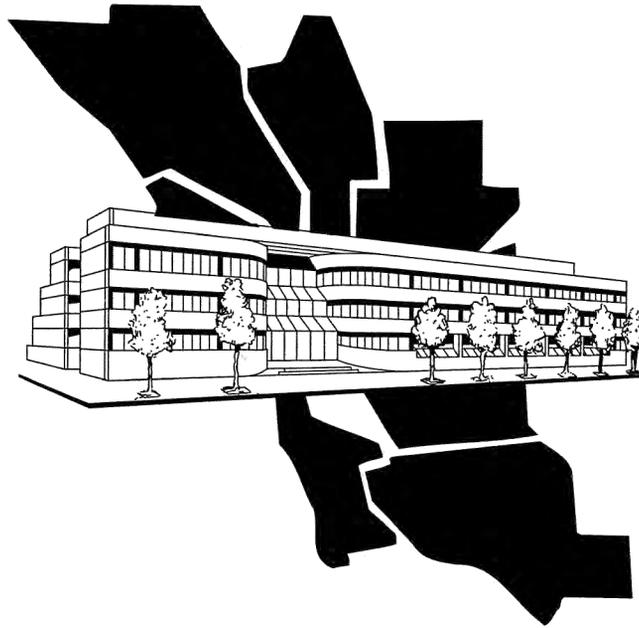


FY 2012-13

# OVERALL WORK PROGRAM

FOR PLANNING ACTIVITIES IN  
THE SAN FRANCISCO BAY AREA



*Caltrans* **CT**



METROPOLITAN  
TRANSPORTATION  
COMMISSION



ASSOCIATION  
OF BAY AREA  
GOVERNMENTS

APRIL 2012

**FY 2012-13**  
**OVERALL WORK PROGRAM**  
**FOR THE**  
**SAN FRANCISCO BAY AREA**

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**FINAL**  
**APRIL 2012**

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## TABLE OF CONTENTS

<u>CHAPTERS</u>		<u>PAGE</u>
List of Transportation Planning Acronyms		iv
CHAPTER 1	<u>PROSPECTUS</u>	
	Association of Bay Area Governments (ABAG)	1.1.1
	Metropolitan Transportation Commission (MTC)	1.2.1
CHAPTER 2	<u>UNIFIED WORK PROGRAM</u>	
	2.1 Program Description by Category: ABAG	2.1.1
	2.2 Program Description by Category: Caltrans	2.2.1
	2.3 Program Description by Category: MTC	2.3.1
CHAPTER 3	<u>BUDGET</u>	
	3.1 ABAG Budget	3.1.1
	3.2 MTC Budget	3.2.1
<u>APPENDICES</u>		
A	FTA Section 5303 Funded Projects	A-1
B	FTA Section 5304 Funded Projects	B-1
C	STP Funded Projects: Congestion Management Agency Planning	C-1
D	State Planning and Research Grant Program	D-1
E	Environmental Justice Grants	E-1
F	Community Based Transportation Planning Grants	F-1
G	FTA Alternative Analysis Program	G-1

## 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AA/DEIS	Alternatives Analysis/Draft Environmental Impact Statement AA has been replaced by MIS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
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
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)
CEQA	California Environmental Quality Act
CFR	Code of Federal Regulations
Clipper	Regional single transit pass program
CMA	Congestion Management Agency
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CMS	Congestion Management System
COG	Council of governments
CTC	California Transportation Commission
CARB	California Air Resource Board
CEQA	California Environmental Quality Act
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
GHG	Green House Gas
HCD	Housing and Community Development
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
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
Prop 84	Proposition 84 - State of California Strategic Growth Plan Bond
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 <sup>st</sup> 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
Toll Credit	Non Federal Share – Section 1905 of SAFETEA-LU
TSM	Transportation Systems Management
UGM	Urban goods movement
USGS	U.S. Geological Survey (ABAG)
VTA	Valley Transportation Authority
West CAT	Western Contra Costa Transit
WRCB	California Water Resources Control Board
WETA	Water Emergency Transit Authority

**CHAPTER 1.1: PROSPECTUS**

**ASSOCIATION of BAY AREA GOVERNMENTS**

**FY 2012-2013**

## TABLE OF CONTENTS

I.	Organization and Management	1.1.3
II.	Major Programs	1.1.7
	Attachment 1: San Francisco Bay Area Map	1.1.17
	Attachment 2: ABAG Organizational Structure	1.1.18

## 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 economic and demographic forecast 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 1.1.19.

