Administers MetroCenter building safety and security program.
- Submits annual Tax Returns (Federal/State)

Products

Estimated Completion Date

Prepare O&M budget

June 2011

Provide O&M Services

On-going

Manage MTC Procurement Services

On-going

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 Regional Rideshare Program**
- **Support Regional Operations Program**
- **Implement regional traffic information services**
- **Implement regional transit information system**
- **Implement and promote Regional Bicycle Information System**

Major Products to Be Delivered in FY 2010-2011	Estimated Completion Dates
Installation of TransLink® Faregates – SFMTA	Fall 2010
Online Project Performance Report	Summer 2010
Implementation of new ride matching system	Summer 2010
Implementation of real-time transit information ITS architecture	Summer 2010

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, vanpools and other transportation alternatives and by initiating and supporting employer transportation demand management programs.

Regional rideshare program activities include:

- Providing rideshare, bicycling, transit and other 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 ride matching services, which include assisting commuters and employers in the formation of carpools and vanpools and operating, maintaining and upgrading the region's automated online ride matching 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

Program Reports

Estimated Completion Date

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 and the Hub Signage Program. Maintain 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 10-11 will include:

- Provide fund programming, grant management, budgeting and audit support
- Coordinate Regional Operations Program marketing efforts 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
- Manage a technical assistance contract for Intelligent Transportation Systems (ITS) projects
- Coordinate Urban Partnership Program (UPP) grant and progress reporting with USDOT

Ongoing tasks:

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

Products

UPP Progress Reports

Delivery Dates

Quarterly (Jan/Apr/Jul/Oct)

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
Provide 511 Phone Service and 511 Web Portal and Special Events Pages	Ongoing
Operate 24/7 Traveler Information Center and Traffic Information Data Feed for use by Information Service Providers (ISPs)	Ongoing
Implement defined enhancements under the Urban Partnership Program 511 project enhancements	Ongoing through Spring 2012 Ongoing

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
- Provide trip planner clean interface (entry form that can be embedded on external websites)
- Provide mobile device access to popular website features (e.g., trip planner)
- 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
Support existing clean interfaces and expand the products’ distribution	Ongoing
Operate Static Transit Information Data Feed	Ongoing

(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
Bike to Work Day

Estimated Completion Date

Ongoing
May 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 2010-11	Estimated Completion Dates
Annual SAFE operating budget	Spring
Provide freeway patrol service on 550 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 of internal MTC Emergency Operations Plan	Annual
Conduct annual region-wide tabletop and functional exercise	Spring
Develop paratransit regional transportation emergency plan	Winter
EOC GIS Incident Management Application Enhancements	Spring/Summer

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

Estimated Completion Date

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

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

Provide freeway patrol service
Present budgets, expenditures, reports to SAFE Board
Provide data on Bay Area Traffic conditions for public use
Not funded by CPG Grant

Estimated Completion Date

Ongoing
Bi-monthly or Quarterly
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 Program for Arterial System Synchronization (PASS) 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 Program for Arterial System Synchronization (PASS)
- Manage Technology Transfer Program
- Support the Arterial Operations Committee and Smart Corridors Task Force
- Complete arterial system synchronization projects
- 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 PASS
Technology Transfer Seminar

Delivery Dates

Bi-monthly
Quarterly
Quarterly
Summer
Bi-annually

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).

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 representatives meet 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 10/11FY.
- 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
- Upgrade the Transportation Management Center (TMC) video wall at Caltrans District 4

Major Products

Delivery Dates

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

Spring 2011

Implement IM projects

Ongoing

Hold inter-agency incident coordination workshops

Quarterly

Participate in development of sub-regional incident management plans

Ongoing

Complete ATMS upgrade project

Summer 2010

Release RFP for TMC video wall project

Summer 2010

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. One 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 design, develop, 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 bi-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.
- Assist Caltrans in project delivery of ramp metering and TOS projects
- Develop Traffic Management Center coordination plan
- Implement and maintain the Interim Center-to-Center System, linking the Regional TMC with the four existing Smart Corridors
- Support Freeway Management Executive Committee, Center-to-Center Working Group, and Santa Clara County ramp metering Technical Advisory Committee

Major Products

Continue Freeway Performance Initiative studies

TMC Coordination plan

Delivery Dates

Summer 2010

Fall 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 2010-11	Estimated Completion Dates
Program Project Monitoring report	Monthly
Annual Toll Bridge Report to the Legislature	Winter 2010
Audit of toll revenues and expenditures	Winter 2010

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

Project Monitoring report

Estimated Completion Date

Monthly

Work Element 1252: Electronic Toll Collection (ETC)

Description

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

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

Bay Area Toll Bridge Program FY 2010-11 Budget
Regular maintenance of ETC Toll system

Estimated Completion Date

July 2011
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 2010
Fall 2010
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, including transit sustainability project**
- **Federal programming, monitoring and TIP development**
- **Regional transit assistance programs**
- **State programming, monitoring and STIP development**
- **Transit Sustainability**

Major Products to be delivered in FY 2010-11	Estimated Completion Dates
Proposed Estimate and Distribution of Transit Operating Revenue	Spring 2011
Annual Report: Financial Elements	Spring 2011
2010 Transportation Improvement Program Amendments	Ongoing
Transit Sustainability Project Task Orders	Ongoing
2011 TIP Development	Summer/Fall 2010
Proposition 1B (Transportation Bond) Program Delivery	Ongoing
Programming Oversight for American Recovery and Reinvestment Program/Possible Jobs Bill Programming	Ongoing
FY 2010-10 to 2011-12 FTA Program Adjustments and Implementation	Spring/Summer 2010
FY 2010-11 to FY 2011-12 STP/CMAQ Program Implementation	Spring/Summer 2010
Federal Funding Obligation Plan	Summer 2010
Finalize/Enhance Modules of Integrated Funding Database	Ongoing
Statistical summary of transit operators	Summer/Fall 2010
Performance Audit final reports	Summer 2010
Transit Capital Inventory Assessment of Bay Area Transit Operators – Phase 2	Winter/Spring 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 for local jurisdictions
- Conduct PMP training workshops
- 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 user meetings, technology transfer seminars, training workshops
- Publish *Street Talk* newsletter
- Implement Pavement Management Engineering Technical Assistance Program (P-TAP)

Products

Estimated Completion Date

Provide technical assistance through P-TAP	As requested
Provide support to the Local Streets & Roads Committee	Monthly
Provide training and support for all users	every 4 months
P-TAP programming decisions	Summer 2010
Budget Options Reports	As required
User assistance	As required
Biennial Regional Survey	Summer 2011

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 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 was updated in December 2006 to incorporate the Regional Measure 2 projects.

Ongoing tasks:

- Project reviews
- Invoice review
- Progress Reporting
- Project allocations (capital and operating)
- Performance assessment against performance measures for operating projects
- Review of Water Transit Authority's Implementation and Operations Plan

Products

Estimated Completion Date

Project and Program Allocations	As required
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

Description

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. In addition, a new major initiative is the Transit Sustainability Project which seeks to establish a framework and implementation plan for a more robust, financially viable transit system that is both cost-effective and customer-focused.

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.
- Conduct marketing and outreach, service analysis, financial analysis, and institutional analysis related to the Transit Sustainability Project.
- 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	Spring 2011
Resolution 3434 Strategic Plan Follow-up	Ongoing
Financial Capacity Assessments (multi-modal)	Periodic
Complete Phases of the Transit Sustainability Project	Ongoing
MTC staff reports, evaluations, recommendations, and Commission resolutions relating to projects and applications for federal and state transportation grants	Monthly or as required
Annual Report: Financial Elements	Spring 2011

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 and related legislation with regards to the programming, obligation, and expenditure 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 2011 TIP, and maintain and amend as necessary

Major Products

Estimated completion date

2011 Transportation Improvement Program	Fall 2010
TIP Amendments	Monthly
SAFETEA Reauthorization Cycle Programming – program implementation	Summer 2010
FY 2010-11 to FY2011-12 FTA Policy	Summer 2010

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 RM1 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

Administer Triennial Performance audit program contract	Ongoing
Project reviews, evaluations and recommendations	Monthly
FY 2011-12 Fund Estimate	Spring 2011
Prepare annual claim forms and instructions	Spring 2011
Statistical summary of transit operators	Summer 2010 and 2011
Triennial Performance Audit final reports	Summer 2010 and 2011

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 state law, including 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 to the adoption of the 2010 STIP
- 2010 STIP/Augmentation amendments and extensions, as required
- Implement policy and prepare regional nominations associated 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; produce and distribute project monitoring status reports.
- Refine and enhance funding database to accommodate state monitoring 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

Work Element 1517 Transit Sustainability Project

Description

The Transit Sustainability Project (TSP) seeks to evaluate the region's transit system and to establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused. The TSP will include a comprehensive, fact-based analysis of the existing system focused on service design and delivery, financial viability, and decision-making structures. The analysis will also acknowledge the role external factors play in the long-term viability of the transit system, such as land use and transportation pricing, which are critically important as the region grapples with preparing the Sustainable Communities Strategy required by SB 375.