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 and Assistant Executive Director provide 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) includes representation from local governments, as well as public agency and non-profit organizations. Beyond local governments, organizations represented on the RPC include those with an emphasis on affordable housing, social equity, education, environmental sustainability, building industry, and economic development. 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 and the need for in-depth planning discussions on the Sustainable Communities Strategy's scenarios. The RPC has also been developing expertise from a policy perspective regarding regional recovery planning in the Bay Area. The Director of Planning and Research provides staff services for the RPC.

## 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, 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.

### 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 continue to make substantial improvements to its models during the 2012-2013 fiscal year in support of the Sustainable Communities Strategy. ABAG will also continue to work with MTC to coordinate our computer models to insure appropriate levels of consistency..

In Fiscal 2012-13, ABAG and MTC will adopt the SCS, which incorporates the Regional Transportation Plan and the Regional Housing Need Allocation Plan. We will continue to work with local governments, stakeholders, and the public to ensure that a strong outreach effort that has been made for the SCS.

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 will adopt the final 2014-2022 RHNA numbers in 2012. Local

jurisdictions must have approved housing elements for their general plans by June 20 \_\_. 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 2012-13 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** - The upcoming completion of Plan Bay Area, the name of the region's first Sustainable Communities Strategy (SCS), and related regional planning efforts, the Regional Housing Need Allocation (RHNA), and the Regional Transportation Plan (RTP) demonstrates the collective commitment across local and regional governments to address regional sustainability; a healthy region that embraces equity and a solid economy.

The recently reconfigured Department of Planning and Research (consolidating what had been two separate departments) is working closely with local jurisdictions and regional partners and is improving its land use analytical tools for the development of Plan Bay Area. Plan Bay Area is bringing together land use planning, transportation investments, affordable housing requirements and connecting these efforts at the local level through a new grant program, the One Bay Area Grant. The integration of regional efforts with local funding will establish a strong platform to move toward the implementation of sustainable strategies: strengthening the qualities of neighborhoods and ensuring the protection of natural resources and rural areas.

In FY 2012-2013 working closely with the Metropolitan Transportation Commission (MTC), local jurisdictions, congestion management agencies, transit providers, and other stakeholders, ABAG will complete development of the Plan Bay Area and begin the implementation process centered around Priority Development Areas (PDAs) and Priority Conservation Areas (PCAs). ABAG's Planning and Research Programs will also continue to strengthen specialized regional efforts such as reduction of waste, closing gaps in the Bay Trail, seismic retrofits of single-family homes, and protection of the Bay-Delta Estuary. The sections below describe ABAG's land-use related programs within the Department of Planning and Research.

#### COMPREHENSIVE PLANNING: Plan Bay Area and the FOCUS Program

Plan Bay Area will identify integrated planning and policy measures that are necessary to accommodate 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 to meet the challenge of a Sustainable Bay Area.

Plan Bay Area will integrate several existing planning processes to meet the challenge of creating a more sustainable region. It will provide a new 30-year land use strategy for the Bay Area that is realistic and identifies areas to accommodate future housing and employment in a manner that makes our cities and neighborhoods more vital and resilient while retaining farmland and greenspace. It will encompass strategies to build stronger

connections between housing, employment, and transportation in a manner that leads to a strong, competitive world-class regional economy, a healthy and sustainable environment and improved opportunities for all Bay Area residents. SB 375 requires that an updated eight-year regional housing need allocation (RHNA) prepared by ABAG is consistent with the SCS.

In 2012-2013, through Plan Bay Area, the Bay Area will advance a short-term Regional Housing Need Allocation that is informed by the long-term Sustainable Communities Strategy that is consistent with the Regional Transportation Plan and supported by a new OneBayArea grant program that directs infrastructure-related funding to communities seeking to advance focused growth. The SCS, RTP and RHNA will be adopted simultaneously in spring 2013.

Plan Bay Area is not just about assigning housing need to places or achieving greenhouse gas targets. The primary goal is to build a sustainable Bay Area which continues to thrive and prosper under the changing circumstances of the twenty-first century. By directly confronting the challenges associated with a shifting global economy, environmental challenges including climate change, and the need to connect the places where we live and work throughout the region's transportation network, Plan Bay Area should help us achieve a Bay Area which is both more livable and more economically competitive on the world stage.

Plan Bay Area builds upon significant local and regional efforts toward sustainable planning. FOCUS, an integrated regional development and conservation strategy, promotes a more compact land use pattern for the Bay Area. It unites the efforts of four regional agencies into a single program that links land use and transportation by encouraging the development of complete, livable communities near transit, and promotes conservation of the region's most significant resource lands. FOCUS is led by ABAG in partnership with the Metropolitan Transportation Commission (MTC) and with support from the Bay Area Air Quality Management District (BAAQMD) and the Bay Conservation and Development Commission (BCDC). FOCUS is a collaborative effort that links regional planning programs with planning and implementation being advanced at the local and sub-regional level by local governments, congestion management agencies, transit providers, and non-governmental organizations throughout the Bay Area.