Ongoing tasks:

- Conduct marketing and outreach, including engaging the public and multiples stakeholder groups.
- Conduct in-depth service analysis at the regional and sub-regional level.
- Define effective transit service at the regional, sub-regional and local levels, establishing service criteria and performance objectives.
- Identify infrastructure and operating policies that could increase transit's effectiveness.
- Financial analyses of existing revenue sources, revenue trends and opportunities for new revenue sources and innovative policies for revenue sharing and transit/transportation pricing.
- Financial analysis of key internal and external cost drivers and development cost containment strategies.
- Evaluate institutional and decision-making structures.
- Recommend prioritized strategies for maximizing ridership, containing costs, and increasing service efficiencies.
- Identify a detailed action plan to implements the TSP's recommendations.

Products

Public and Stakeholder Outreach
Complete Draft Financial, Service And Institutional Analysis
Near Term Initiatives Support and Implementation
Draft Financial Plan And Implementation Strategy
Complete Additional Analysis, as needed
Project Implementation Plan

Estimated Completion Date

Ongoing
June 2011
Ongoing
October 2011
Winter and Spring 2011/2012
Summer 2012

Budget Summary
MTC

CHAPTER 3: BUDGET

FY 2010-11

MTC BUDGET SUMMARY

FY 10/11 MTC BUDGET

	Total	Salaries, Benefits	Consultant
	Expenses	Indirect	
		Budget	
1110 Commission and Advisory Committees	550,768	550,768	0
1113 Support Partnership Board		269,243	0
1114 Support Advisory Committees		281,525	0
1120 Planning Emphasis Areas	22,666,738	4,326,738	18,340,000
1121 RTP		832,943	50,000
1122 Analyze regional data using GIS and travel models		1,321,052	400,000
1123 Conduct corridor studies to define RTP investments		177,789	0
1124 Integrate MTS with national and international transportation systems		238,283	0
1125 Non-motorized transportation activities		86,032	10,000
1212 Develop MTS performance measures		223,082	285,000
1311 Implement Lifeline Transportation Program		257,081	0
1312 Support Title VI & Environmental Justice in the MPO Planning Process		157,064	0
1412 Air Quality Conformity		188,422	17,000,000
1611 Transportation for Livable Communities Program (TLC)		493,681	595,000
1612 Partnership Blueprint Planning Program		351,309	0
1130 Legislation and Public Affairs	10,757,284	2,907,284	7,850,000
1112 Implement public information program		2,322,891	7,850,000
1156 Library Services		584,393	0
1150 Agency Management	1,802,449	419,024	1,383,425
1152 Financial Management		0	1,274,425
1153 Administrative Services		0	9,000
1161 Information Technology Services		0	100,000
1157 Building Maintenance		419,024	0
1220 Traveler Coordination and Information Systems	2,952,472	2,952,472	0
1222 Implement Regional Rideshare Program		307,998	
1223 Support Regional Operations Program		747,367	
1224 Implement regional traffic information services		1,263,858	
1225 Implement regional transit information services		596,069	
1226 Implement and promote regional bicycle information system		37,180	
1230 Improve Highway and Arterial Operations and Management	3,275,954	1,241,954	2,034,000
1229 Emergency Response and security programs		604,040	284,000
1234 Arterial Operations Coordination		320,086	1,750,000
1236 Implement Freeway Performance Initiative		317,828	
1510 Support Regional Transportation Investment	15,814,544	3,862,987	11,951,557
1233 Pavement Management Program (PMP)		473,401	2,317,904
1511 Conduct financial analysis and planning		237,985	0
1512 Federal programming, monitoring and TIP development		1,318,659	7,881,853
1514 Regional assistance programs		432,670	265,000
1515 State programming, monitoring and STIP development		807,577	206,800
1517 Transit Sustainability		592,695	1,280,000
Total Projects with Federal funds	57,820,209	16,261,227	41,558,982
		0	0
1131 Legis. Programs	601,520	601,520	
1131 Develop and advocate for an effective legislative program		601,520	
1230 SAFE	947,587	947,587	
1231 SAFE Call Box		167,905	
1232 SAFE FSP Program		168,880	
1235 SAFE Incident Management		295,058	
12XX SAFE Performance Int.		315,744	
1250 Bay Area Toll Authority	3,240,895	3,240,895	
1251 BATA RM1 Project Mgmt		106,602	
1252 BATA ETC		740,357	
1253 BATA Admin		146,361	
1255 BATA RM2		308,876	
1254 BATA Finance		1,762,009	
1256 Seismic		176,690	
Total not federally funded	4,790,002	4,790,002	
TOTAL MTC EXPENSES	62,610,211	21,051,229	41,558,982

FY 10/11 MTC - REVENUE AND EXPENSES

	TOTAL EXPENSES	FHWA PL	FTA 5303	FTA 5307	General Fund	CMAQ	STA	STP	STP Planning	BATA Reimb RM2	PPM	SAFE	HOV	FTA 5304	TFCA	PMP SALES	BAIFA	Caltrans	AB 664	Cities	New Freedom	HPP	
1110 Commission and Advisory Committees	550,768	300,000	100,000	0	150,768	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1113 Support Partnership Board																							
1114 Support Advisory Committees																							
1120 Planning Emphasis Areas	22,666,738	2,060,000	835,732	0	1,253,406	17,197,600	0	250,000	595,000	0	0	0	200,000	275,000	0	0	0	0	0	0	0	0	
1121 RTP																							
1122 Analyze regional data using GIS and travel models																							
1123 Conduct corridor studies to define RTP investments																							
1124 Integrate MTS with national and international transp.																							
1125 Non-motorized transportation activities																							
1126 Develop MTS performance measures																							
1311 Implement Lifeline Transportation Program																							
1312 Support Title VI & Environmental Justice in the MPO																							
1412 Air Quality Conformity																							
1611 Transportation for Livable Communities Program (TLC)																							
1612 Partnership Blueprint Planning Program																							
1130 Legislation and Public Affairs	10,757,284	2,125,471	200,000	0	1,091,813	6,197,100	0	0	300,000	0	0	0	0	802,900	0	0	0	0	40,000	0	0	0	
1112 Implement public information program																							
1156 Library Services																							
1150 Agency Management	1,802,449	0	0	0	745,082	0	0	0	636,683	0	0	61,223	0	0	0	300,000	88,561	0	0	0	0	0	
1152 Financial Management																							
1153 Administrative Services																							
1161 Information Technology Services																							
1157 Building Maintenance																							
1220 Traveler Coordination and Info Systems	2,952,472	0	0	0	2,106,973	0	0	525,425	0	0	0	66,074	260,000	0	0	0	0	0	0	0	0	0	
1222 Implement Regional Ridership Program																							
1223 Support Regional Operations Program																							
1224 Implement regional traffic information services																							
1225 Implement regional transit information services																							
1226 Implement and promote regional bicycle information system																							
1230 Improve Highway Arterial Operations & M.	3,275,964	260,000	0	0	935,764	1,653,296	0	0	0	0	0	433,905	0	0	0	0	0	0	0	0	0	0	
1229 Emergency Response and security programs																							
1234 Arterial Operations Coordination																							
1236 Implement Freeway Performance Initiative																							
1510 Support Regional Transportation Invest.	16,814,644	960,000	1,690,000	684,795	1,818,083	0	91,851	1,804,704	0	470,000	602,000	0	0	0	0	250,000	0	0	79,000	347,904	6,906,207	120,000	
1233 Pavement Management Program (PMP)																							
1511 Conduct financial analysis and planning																							
1512 Federal programming, monitoring and TIP development																							
1514 Regional assistance programs																							
1515 State programming, monitoring and STIP development																							
1517 Transit Sustainability																							
TOTAL MTC EXPENSES FEDERALLY FUNDED	57,820,209	5,685,471	2,825,732	684,795	8,107,879	25,047,995	91,851	2,580,129	595,000	1,406,633	602,000	663,202	450,000	275,000	802,900	550,000	88,561	0	119,000	347,904	6,906,207	120,000	
1131 Legis. Programs	601,520				601,520																		
1230 SAFE																							
1231 SAFE Call Box																							
1232 SAFE FSP Program																							
1235 SAFE Incident Management																							
12XX SAFE Performance Initiative																							
1250 BATA	3,240,895				3,240,895																		
1251 BATA RMT Project Mgmt																							
1252 BATA ETC																							
1253 BATA Admin																							
1255 BATA RMT																							
1254 BATA Finance																							
1256 Seismic																							
TOTAL MTC EXPENSES NOT FEDERALLY FUNDED	4,790,002	0	0	0	3,842,415	0	0	0	0	0	0	947,587	0	0	0	0	0	0	0	0	0	0	
TOTAL MTC EXPENSE	62,610,211	5,685,471	2,825,732	684,795	11,950,294	25,047,995	91,851	2,580,129	595,000	1,406,633	602,000	1,510,789	450,000	275,000	802,900	550,000	88,561	0	119,000	347,904	6,906,207	120,000	
ABAG Regional Planning	2,513,031	1,003,318	229,113		685,600				298,000														
BCDC Regional Planning	298,000																						
Appendix A: SRTP Development	0																						
Total Expense	65,421,242	6,685,789	3,054,845	684,795	12,635,894	25,047,995	91,851	2,580,129	1,406,633	1,406,633	602,000	1,510,789	450,000	275,000	802,900	550,000	88,561	0	119,000	347,904	6,906,207	120,000	

FY 10/11 REGIONAL TOTAL															
General Fund	FTA 5303	FHWA PL	FTA 5304	FTA 5304	In Kind Local Match	FTA 5304 Cash	FHWA Partnership Planning	In Kind Local Match	FHWA Partnership Planning Cash	Partnership Regional Blueprint Planning	In Kind Local Match	Partnership Regional Blueprint Planning Cash	STP PL	OTHER	TOTAL
	685,600	229,113	1,003,318										595,000		2,513,031
ABAG Regional Planning/STP Planning															0
Appendix A: SRTP Development															2,864,679
Appendix B: CPG FTA 5304				2,339,857	467,560	57,262								21,209,000	21,209,000
Appendix C: STP (CMA Planning)							809,853	23,981	178,481						1,012,315
Appendix D: SP&R Partnership Planning															1,524,915
Appendix E: Environmental Justice															2,092,934
Appendix F: Community-Based															1,740,000
Appendix G: Alternative Analysis Program															1,525,484
Partnership Regional Blueprint Planning										1,220,387	305,097		893,000		893,000
Regional STP: MTC Planning & BCDC										1,220,387	305,097		1,488,000	26,566,849	26,566,849
REGIONAL TOTAL	685,600	229,113	1,003,318	2,339,857	467,560	57,262	809,853	23,981	178,481	1,220,387	305,097	0	1,488,000	26,566,849	35,375,358
Other Includes:															
Appendix C: STP (CMA Planning) funds are for FY2009 thru FY 2012															
FY09/10															
FY10/11															
FY11/12															
Total Three years															

Budget Summary
ABAG

APPENDIX C

ABAG BUDGET SUMMARY

MTC/ABAG JOINT PROGRAM (FY 10-11)

FHWA, FTA AND TDA & STP PLANNING FUNDS

WORK ELEMENT	FTA	FHWA	TDA	STP	TOTAL
1. Data Analysis	45,830	387,621	148,088	248,940	830,479
2. Planning Services	183,283	615,697	357,512	346,060	1,502,552
3. Public Information/Regional Liaison			110,000		110,000
4. Intergovernmental Coordination			70,000		70,000
Totals	229,113	1,003,318	685,600	595,000	2,513,031

Appendix A

APPENDIX A

FY 2010-11 FTA Section 5303

TRANSIT SUSTAINABILITY PROJECT

INTRODUCTION

As part of its metropolitan planning activities, MTC will proceed with a regional Transit Sustainability Project to (1) identify service productivity improvements that could yield more from the region's existing investment in transit services, and (2) pursue strategies to secure new transit operating and capital revenues. MTC will be applying its FTA Section 5303 planning funds to this project.

TRANSIT SUSTAINABILITY PROJECT - FY 2010-11

Total

\$890,000

Appendix B

APPENDIX B

FTA FUNDED PROJECTS

Caltrans Consolidated Planning Grant Program
FTA Section 5304

FINAL
FY 2010-11

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.

PROPOSED FTA 5304 PROJECTS – FY 2010- 11*

		Local Match		
		Federal Fund	In-Kind	Cash
WE 1122	Representation of Space and Transport Supply Travel Model Improvements	\$275,000	\$50,000	
TOTAL		\$275,000	\$50,000	

* Proposed grant application; subject to selection by Caltrans

APPROVED FTA 5304 PROJECTS - FY 2009-10

		Local Match		
		Federal Fund	In-Kind	Cash
WE 1121	West Contra Costa Transit Enhancement Strategic Plan	\$250,000	\$32,393	
WE 1125	Daly City Bay Area Rapid Transit District (BART Access Improvement Plan)	\$250,000	\$28,436	\$20,000
WE 1125	Modeling Bicycle Access to Transit: BART Bicycle Plan Update	\$227,522	\$29,478	
WE 1121	Rio Vista Delta Breeze Short Range Transit Plan	\$25,000	\$2,868	\$2,868
WE 1121	Novato Transit Needs Assessment	\$100,000	\$12,956	
WE 1121	San Francisco International Airport Surface Transportation Planning Interns	\$44,000		\$6,000
WE 1121	Transit Effectiveness Project Transportation Planning Internship Program	\$50,000		\$6,478
TOTAL		\$946,522	\$106,131	\$35,346

APPROVED FTA 5304 PROJECTS - FY 2008-09

		Local Match		
		Federal Fund	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	\$38,868	
WE 1311	Transit-Accessible Locations: Social Service/Health Care and Transit Coordination	\$169,157		\$21,916
TOTAL		\$569,157	\$51,868	\$21,916

FTA 5304 PROJECTS - FY 2007-08

		Local Match		
		Federal Fund	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	
TOTAL		\$549,178	260,000	\$0
GRAND TOTAL		\$2,339,857	\$467,999	\$57,262

Work Element 1121: West Contra Costa Transit Enhancement Strategic Plan

Objectives

The goals of the project are to advance the environmental goals of Senate Bill 375, decrease congestion along the I-80 corridor, and enhance the economic vitality of West Contra Costa by identifying and prioritizing improvements aimed at increasing transit use in the area. The focus of the project is on integration of land use and transit services through transit enhancement projects, which are physically or functionally related to transit facilities. Specifically, the study will identify transit enhancements for existing and planned transit-oriented developments (TODs), priority development areas (PDAs), and major employment centers in West Contra Costa County; and improvements to enhance the connectivity of existing and planned transit services to areas outside of West Contra Costa County. WCCTAC envisions working with consultants to deliver the project. The project sponsor/grant sub recipient is the West Contra Costa Transportation Advisory Committee (WCCTAC). WCCTAC will retain a consultant to perform the following tasks according to the estimated schedule:

Task and Products	Estimated Completion
Prepare detailed work plan, schedule, and budget	April 2010
Prepare transit enhancement toolbox	August 2010
Data collection and reduction – Tech Memo 1	August 2010
Analysis of existing and near-term future conditions – Tech Memo 2	May 2011
Public outreach and engagement – Outreach Plan and Tech Memo 3	August 2011
Develop recommendations – Prioritization Criteria and Tech Memo 4	February 2012
West County public agency outreach	May 2012

Estimated Cost by Funding Source:

FTA 5304:	\$250,000
In-Kind Local Match:	\$ 32,393
Total:	\$282,393

West Contra Costa Transit Enhancement Strategic Plan

Activity	In-Kind Contributions			Estimated Cost
	Title	Hourly Rate	Hours	
DWSB; Project Admin	Executive Director	\$93.69	15	\$1,405
	Project Manager II	\$64.98	0	\$0
	Project Manager I	\$60.21	15	\$903
	Administrative Analyst	\$46.85	19.86	\$930
	Administrative Clerk	\$27.41	0	\$0
	Task 1 in-kind match amount			\$3,239
Transit Enhancement Toolbox	Executive Director	\$93.69	37.5	\$3,513
	Project Manager II	\$64.98	30	\$1,949
	Project Manager I	\$60.21	43.77	\$2,635
	Administrative Analyst	\$46.85	0	\$0
	Administrative Clerk	\$27.41	0	\$0
	Task 2 in-kind match amount			\$8,098
Data Collection & Reduction	Executive Director	\$93.69	15	\$1,405
	Project Manager II	\$64.98	15	\$975
	Project Manager I	\$60.21	37.5	\$2,258
	Administrative Analyst	\$46.85	0	\$0
	Administrative Clerk	\$27.41	8.06	\$221
	Task 3 in-kind match amount			\$4,859
Existing and Near-Term Conditions	Executive Director	\$93.69	15	\$1,405
	Project Manager II	\$64.98	15	\$975
	Project Manager I	\$60.21	37.5	\$2,258
	Administrative Analyst	\$46.85	0	\$0
	Administrative Clerk	\$27.41	8.06	\$221
	Task 4 in-kind match amount			\$4,859
Public Outreach and Engagement	Executive Director	\$93.69	7.5	\$703
	Project Manager II	\$64.98	30	\$1,949
	Project Manager I	\$60.21	30	\$1,806
	Administrative Analyst	\$46.85	4	\$187
	Administrative Clerk	\$27.41	7.78	\$213
	Task 5 in-kind match amount			\$4,859
Recommendations	Executive Director	\$93.69	30	\$2,811
	Project Manager II	\$64.98	7.5	\$487
	Project Manager I	\$60.21	22.5	\$1,355
	Administrative Analyst	\$46.85	0	\$0
	Administrative Clerk	\$27.41	7.52	\$206
	Task 6 in-kind match amount			\$4,859
West County Public Agency Outreach	Executive Director	\$93.69	12	\$1,124
	Project Manager II	\$64.98	0	\$0
	Project Manager I	\$60.21	8.23	\$496
	Administrative Analyst	\$46.85	0	\$0
	Administrative Clerk	\$27.41	0	\$0
	Task 7 in-kind match amount			\$1,620
	Total in-kind match amount			\$32,393