The Bay Area has taken a major step forward toward a comprehensive regional growth strategy embodied in the FOCUS Program. By 2011, FOCUS included more than 150 Priority Development Areas (PDAs) in 70 Bay Area jurisdictions, and nearly 100 Priority Conservation Areas (PCAs). In collaboration with local jurisdictions, FOCUS provides a link between local plans and regional agency objectives relative to where new growth should be directed.

PDAs are transit-served, infill areas where there is either 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. Plan Bay Area is positioned to propose that more than two-thirds of the region's household growth through 2040 can be accommodated in PDAs, despite the

fact that PDAs encompass less than 5% of the region's land area. The FOCUS Initiative 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 walkable amenities and services to address the day-to-day needs of both current and future residents. This will be achieved by moving Planned PDAs (areas that have a neighborhood-level plan) closer to implementation, and advancing more potential PDAs (areas that do not have a neighborhood-level plan) to Planned status. Toward this end, ABAG and MTC will advance a Priority Development Area planning program to fund and administer neighbor-level plans in PDAs and a Technical Assistance Program for tasks that address barriers to implementation and help spur development within PDAs that already have a specific or neighborhood plan completed or substantially underway.

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 local fiscal and economic challenges, ABAG has worked with local governments to enact policies to preserve several of these PCAs. During this fiscal year, ABAG will advance implementation of a pilot Priority Conservation Program funded through the OneBayArea grant program to support protection of PCAs. The agency will also 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.

#### 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 fifteenth 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 remain volatile, but are now at a ten-year low.. 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 are approaching \$50 million this fiscal year and continues to maintain an actuarial confidence level in excess of 90 percent. Since 1990, ABAG PLAN has returned an unprecedented \$20 million in equity to cities for practicing sound risk and claims management.