Work Element 1125: Daly City Station Access Improvement Study

The purpose of this Project is to enhance multi-modal access for the Daly City BART Station in two ways: (1) identify and prioritize capital investments that would better accommodate existing and future bus and shuttle operations and patron's needs and (2) identify and prioritize pedestrian and bicycle improvements to enhance safety and promote these two activities. Currently, there is limited bus and shuttle capacity at this station. In order to reduce auto-trips and increase transit use in their region, improvements must be made in the station area.

The Daly City BART Station is located at the border of San Francisco and San Mateo Counties. The station area is bordered by Interstate 280 to the west and north, residential neighborhoods to the east and John Daly Boulevard to the south, with some retail, office, and a cinema within walking distance. Because of its close proximity to San Francisco State University and with four BART lines to Downtown San Francisco, the station is well served by a number of bus (Sam Trans and Muni) and shuttle (San Francisco State University, Section Medical Center), and Para transit operators.

In the next few years, SFMTA plans to extend the 14-Mission and 17 Westlake to Daly City Station as recommended in the Transit Effectiveness Project. Furthermore, increased service on other lines, including Samtrans' Bus Strategic and Parkmerced Redevelopment Plans may result in more service terminating at the station.

The Project will achieve the following objectives:

- Accommodate planned increases in bus and shuttle services to Daly City Station
- Provide more efficient drop off, pick up and layover areas for all operators
- Provide higher quality bus and shuttle passenger waiting environment and transfer experience
- Enhance pedestrian and bicycle access and safety
- Reduce impacts on residential neighbors
- Preserve future TOD opportunities on BART property

The Project stakeholders will include BART, Caltrans, City of Daly City, SamTrans, Muni, SFSU, Section Medical, Park Merced and Para transit shuttle operators.

Tasks and Products	Estimated Completion
Project Startup-up/Meeting Agenda and Minutes	May 2010
Existing Conditions/Working Paper	July 2010
Draft Conceptual Design Alternatives/Working Paper	Nov 2010
Traffic Impact and Pedestrian/Bicycle Circulation Analysis/Working Paper	Jan 2011
Feasibility Study/Draft and Final Working Paper	May 2011

Estimated Cost by Funding Source

FTA 5304:	\$250,000
Local Match (In-Kind + Cash)	\$ 48,436
Total:	\$298,436

Daly City BART Access Improvement Plan

Task	Activity	Title	In Kind Contributions		Estimated Cost
			Hourly Rate	Hours	
A	Project Start-up	Senior Planner	\$115.03	8	\$912.00
		Task A in kind match amount			\$912.00
B	Existing Conditions	Senior Planner	\$115.03	27	\$3,099.00
		Task B in kind match amount			\$3,099.00
C	Traffic Impact and Ped/Bike Analysis	Senior Planner	\$115.03	56	\$6,447.00
		Task C in kind match amount			\$6,447.00
D	Niantic At-grade Crosswalk	Senior Planner	\$115.03	40	\$4,631.00
		Task D in kind match amount			\$4,631.00
E	Draft Conceptual Alternatives	Senior Planner	\$115.03	49	\$5,580.00
		Task E in kind match amount			\$5,580.00
F	Draft and Final Plan	Senior Planner	\$115.03	68	\$7,767.00
		Task F in kind match amount			\$7,767.00
					\$28,436.00

Work Element 1125: Modeling Bicycle Access to Transit: BART Bicycle Plan Update

Objective

The purpose of this grant is to identify and prioritize strategies and model future investments that will increase bicycling to BART for incorporation into an update of BART's Bicycle Plan. This will be accomplished by developing a methodology to analyze the cost effectiveness of bicycle facility investments relative to other access modes. This new methodology will serve as the foundation for an update of BART's bicycle plan and access policy and provide a model for other regions and major transit operators. At urban and suburban BART stations, access by automobile exacerbates local congestion and is very costly to expand. Thus, increasing station access by bicycle is critical to reduce local congestion and to accommodate the significant growth in BART ridership forecasted in MTC's Transportation 2035 (T2035) Plan. The work funded under this grant will provide analytical tools to provide a comprehensive update to the 2002 BART Bicycle Access and Parking Plan; incorporate new station access targets; and create a Capital Improvement Program for Bicycle Access to BART. The new BART ridership model and 2008 Station Profile Survey data will be used to analyze the impact of different access scenarios on current BART cyclists and to assess the market for potential riders who would use BART with improved bike access. Scenario planning will be used to compare the impact of varying levels of investment in bicycle facilities and will develop a methodology for prioritizing projects, including cost estimating to increase project readiness, by station. The planning process will also create design guidelines for typical station area/community bicycle transit challenges for jurisdictions to adapt for inclusion in their Bicycle Plans.

Tasks and Products	Estimated Completion
Project Startup and Summarize Baseline Conditions	March 2010
Complete System-wide Bicycle Access and Parking Needs Assessment	April 2010
Analyze Cost Effectiveness of bicycle facility investments and alternatives	July 2010
Identify Scenarios and Develop Modeling Approach	August 2010
Develop and Apply project prioritization criteria	December 2010
Complete Cost Estimates for prioritized projects	February 2011
Release Draft Bicycle Plan and Access Policy	March 2011
Revise Draft Plan and Policy to respond to comments	August 2011
Adopt Final Bicycle Plan and Access Policy	November 2011

Estimated Cost by Funding Source

FTA 5304:	\$227,522
BART In-Kind match	\$ 29,478
Total:	\$257,000

Work Element 1121: Rio Vista Delta Breeze Short Range Transit Plan FY 2010/2011-2017/2018

Objective

This project is being conducted in a rural area. This SRTP will help determine the future delivery of transit services in the Rio Vista Delta Breeze service area in an efficient, cost effective and productive manner so that the City can meet its farebox recovery goals and provide a good transit service to its residents, passengers and visitors. This SRTP will be a seven year document.

The Short Range Transit Plan will evaluate the transit services provided in the City of Rio Vista, with connections to Fairfield, Isleton and Antioch. This will update the City's transit plans from October 2007 – the last SRTP completed for the City. The City intends to derive recommendations to plan the future of the delivery of transit services within the City and analyze its intercity connections to Fairfield, Isleton and Antioch since the city is isolated from urban areas and this transit system is a lifeline for local residents. In addition, the City needs to address the farebox recovery ratio that is presently under 10%. The City also wants to improve coordination with other intercity and interregional transit providers connecting with Rio Vista Delta Breeze. The final product delivered will be the Rio Vista Delta Breeze Short Range Transit Plan with an implementation component for implementing the recommendations starting in July 1, 2011.

Rio Vista Delta Breeze serves a rural community and provides lifeline service to existing urban centers. As such, the SRTP is not expected to play a major role in implementing the FOCUS. However, to the extent Rio Vista Delta Breeze provides an alternative means of travel between Rio Vista and those urban centers it can contribute toward strategies aimed at reducing driving and is consistent with FOCUS. The SRTP should make mention with the coordination of the FOCUS effort.

Tasks	Description	
1	Prepare FY 2010/2011-2017/2018 SRTP	
1.1	Prepare Overview of Transit System	7/1/2010
1.2	Review and Update Goals, Objectives, and Standards	9/30/2010
1.3	Service and System Evaluation	12/31/2010
1.4	Operations Plan and Budget	3/31/2011
1.5	Capital Improvement Program	4/15/2010
1.6	Onboard Passenger Demographic Survey	1/1/2011 to 2/28/2011
2	Publish FY 2010/2011-2017/2018 SRTP	
2.1	Publish Draft FY 2010/2011-2017/2018 SRTP	4/30/2011
2.2	Publish Final FY 2010/2011-2017/2018 SRTP	6/30/2011

Estimated Cost by Funding Source

FTA CBTP Grant:	\$25,000
In-kind match	\$ 2,868
Local TDA match	\$ 2,868
Total:	\$30,736

Project Title Modeling Bicycle Access to Transit: BART Bicycle Plan					
Task #	Tasks	Department/ Title	Hourly Rate	Hours in-kind contribution	Estimated Cost
Task 1	Project Start Up	Customer Access Department Manager of Access Programs	\$107.20	9	\$ 978
Task 2	Establish Baseline Conditions and Bicycle Inventory	Customer Access Department Manager of Access Programs	\$107.20	37	\$ 4,000
Task 3	Public Outreach, Phase I	Customer Access Department Manager of Access Programs	\$107.20	23	\$ 2,500
Task 4	Access Analysis	Customer Access Department Manager of Access Programs	\$107.20	84	\$ 9,000
Task 5	Scenario Planning	Customer Access Department Manager of Access Programs	\$107.20	56	\$ 6,000
Task 6	Public Outreach, Phase II	Customer Access Department Manager of Access Programs	\$107.20	19	\$ 2,000
Task 7	Draft and Final Report	Customer Access Department Manager of Access Programs	\$107.20	46	\$ 5,000
TOTALS				275	\$ 29,478

Rio Vista Delta Breeze Short Range Transit Plan

Task	Activity	Title	In Kind Contributions		
			Hourly Rate	Hours	Estimated Cos
1.1	Prepare overview of Transit System	Transit Coordinator	\$ 15.00	27.3	\$ 409.04
Task 1.1 in kind match amount					\$ 409.04
1.2	Review and Update Goals, Objective & Standards	Transit Coordinator	\$ 15.00	27.3	\$ 409.04
Task 1.2 in kind match amount					\$ 409.04
1.3	Service and System Evaluation	Transit Coordinator	\$ 15.00	27.3	\$ 409.04
Task 1.3 in kind match amount					\$ 409.04
1.4	Operations Plan & Budget	Transit Coordinator	\$ 15.00	27.3	\$ 409.95
Task 1.4 in kind match amount					\$ 409.95
1.5	Capital Improvement Program	Transit Coordinator	\$ 15.00	27.3	\$ 409.95
Task 1.5 in kind match amount					\$ 409.95
1.6	Passenger Survey	Transit Coordinator	\$ 15.00	27.3	\$ 410.01
Task 1.6 in kind match amount					\$ 410.01
2.1 & 2.2	Draft & Final Plan	Transit Coordinator	\$ 15.00	27.4	\$ 410.49
Tasks 2.1 & 2.2 in kind match amount					\$ 410.49
					\$ 2,867.51

Work Element 1121: Novato Transit Needs Assessment Marin County Transit District (Marin Transit)

Objective

The Novato Transit Needs Assessment will evaluate the existing transit services in Novato, identify additional transportation needs in this northern part of Marin County, and provide short-term and long-term recommendations to the Marin County Transit District (Marin Transit) to address the identified service gaps. An implementation plan will be developed that will be reviewed for economic feasibility. Community outreach and public involvement will be integral to the success of the study, and ongoing coordination with multiple stakeholder groups in Novato is an intended outcome of the proposed study.

Tasks and Products	Estimated Completion
Project Kick-off Meeting	July 2010
Create a Technical Advisory Committee	August 2010
Finalize Work Plan	September 2010
Existing Conditions Data Collection	January 2011
Consultation and Review	January 2011
Organize and Conduct a Public Outreach Effort	March 2012
Develop Draft Improvement Plan	June 2011
Develop Implementation Plan	July 2011
Develop Final Recommendations	September 2011
Draft Novato Transit Needs Assessment Document	February 2012
Public Review of Draft Document	May 2012
Present Final Novato Transit Needs Assessment Document to MCTD Board	June 2012

Estimated Cost by Funding Source

FTA CBTP Grant:	\$100,000
In-kind local match	<u>\$ 12,956</u>
Total:	\$112,956

Novato Needs Assessment In kind Funding

Task	Activity	In Kind Contributions			Estimated Cost	
		Title	Hourly Rate	Hours		
1	Project Kick-Off Meeting	Transit Operations Manager	\$126.50	1.5	\$189.75	
		Senior Transportation Planner 1	\$114.62		\$0.00	
		Transportation Planner	\$60.20	3.25	\$195.65	
	Create Technical Advisory Committee	Transit Operations Manager	\$126.50	1.5	\$189.75	
		Senior Transportation Planner 1	\$114.62		\$0.00	
		Transportation Planner	\$60.20	3.25	\$195.65	
	Finalize Work Plan	Transit Operations Manager	\$126.50	0.5	\$63.25	
		Senior Transportation Planner 1	\$114.62	0.75	\$85.97	
		Transportation Planner	\$60.20	1.75	\$105.35	
	Task 1 in kind match amount				\$1,025.37	
	2	Existing Conditions Data Collection	Transit Operations Manager	\$126.50	2	\$253.00
			Senior Transportation Planner 1	\$114.62	5.25	\$601.76
Transportation Planner			\$60.20	20.25	\$1,219.05	
Consultation and Review		Transit Operations Manager	\$126.50	1	\$126.50	
		Senior Transportation Planner 1	\$114.62	2.25	\$257.90	
		Transportation Planner	\$60.20	6.5	\$391.30	
Task 2 in kind match amount				\$2,849.50		
3		Public Outreach Effort	Transit Operations Manager	\$126.50	8	\$1,012.00
			Senior Transportation Planner 1	\$114.62	7.75	\$888.31
			Transportation Planner	\$60.20	22.25	\$1,339.45
		Task 3 in kind match amount				\$3,239.76
4		Develop Draft Improvement Plans	Transit Operations Manager	\$126.50	1.75	\$221.38
	Senior Transportation Planner 1		\$114.62	2.5	\$286.55	
	Transportation Planner		\$60.20	8.75	\$526.75	
	Develop Implementation Plan	Transit Operations Manager	\$126.50	1.75	\$221.38	
		Senior Transportation Planner 1	\$114.62	2.5	\$286.55	
		Transportation Planner	\$60.20	8.75	\$526.75	

Develop Recommendations	Transit Operations Manager	\$126.50	3	\$379.50
	Senior Transportation Planner 1	\$114.62	3.75	\$429.83
	Transportation Planner	\$60.20	6	\$361.20
Task 4 in kind match amount				\$3,239.88
5	Draft Document			
	Transit Operations Manager	\$126.50	2.5	\$316.25
	Senior Transportation Planner 1	\$114.62	4.25	\$487.14
	Transportation Planner	\$60.20	8.25	\$496.65
	Public Review			
	Transit Operations Manager	\$126.50	1	\$126.50
	Senior Transportation Planner 1	\$114.62	0.5	\$57.31
	Transportation Planner	\$60.20	7.75	\$466.55
	Document Presentation			
	Transit Operations Manager	\$126.50	1	\$126.50
	Senior Transportation Planner 1	\$114.62	0.5	\$57.31
	Transportation Planner	\$60.20	7.75	\$466.55
Task 5 in kind match amount				\$2,600.76
Total In Kind				\$12,955.25

Work Element 1124: SFO Surface Transportation Planning Interns

Objective

This program, funded by FTA 5304 funds through CalTrans, would provide up to four upper-division or graduate school students real-world transportation planning experience within a unique multi-modal environment at San Francisco International Airport (SFO). Using Airport planning staff, with assistance from the Airport's Office of Employment & Community Partnerships department, they will work directly with the interns to prepare them for full-time transportation planning positions upon graduation from undergraduate or graduate school. All student interns will be required to submit a professional paper summarizing their internship experience.

Tasks and Products	Estimated Completion
Task 1: Establishing Civil Service Classification & Requisitions	October 2009
Task 2: Continuous Recruitment for Interns	September 2010
Task 3: Continuous Interviews	September 2010
Task 4: Hire 1st Intern	January 2010
Task 5: Hire 2nd Intern	April 2010
Task 5: Hire 3rd Intern	January 2011
Task 6: Hire 4th Intern	October 2011

Estimated Cost by Funding Source

FTA 5304:	\$44,000
In-kind local match:	\$0
MTC Cash local match:	<u>\$6,000</u>
Total:	\$50,000

Work Element 1121: SFMTA Transit Effectiveness Project Internship

Objective

Launched in May 2006, the Transit Effectiveness Project (TEP) is a joint effort by the San Francisco Municipal Transportation Agency (SFMTA) and the San Francisco Controller's Office to comprehensively review and evaluate SFMTA's Muni transit system. The TEP aims to strengthen Muni's ability to respond to current travel needs, provide a blueprint for future service, apply best practices to service delivery and promote the SFMTA's long-term financial stability and operational viability. The TEP identified three key focus areas: improved reliability of service, updated Muni routes, and reduced travel times. On October 21, 2008, the SFMTA Board of Directors unanimously endorsed the TEP recommendations for the purpose of environmental review. As the TEP transitions from the planning phase to the implementation phase, more staff resources are required. SFMTA will hire two interns to deliver the following products and outcomes related to the TEP:

- Management of public outreach efforts, including a public comment database and responding to public comments, development of outreach materials for external and internal stakeholders, maintenance of the TEP website, and assistance at public meetings;
- Research, data collection, and analysis in support of TEP recommendations, including on-time performance improvement, transit delay reduction, and transit stop consolidation;
- Development of specific countermeasures to reduce transit delays; and
- Development of plan for prioritizing and implementing stop consolidation.