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

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

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

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

### C. **Training Center**

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

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

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

D. **Conference Services**

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

E. **Citizen Participation**

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

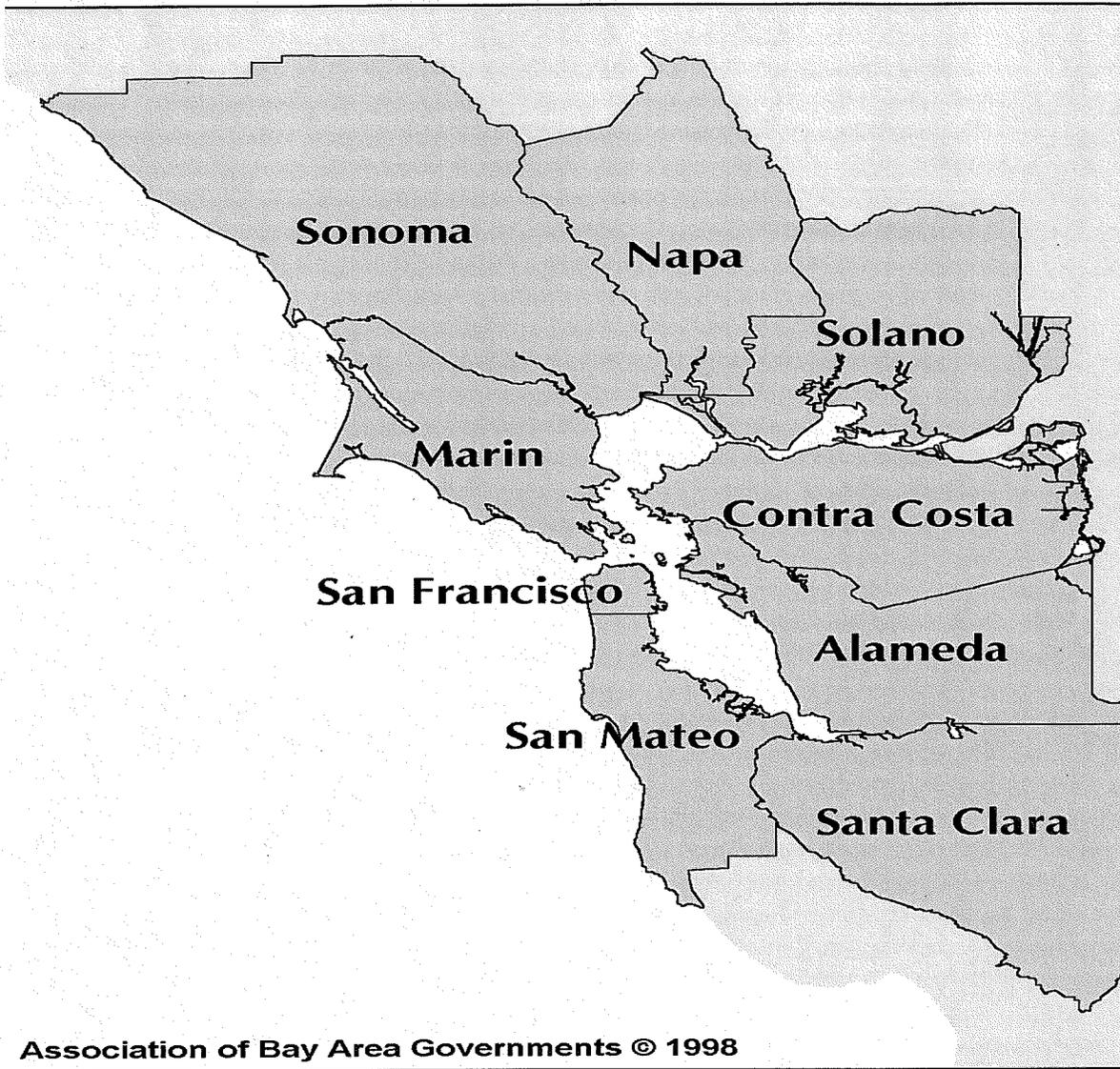
#### **F. Equal Opportunity**

ABAG maintains a fundamental commitment to achieving a more equitable distribution of the region's resources among Bay Area residents. Our work with Social Equity groups and their participation in the regional planning process is designed to advance this commitment. Projects ranging from the Bay Trail to Priority Development Areas and Priority Conservation Areas contribute to the equitable distribution of resources throughout the region among Bay Area residents. Particular effort is given to improving resource accessibility and service to disadvantaged populations. The Human Resources/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. ABAG makes training opportunities available to all employees. The Agency affords the opportunity for employees to participate in organizations that advance their skill and professionalism such as the American Institute of Planners, and the National Forum for Black Public Administrators (NFBPA). We currently have one employee who is a participant in the NFBPA's Executive Leadership Program. Also, the Agency remains committed to other components of its overall Affirmative Action Program including contracting with minority consultants, banks, and other vendors 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, the Sustainable Communities Strategy, 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**



**METROPOLITAN TRANSPORTATION COMMISSION**

**CHAPTER 1: MTC PROSPECTUS**

**FINAL  
FY 2012-13**

## TABLE OF CONTENTS

I.	Introduction and Purpose	1.2.3
II.	Bay Area Implementation of FY 2012-013 Planning Emphasis Areas	1.2.4
III.	MTC Organization	1.2.8

### Attachment

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 2012-13.

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 current RTP, known as Transportation 2035: Change in Motion in April 2009 and the 2011 TIP in October 2010. 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 FY2012-13 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 (BAAQMD), Association of Bay Area Governments (ABAG), 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 regional economic development and climate protection.

As part of the current RTP update MTC and ABAG will be developing a combined regional land use plan and transportation investment strategy as part of a Sustainable Communities Strategy (SCS/RTP, known as Plan Bay Area) pursuant to Sustainable Communities and Climate Protection Act of 2008 (SB 375 – Steinberg, or known simply as SB 375); this effort is currently underway, with an expected SCS/RTP adoption in April 2013. 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.

The FHWA California Division, in consultation with FTA Region IX, has determined that the planning emphasis areas (PEA's) for California's transportation planning and air quality program in Federal FY 2012-13 are:

- Work Program Development;
- Performance management;
- Safety; and,
- Livability/Sustainability.

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

### **Work Program Development**

The planning program funds that SAFETEA provides to MTC are used for developing the long-range transportation plan, which integrates our overall transportation planning activities, including airport/seaport, intermodal facilities, transit, bicycle/pedestrian and corridor planning activities.

The work elements included in this OWP have been developed in additional detail as was previously requested by Caltrans and FHWA staffs through past state audits and federal MPO certifications. The reader will note that the work elements described in this OWP update have been expanded to provide more detail on program descriptions, objectives, planning factors addressed, key products and key implementation milestones.

As mentioned above, MTC and ABAG are jointly preparing an RTP/SCS update, which requires integration of land use and transportation plans as required by SB 375. This SCS/RTP effort will culminate into an integrated plan that identifies a preferred land use plan that promotes more focused development and better jobs/housing fit that is supported by a transportation network that fosters smarter growth and economic vitality in the region.