Tasks and Products	Estimated Completion
Task 1: Management of public comment database, maintenance of TEP website, and assistance at public meetings, as needed	Ongoing
Task 2: Development of TEP outreach/informational materials for external and internal stakeholders	August 2010
Task 3: Research, data collection, and analysis in support of TEP transit planning activities	Ongoing
Task 4: Development of countermeasures to reduce transit delays	Mid-July 2010
Task 5: Development of implementation and prioritization plan for stop consolidation	August 2010

Estimated Cost by Funding Source

Transit Professional Development Grant:	\$50,000
In-kind local match:	\$0
SFMTA Cash local match:	<u>\$6,478</u>
Total:	\$56,478

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 corridors 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	<u>13,000</u>
Total:	\$113,000

Work Element 1122: Regional Land Use/Transportation Model Upgrade, Phase 1

Objective

ABAG and MTC's existing regional land use and transportation models are not adept at reflecting how alternative land use patterns impact mode choice, VMTs, air quality, congestion, and social equity. This is because they cannot fully capture the impact that density, design, mixed uses and behavioral changes may have on travel behavior. Equally concerning is that the land use and transportation models are not fully integrated. Consequently, alternative transportation investments can not be effectively modeled against future land use scenarios.

This project will be Phase I of a long-term effort to upgrade and integrate ABAG and MTC's models. The final product of the long-term upgrade will be an integrated regional land use and travel model that could better capture the impact land use changes have on travel behavior and alternatively, how transportation investments may affect land use. During Phase I of the Model Upgrade Project, research will be done to evaluate and confirm model selection, changes will be made to the existing models to improve *Projections 2009*, and database improvements will be made to the disaggregated models (SAM and POLIS) to help in the eventual full transition to an integrated model.

Tasks and Products	Estimated Completion
Define ABAG/MTC Modeling Needs	June 2009
Literature Review	September 2009
Regional Agency/Consultant Meetings	November 2009
Select Model	November 2009
Collect Data	June 2010
Develop Model Update	January 2011

Estimated Cost by Funding Source

FTA	\$300,000
In-kind local match	\$38,868
Cash local match:	\$0
Total:	\$338,868

In-kind local match will be provided by ABAG, via the following staff members who will be assigned to work on this project:

Paul Fassinger, Research Director, hourly rate: \$119.00
Christy Riviere, Senior Planner, hourly rate: \$87.69
Jason Munkres, Regional Planner, hourly rate: \$74.43

Work Element 1311: Transit-Accessible Locations: Social Service/Health Care and Transit Coordination

Objective

Based on the results of the recently-completed Coordinated Public Transit-Human Services Transportation Plan, the Bay Area’s low-income, elderly and disabled populations need transit access to essential destinations, including health care and social services. However, transit accessibility does not consistently factor into the locational decisions of such institutions. This project will assess the transit accessibility of social service and health facilities in both urban and suburban areas within the East Bay region of the San Francisco Bay Area and recommend ways to improve coordination between public transit operations and decisions about where these essential services are located. MTC will hire a consultant to deliver the following products and outcomes:

- Illustration of transit-accessible health care and social service facilities (through GIS mapping).
- Documentation of existing federal, state and local policies that guide locational decisions and proposed new policies to incentivize decisions that place facilities at locations with transit access
- Identification of factors that influence locational decisions based on input from health care and social service decision makers, as well as local planning directors and their staff
- Initial development of a regional strategy to encourage social service and health care agencies to coordinate with transit operators when making locational decisions. Incubation of this strategy will occur at a regional summit of health care professionals, planning directors, city managers, lenders, elected officials, public transit agencies and others.

Tasks and Products	Estimated Completion
Task 1: Assess transit accessibility of social service and health care facilities	May 2009
Task 2: Document existing policies that influence locational decisions	June 2009
Task 3: Outreach and Input	September 2009
Task 4: Regional Summit	November 2009
Task 5: Draft Report	January 2010
Task 6: Final Report	March 2010

Estimated Cost by Funding Source

FTA 5304:	\$169,157
In-kind local match:	\$0
MTC Cash local match:	<u>\$21,916</u>
Total:	\$191,073

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:	<u>\$526,778</u>

Appendix C

APPENDIX C

STP FUNDED PROJECTS

FY 2009-10 – 2011-12

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

BACKGROUND

The current federal Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA) gives MTC flexibility in programming certain federal funds across different transportation modes, and requires cooperative planning, the establishment of priorities across modes, and consideration of factors such as the coordination of transportation with land use plans in its planning and programming decisions. MTC assumes that these policies will be continued when the federal transportation statutes are reauthorized.

MTC relies upon the input of the Partnership and sister regional planning agencies such as the San Francisco Bay Area Development and Conservation District and the Association of Bay Area Governments to assist in addressing these and other State and federal transportation planning requirements. The Association of Bay Area Governments supports MTC in its efforts to coordinate regional land-use planning and growth issues with the transportation in the Regional Transportation Plan and other planning efforts. Working jointly with MTC and the San Francisco Bay Area Water Transit Authority (“WTA”), the San Francisco Bay Area Development and Conservation District develops a regional strategy for water-related Transit-Oriented Development (“TOD”) and shoreline priority development areas.

Countywide transportation planning agencies, whether a Congestion Management Agency or a substitute agency, play the major role in coordinating the efforts and interests of the constituent cities and transportation agencies within each county. The 2035 Regional Transportation Plan sets a direction to respond to the need for climate protection, focused growth, and reduced vehicle miles of travel, and to build momentum to meet performance targets and goals per AB 32, SB 375 and the upcoming Sustainable Communities Strategy; these funding agreements will support the CMAs in responding to this regional direction.

PROJECT DESCRIPTION

Congestion Management Agencies

Funding is conditioned on the AGENCY working cooperatively with MTC and the other regional agencies comprising the regional Joint Policy Committee (JPC) to implement our respective work programs.

Key goals are for the CMAs to use this funding:

- To assist MTC in implementing federal and State transportation planning and programming by representing the local interests within the county and coordinating with regional, State and federal interests.
- To prepare and refine transportation plans, programs and projects for the county that are responsive to federal, State, and regional requirements, goals and policies, and to coordinate county and city priorities for MTC’s Regional Transportation Plan (RTP), the Sustainable Communities Strategy (SCS), the FOCUS program, Regional Transportation Improvement Plan (RTIP) and other regional efforts.
- To assist in the development of coordinated transportation and land use policies and plans that reduce vehicle miles of travel (VMT) and green house gasses (GHG) and create travel mode options for the public, through work with MTC, the Association of Bay Area Governments (ABAG), local jurisdictions, transit agencies, and other stakeholders. This effort shall include the definition, coordination and

implementation of actions to address the requirements of SB 375 and AB 32.

- To disseminate information to and coordinate with local jurisdictions, transit operators, and the local community, including transit users, low-income individuals, and bicyclists and pedestrians, and to provide support for the implementation of local transportation projects.
- To establish performance measures for the work of the AGENCY, in coordination with local jurisdictions, transit operators, and the local community, and to implement a performance monitoring process based on these measures.

Specific tasks are described in the MTC-CMA agreements, and include:

- Develop countywide transportation priorities consistent with regional long range vision and requirements
- Establish and implement countywide programming priorities
- Support system management and additional planning activities
- Provide oversight/assistance for local program project delivery
- Participate in Partnership committees
- Partner to develop and implement the 2013 RTP/SCS as required by SB 375
- Support local implementation of the MTC Resolution No. 3434 TOD policy
- Work with ABAG, MTC and the Air District to implement the FOCUS project
- Support development and implementation of parking policies to support smart growth

Association of Bay Area Governments (ABAG)

MTC provides funding for ABAG for regional transportation planning as described below:

- Support regional land use planning and coordination with Regional Transportation Planning activities. Some specific duties include:
 - Administration of the Station Area Planning program which was expanded to include priority development areas.
 - Development of supporting financial programs working closely with State agencies, as well as via MTC's Regional Transportation Plan.
 - Support of a technical advisory committee made up of various stakeholders and representatives from Priority Development Areas to provide input on potential incentives for the FOCUS program, development of outreach and educational materials, and to generally advise staff on issues as they arise
- 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 FOCUS Priority Development Areas and Priority Conservation Areas as well as other housing, environmental, water and legislative issues.
- Participate in the definition of realistic scenarios for the Emergency Operation Plan, including the forecast of damages for two functional and two tabletop exercises.