### **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 measureable 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 the Transportation 2035 Plan in 2009. These assessments will be a central focus for 2013 SCS/RTP to ensure that the transportation network supports the region's land use vision. In summary, the adopted performance targets for the 2013 SCS/RTP include:

- Climate Protection
- Adequate Housing
- Healthy and Safe Communities
- Reduce the number of injuries and fatalities from all collisions
- Increase the average time walking or biking per person per day
- Open Space and Agricultural Preservation
- Equitable Access
- Economic Vitality
- Transportation System Effectiveness
- Maintain the transportation system in a state of good repair

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. Additional performance measures may be added to test other performance objectives. MTC is working with staffs from FHWA, FTA and Caltrans local government and stakeholders to define appropriate performance measures for the upcoming long-range plan.

### **Safety**

23 CFR 450.206 and 23 CFR 450.306 requires the State and Metropolitan transportation planning process be continuous, cooperative, and comprehensive, and provide consideration and implementation of projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users. 23 CFR 450.306 also requires the metropolitan transportation planning process to be consistent with the Strategic Highway Safety Plan, as specified in 23 U.S.C. 148, and other transit safety and security planning and review processes, plans, and programs, as appropriate. Furthermore 23 CFR 450.216 requires that the Federal Transportation Improvement Program (FTIP)/Federal Statewide Transportation Improvement Program (FSTIP) include all safety projects included in the State's SHSP.

In January 2011, MTC adopted a set of 10 performance targets for the Sustainable Communities Strategy/Regional Transportation Plan update to be adopted in 2013. The adopted targets include a target to reduce by 50% the number of injuries and fatalities from all collisions (including bike and pedestrian). See [http://apps.mtc.ca.gov/meeting\\_packet\\_documents/agenda\\_1599/Revised\\_-\\_tmp-3987.pdf](http://apps.mtc.ca.gov/meeting_packet_documents/agenda_1599/Revised_-_tmp-3987.pdf).

The current RTP, *Transportation 2035*, also includes a goal to improve the safety of the transportation system. It includes the following specific performance objectives:

- Reduce fatalities from motor vehicle collisions by 15% from today by 2035
- Reduce bicycle and pedestrian fatalities attributed to motor vehicle collisions by 25% (each) from 2000 to 2035
- Reduce bicycle and pedestrian injuries attributed to motor vehicle collisions by 25% (each) from 2000 to 2035

(For a list of all Transportation 2035 performance objectives, see [http://apps.mtc.ca.gov/meeting\\_packet\\_documents/agenda\\_1599/Revised\\_-\\_tmp-3987.pdf](http://apps.mtc.ca.gov/meeting_packet_documents/agenda_1599/Revised_-_tmp-3987.pdf).)

In setting safety goals and objectives, MTC aims for consistency with the California Strategic Highway Safety Plan (SHSP). MTC staff actively participates in the development and implementation of the SHSP. As discussed above, the performance targets in the RTP reflect priorities and goals in the SHSP, including reducing fatalities and injuries for drivers, cyclists and pedestrians. Among the programs discussed in the RTP and listed in the TIP include Safe Routes to Schools projects, as well as projects that will encourage safer conditions for bicyclists and pedestrians regionwide. Additionally, the goals set in the RTP influence both the project selection criteria and in turn the TIP development.

When MTC develops the RTP, we solicit potential investments from Caltrans, county congestion management agencies, and transit operators. These parties participate actively in the discussion

of investment trade-offs. In addition, MTC participates actively with other regional and state agencies in emergency response planning and annual exercises. This process allows for compliance and consistency with state and federal emergency management practices among security programs and projects.

As noted above, Safety goals are identified in the region's current Regional Transportation Plan (Transportation 2035), and projects achieving these goals and objectives are included in the TIP. Discrete safety projects in the TIP are generally drawn from federal programs such as Safe Routes to Schools, Highway Safety Improvement Program, Hazard Elimination, Rail-Highway Crossings, High Risk Rural Roads, etc. Caltrans is responsible for project selection; and on their direction, MTC includes the projects funded by these programs in the TIP. Several MTC programs such as TLC, the Bicycle/Pedestrian Program, Freeway Service Patrol, and Arterial Operations provide significant safety benefits to bicyclists, pedestrians, and drivers. In addition, bridge tolls have funded seismic safety projects for Bay Area bridges, Doyle Drive/ Presidio Parkway and the Transbay Tube Retrofit. Finally, the FTA Section 5307 formula program dedicates 1% of the program funding to security projects.