- Provide other planning support as needed for the development of the Regional Transportation Plan and related planning efforts.

San Francisco Bay Area Conservation and Development Commission (BCDC)

MTC provides funding for San Francisco Bay Area Conservation and Development Commission (BCDC) regional planning as described below:

- Working jointly with MTC and the San Francisco Bay Area Water Transit Authority (“WTA”), develop a regional strategy for water-related Transit-Oriented Development (“TOD”) and shoreline priority development areas.
 - Review local general plans to determine the type of development that could be permitted in areas adjacent to existing and proposed ferry terminals and in other possible shoreline priority development areas. Identify four of the most promising terminal sites based on existing and planned updates to general and specific plans that contain support for transit-oriented development principles.
 - In addition to reviewing local general plans, analyze the other opportunities and constraints (e.g. possible land use conflicts with industrial uses or port operations or possible environmental constraints such as wetlands or requirements for dredging) of approximately four of the most promising sites adjacent to existing and proposed ferry terminals.
 - Identify opportunities to connect the four most promising terminal sites to existing neighborhood development patterns and improve connectivity between shoreline developments and existing communities.
 - Assist in the development of station area plans for 3434 ferry terminals. Determine if this is a model that could be used in developing or redeveloping land adjacent to existing and proposed ferry terminals not identified as 3434 ferry terminals. Assist in developing priorities for additional station area plans for 3434 ferry terminals should MTC funds become available.
 - Assist in establishing, coordinating and maintaining working groups for ferry sites beginning with the first MTC station area planning grant for Alameda Point.
 - Attend and participate in WTA meetings, including meetings of the WTA’s Technical Advisory Committee and Community Advisory Committee. Explore with the WTA the possibility of using the Technical Advisory Committee and Community Advisory Committee to provide technical assistance and feedback on water-oriented TOD around existing and proposed ferry terminals to the WTA, MTC, BCDC and other appropriate agencies and organizations.
- Provide project management duties for projects that need a permit from BCDC, including early review and technical assistance to address any issues early in the process and reduce permitting time and complexity.
- Serve as a liaison or identify and establish a contact person within federal and state resource agencies including the U.S. Fish and Wildlife Service, National Marine Fishery Services, National Oceanic and Atmospheric Administration, U. S. Army Corps of Engineers, California Department of Fish and Game, San Francisco Bay Regional Water Quality Control Board, State Lands Commission, Harbor Safety Committee of San Francisco, San Pablo and Suisun Bays, and appropriate local, regional and state agencies who can provide technical assistance and feedback on policy direction, regulatory matters and site specific issues.
- Attend Joint Policy Committee meetings and provide support where necessary.
- Provide appropriate administrative and planning support for the Regional Airport Planning Committee (“RAPC”) including implementation of the RAPC work plan and support for any special task forces and advisory committees of RAPC as needed.

- Provide other planning support as needed for the development of the Regional Transportation Plan and related planning efforts.

Metropolitan Transportation Commission

MTC is requesting funding for various regional planning activities as supported in the Overall Work Program.:

BUDGET

This effort involves the development of specific agreements to provide planning funds based on a generalized workscope included in the OWP. This list of tasks and functions is intended to be flexible in order to be able to accommodate changes made in State, federal, or regional requirements during the period of this contract. The funding includes support for general planning and a designated portion (\$160,000 per year per CMA./substitute agency) specifically for transportation land use coordination.

Regional Total for CMA Planning and Programming Funding Agreements

MTC STP	\$22,697,000	88.53%
Local	\$2,940,637	11.46%
Total	\$25,637,637	

Funding by Agency

Alameda	\$2,566,000
Contra Costa	\$2,029,000
Marin	\$1,786,000
Napa	\$1,786,000
San Francisco	\$1,867,000
San Mateo	\$1,786,000
Santa Clara	\$2,840,000
Solano	\$1,786,000
Sonoma	\$1,786,000
Association of Bay Area Governments	\$1,786,000
BCDC.	\$893,000
MTC	\$1,786,000
Total	\$22,697,000

Schedule

<u>Products/Tasks</u>	<u>Agencies</u>	<u>Delivery Date</u>
Provide countywide priorities for regional planning priorities in context of the SCS and RTP	CMAAs	Ongoing, specific schedule to be determined
Provide oversight/assistance for project delivery Assist MTC in monitoring the progress of funded projects	CMAAs	Ongoing
Overall participation in the Bay Area Partnership committees and sub-committees	CMAAs	Ongoing
Progress and Financial Reports	CMAAs	Quarterly
Assist in implementing ABAG/MTC's land use/transportation policy: FOCUS, TLC programs, TOD for Res. 3434 corridors, station area planning efforts, "smart parking" policies, and Coordinated Public Transit Human Services Transportation Plans	CMAAs	Ongoing
Report annual progress and plans to MTC	CMAAs	Sept 2010 Sept 2011 Sept 2012

**T4 New Act - Cycle 1 STP
Regional Planning Activities
FY 2009-10 through FY 2011-12
As Approved by Commission - Resolution 3925 Revised
STPL-6084(152)
December 16, 2009**

T4 New Act - Cycle 1					
County	Agency	FY 2009-10	FY 2010-11	FY 2011-12	TOTAL Cycle 1
County CMA Regional Planning					
Alameda	ACCMA	\$822,000	\$855,000	\$889,000	\$2,566,000
Contra Costa	CCTA	\$650,000	\$676,000	\$703,000	\$2,029,000
Marin	TAM	\$572,000	\$595,000	\$619,000	\$1,786,000
Napa	NCTPA	\$572,000	\$595,000	\$619,000	\$1,786,000
San Francisco	SFCTA	\$598,000	\$622,000	\$647,000	\$1,867,000
San Mateo	SMCCAG	\$572,000	\$595,000	\$619,000	\$1,786,000
Santa Clara	VTA	\$910,000	\$946,000	\$984,000	\$2,840,000
Solano	STA	\$572,000	\$595,000	\$619,000	\$1,786,000
Sonoma	SCTA	\$572,000	\$595,000	\$619,000	\$1,786,000
Total		\$5,840,000	\$6,074,000	\$6,318,000	\$18,232,000

T4 New Act - Cycle 1					
County	Agency	FY 2009-10	FY 2010-11	FY 2011-12	TOTAL Cycle 1
Regional Agency Planning					
Region	ABAG	\$572,000	\$595,000	\$619,000	\$1,786,000
Region	BCDC	\$286,000	\$298,000	\$309,000	\$893,000
Region	MTC	\$572,000	\$595,000	\$619,000	\$1,786,000
Total		\$1,430,000	\$1,488,000	\$1,547,000	\$4,465,000

T4 New Act - Cycle 1					
		FY 2009-10	FY 2010-11	FY 2011-12	TOTAL Cycle 1
Regional Planning Activities - Total					
Total		\$7,270,000	\$7,562,000	\$7,865,000	\$22,697,000

Appendix D

APPENDIX D

**FINAL
FY 2010-11**

FHWA PARTNERSHIP PLANNING GRANT PROGRAM

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.

FHWA PARTNERSHIP PLANNING GRANT PROGRAM
FY 2009-10

		Federal Fund	Local Match	
			In-Kind	Cash
WE 1124	Central Interstate -80 rail Corridor Study Phase 2	\$300,000		\$75,000
	TOTAL	\$300,000		\$75,000

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	\$191,853	\$23,981	\$23,981
WE1122	Bicycle Route-Choice Model Development	\$68,000		\$17,000
	TOTAL	\$509,853	\$23,981	\$103,481
	GRAND TOTAL	\$809,853	\$23,981	\$178,481

Please refer to the following pages for selected work scopes.

Work Element 1124 Central I-80 Rail Corridor Study

Objective

The Central I-80 Rail Corridor Study's geographic focus is on the Union Pacific Railroad (UP) Martinez Subdivision short haul rail segment between the Port of Oakland and Martinez. Used for both freight and passenger service, the growth of rail traffic is straining the current capacity of the rail infrastructure. The congestion and delays to all rail operators has become severe. Expedient and efficient flows along this link are critical to the overall economy of the Bay Area and Northern/Central California.

The intention of this study is to provide a solid assessment of existing conditions, capacity constraints due to local interfaces such as grade-crossings and identification of improvements to accommodate current and future rail operations for Port and non-Port freight transportation, as well as passenger travel.

At the same time, communities which have been built up adjacent to the rail line bear the day-to-day burden of rail operation impacts such as safety issues, barriers to access and circulation delays on local roadways, noise, and emissions that impact air quality and climate change. Therefore, this study also will identify the local residents' and business' concerns, as well as develop and prioritize a list of improvements to address local issues.

There are inherent tensions within the study, with many trade-offs to be considered: local vs. regional impacts and benefits, the ease of movement within neighborhoods vs. on the through rail corridor; environmental sustainability vs. economic growth; needed improvements vs. limited funds; competing land uses along the corridor; job creation vs. security and quality-of-life for communities.

This project will be split into two phases. Phase 1 is funded through an existing federal earmark and Phase 2 is funded by a federal planning grant, for which this application has been prepared. One RFP will be issued for both phases of the study. A schedule is presented below.

Tasks and Products	Estimated Completion
Phase 1	
RFP, Consultant Selection, Project Start Up	January 2010
Data Collection/Existing Conditions Report	July 2010
Summary of Opportunities and Constraints	August 2010
Phase 2	
Strategic Vision/ Corridor Management recommendations	September 2010
Evaluation Criteria/Prioritization Process	September 2010
Prioritized List of Projects and Proposed Improvements	March 2011
Cost Estimates for Projects	April 2011
Final Report /Board and Commission Presentations	June 2011

Estimated Cost by Funding Source

FHWA Partnership Planning:	\$300,000
Cash local match:(ACCMA, Port of Oakland & CCTA)	\$ 75,000
Total:	\$375,000

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:	\$191,853
In-kind local match:	\$23,981
Cash local match (ACCMA operating funds):	<u>\$23,981</u>
Total:	\$239,815

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

Appendix E

APPENDIX E

**FY 2010-11
FINAL
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 during the last three FYs.

APPROVED FY 2009/10 FUNDS

	Enhanced EJ Community Engagement in BART Planning and Decision Making (Applicant – BART)	\$89,700
	Cesar Chavez Community Design Plan (Applicant – San Francisco)	\$250,000
	Countywide Transportation Plan for Low-Income Populations (Applicant – CCAG of San Mateo County)	\$96,507
	TOTAL	\$436,207

FY 2008-09 FUNDS

	Dry Creek Rancheria Transportation Plan (Applicant – Dry Creek Rancheria)	\$125,845
	Community Driven Pedestrian Plan for the City of Richmond (Applicant – City of Richmond)	\$250,000
WE 1125	Safe Routes to Schools Community Walk-Audit Project (Applicant – MTC/TRANSFORM)	\$95,211
	TOTAL	\$471,056

FY 2007-08 FUNDS,

WE 1125	Safe Journeys Planning (Applicant – MTC/NIJC)	\$26,452
	Bayview/Hunter's Point Neighborhood Transportation Plan (Applicant – SF County Transportation Authority)	\$99,000
	Tenderloin Traffic Calming and Circulation Plan (Applicant – SFCTA)	\$135,000
	Eastridge Transit Center Improvement and Access Plan (Applicant-Santa Clara VTA)	\$159,200
	Development without Displacement (Applicant – ABAG)	\$198,000
	TOTAL	\$617,652

GRAND TOTAL		\$1,524,915
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Work Element 1125: 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 2010
Conduct Initial Involvement Outreach and finalize schools to receive walk audits	April 2010
Set up Walk-Audit Schedule: master schedule	December 2010
Conduct Outreach for Walk Audits: outreach materials and mailing lists	December 2010
Ensure Language Appropriate Materials and Events	September 2010
Organize Logistics for Walk Audits	September 2010
Coordinate with Alta Planning and Public Works Departments	April 2010
Conduct Community Walk Audits	December 2010
Create Conceptual Plans: Conceptual plans	December 2010
Present Conceptual Plans for Community Feedback: outreach materials, agenda, minutes, sign-ins.	February 2011
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
Project Administration	February 2011

Estimated Cost by Funding Source

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

Work Element 1125: Safe Journeys: Planning

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

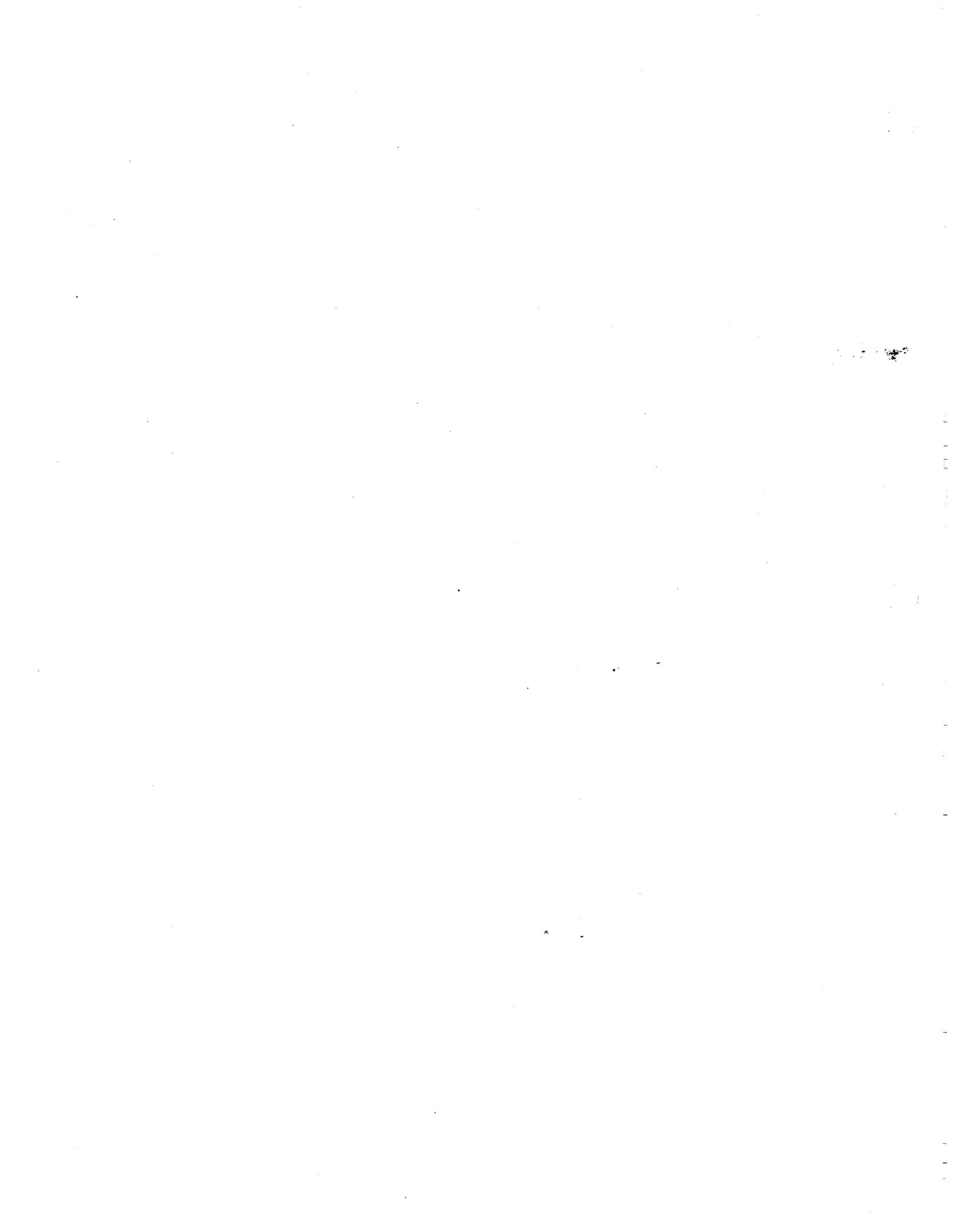
Environmental Justice:	\$ 26,452
NIJC local match	\$ 3,427
Total:	\$ 29,879

Appendix F

APPENDIX F

FY 2010-11

Community Based Transportation Planning (CBTP) Grants



Community Based Transportation Planning (CBTP) Grants

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 10% of the grant amount. Below are the planning projects in the MTC Region funded by current CBTP grants.

FY 2009-10 Funds

➤ City of Alameda Transportation System Management/Transportation Demand Management Plan	\$ 63,000
➤ Pedestrian and Bicycle Pathway Feasibility and Options Study of the East Bay Municipal Utility District Aqueduct through Downtown Lafayette	\$ 135,000
➤ Eastern Neighborhoods Transportation Implementation Planning Study (San Francisco)	\$ 247,050
Subtotal	\$ 445,050

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)	<u>\$ 140,000</u>
Subtotal	\$ 627,050
GRAND TOTAL	\$2,092,934

APPENDIX G

FY 2010-11

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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