Only projects consistent with the Regional Transportation Plan (RTP) were included in the 2011 TIP as required by federal law. This means that even fully funded projects were excluded from the 2011 TIP if they were inconsistent with the RTP. Projects are reviewed for consistency with the RTP, other security plans and programs as they are submitted for various funding programs, and as they are amended into the TIP for the first time. Projects are routinely amended into the TIP to include projects stemming from the SHSP as well the other security programs and plans. Additionally, in conjunction with transit operators, MTC programs state Proposition 1B Transit Security Grant Program funds for transit system safety, security, and disaster response projects.

Lastly, MTC has focuses on safety in numerous different venues as part of its planning processes, including, but not limited to:

- increased interaction with members of the public health field through its Policy Advisory Council, the pedestrian and bicycle advisory groups, technical ad hoc committee on performance measurement, and other groups focused on development of the Sustainable Communities Strategy/Regional Transportation Plan.
- MTC has sponsored numerous Community-Based Transportation Planning efforts, in which safety figure prominently as a community concern.
- MTC chairs an emergency planning committee composed of mass transit operators, Caltrans and the California Emergency Management Agency (CalEMA) to jointly undertake preparedness planning and to conduct annual exercises to address regional disasters.
- MTC played a key role in developing the California Statewide Motorist Aid Committee (representing Caltrans, CHP and local/regional agencies) that coordinates policy and implementation of the Freeway Service Patrol and Call Box programs.
- Executive staffs from MTC, Caltrans, and the California Highway Patrol meet regularly to address matters related to freeway management and safety considerations.

## **Livability/Sustainability**

Specifically, SB 375 calls upon metropolitan planning organizations (MPOs) in 18 regions in California to develop an integrated transportation, land-use and housing plan known as a Sustainable Communities Strategy, with the ultimate goal of reducing greenhouse gas (GHG) emissions for cars and light-duty trucks. In the Bay Area, MTC and ABAG have the principal role of preparing the SCS.

While the primary goal of SB 375 is to reduce GHG emissions (California's 2006 Global Warming Solutions Act (SB 32) calls for a 20% reduction in GHG emissions from all economic sectors; SB 375 established land use and transportation GHG emission reductions), there are several co-benefits of an integrated land use and transportation planning:

- Integrating land uses (jobs, stores, schools, homes, etc.) and encouraging more complete communities can reduce automobile trips and emissions.
- Clustering more homes, jobs and other activities around transit can make it easier to make trips by foot, bicycle or public transit.
- Planning land uses and transportation together can help improve the vitality and quality of life for our communities, while improving public health.

The SCS will reflect the “Three E” goals of sustainability — Economy, Environment and Equity. The vision will be crafted with guidance from local government officials and Bay Area residents to help support a prosperous and globally competitive economy, provide for a healthy and safe environment, and produce equitable opportunities for all Bay Area residents. MTC and ABAG have established targets or benchmarks for measuring our progress toward achieving these goals as mentioned above, which are consistent with the principles in the Livability/Sustainability PEA.

ABAG and MTC will develop the SCS in partnership with the Bay Area Air Quality Management District and the San Francisco Bay Conservation and Development Commission. The four regional agencies will team with local governments, county congestion management agencies, local planning and public works directors, city and county managers, public transit agencies, interested residents, stakeholders and community groups to ensure that all those with a stake in the outcome are actively involved in the Strategy's preparation.

ABAG administers the state-required Regional Housing Need Allocation (RHNA). State law requires that the RHNA follow the development pattern specified in the SCS. ABAG will adopt the next RHNA at the same time that MTC adopts the RTP. Local governments will then have another 18 months to update their housing elements. Related zoning changes must follow within three years.

MTC must adopt the SCS as part of its next RTP, which is due in 2013. Because state and federal law require everything in the plan to be consistent, the RTP's investments must be consistent with the SCS and local land-use plans and must be judged to be realistically achievable in the RTP's 25-year planning horizon.

### **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 (there is pending state legislation to increase to 21 members, adding the Mayors of San Jose and Oakland to the Commission to provide more balanced representation). 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 each) 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. A select committee on Transit Sustainability has been established to oversee the project on this subject.

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

### **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 setting funding priorities for transportation improvements. This institutional framework ensures that widely varying local needs are recognized, but also requires that the partner agencies work with each other to coordinate services where their systems intersect or overlap. The Bay Area Partnership is a forum for communication, at many levels: at ad hoc meetings of the committee of the whole and regular meetings of its staff technical committees.

**Regional Advisory Working Group**

The primary purpose of the Regional Advisory Working Group (RAWG) is to provide input to regional agency staff during the development of the RTP/SCS. This input will be sought throughout the duration of the planning effort, leading to the adoption of the RTP/SCS in early 2013.

The RAWG is made up of representatives of city and county government planning departments, congestion management agency staff, and regional agency staff. Each county has at least one planning director to participate on the RAWG for the duration of the process. However, all planning directors, community development directors and others are welcome to attend and participate in RAWG meetings. In addition, representatives of various stakeholder groups, including affordable housing, businesses, developers, equity and environmental groups, participate in RAWG meetings. All RAWG meetings are open to the public.

**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 regionaleconomic development and climate protection. 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.

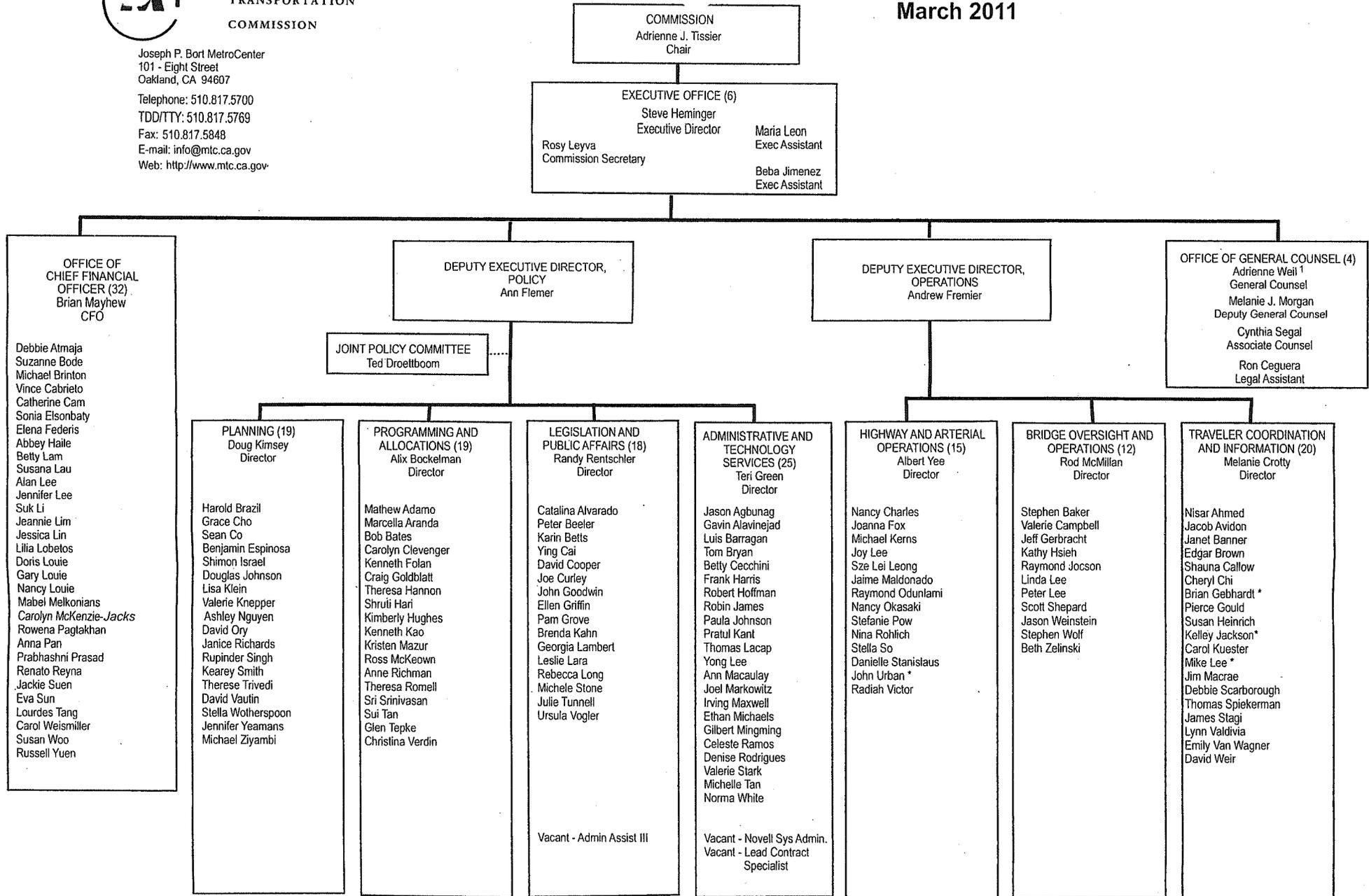


**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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**STAFFING ORGANIZATION**

March 2011



**Footnotes:**

166 Regular full-time positions  
4 Project-based positions\*  
170 Total Positions  
1 Advises Commission Directly  
updated -3-21-11

Steve Heminger  
Executive Director

**DRAFT**

**INTERAGENCY AGREEMENT**

**between**

**METROPOLITAN TRANSPORTATION COMMISSION**

**and**

**ASSOCIATION OF BAY AREA GOVERNMENTS**

**for**

**PLANNING**

**FISCAL YEAR 2012-2013**

**TABLE OF CONTENTS**

<b>ARTICLE</b>	<b>PAGE</b>
<b>1.0 GENERAL.....</b>	<b>1</b>
<b>2.0 INTERAGENCY AGREEMENT ADMINISTRATION.....</b>	<b>2</b>
<b>3.0 FUNDING.....</b>	<b>2</b>
<b>4.0 SCOPE OF WORK.....</b>	<b>2</b>
<b>5.0 BUDGET.....</b>	<b>3</b>
<b>6.0 METHOD OF PAYMENT.....</b>	<b>3</b>
<b>7.0 REPORTS AND PRODUCTS DELIVERABLE.....</b>	<b>4</b>
<b>8.0 DELAYS AND FAILURE TO PERFORM.....</b>	<b>4</b>
<b>9.0 AMENDMENTS.....</b>	<b>4</b>
<b>10.0 LAWS AND REGULATIONS.....</b>	<b>4</b>
<b>11.0 FEDERAL REQUIREMENTS.....</b>	<b>5</b>
<b>12.0 USE OF CONSULTANTS.....</b>	<b>5</b>
<b>13.0 AUDIT AND INSPECTION OF RECORDS.....</b>	<b>5</b>
<b>14.0 OWNERSHIP OF WORK PRODUCTS.....</b>	<b>6</b>
<b>15.0 INDEMNIFICATION.....</b>	<b>6</b>
<b>17.0 DRUG-FREE WORKPLACE.....</b>	<b>7</b>
<b>18.0 TERMINATION.....</b>	<b>7</b>
<b>19.0 SUPERSEDURE.....</b>	<b>7</b>
<b>APPENDIX A, MTC/ABAG FUNDING FORMULA.....</b>	<b>8</b>
<b>APPENDIX B, SCOPE OF SERVICES.....</b>	<b>9</b>
<b>WORK ELEMENT 1.1 (101000): REGIONAL MODELING AND ANALYSIS.....</b>	<b>9</b>
<b>2. PLANNING SERVICES.....</b>	<b>13</b>
<b>3. PUBLIC INFORMATION/REGIONAL LIAISON.....</b>	<b>21</b>

**4. INTERGOVERNMENTAL COORDINATION ..... 21**

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

THIS AGREEMENT is entered into this first day of July, 2012, 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, 2012, to June 30, 2013 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 2012-13 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 three million three hundred sixty-eight thousand two hundred-sixty dollars (\$3,368,260) for Fiscal Year 2012-13 subject to any reductions required under this Section 3.0. Payment shall be from the following sources in the following amounts:

General Fund	\$857,000
FTA 5303	\$228,630
FHWA PL	\$1,194,630
Prop 84 Planning	\$450,000
STP PL	\$638,000
TOTAL	\$3,368,260

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 2012-13, as amended on or before July 1, 2012.

Funding from FTA and FHWA shall be contingent upon approval by these agencies of the FY 2012-13 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 fifteen (15) 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 fifteen (15) 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.

## **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 2012-13 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, 2012.

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

**METROPOLITAN TRANSPORTATION  
COMMISSION**

**ASSOCIATION OF BAY AREA  
GOVERNMENTS**

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Ann Flemer,  
Deputy Executive Director, Policy

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Ezra Rapport, 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 2012-13**

The Scope of Services detailed in this appendix describes the work ABAG will carry out during FY 2012-13 pursuant to Section 4.0 of the Agreement, which delineates ABAG's planning responsibilities.

**WORK ELEMENT**

**Work Element 1.1 (101000): Regional Modeling and Analysis**

**A. Project Description**

- |                    |   |
|--------------------|---|
| <b>Objectives</b>  | <ul style="list-style-type: none"><li>▪ Maintain and expand databases to support transportation planning, infrastructure investment and assessment of land use decisions, and economic development</li><li>▪ Undertake studies focusing on the constraints to economic growth, the locational choice of jobs and housing, and other demographic issues.</li><li>▪ Update and document models to improve their operation and effectiveness for forecasting</li><li>▪ Provide forecasting, customized data, analysis and recommendations to local governments, congestion management agencies and the private sector</li><li>▪ Work with member governments and adjoining regions to improve databases and model assumptions.</li><li>▪ Where appropriate, provide technical assistance to member governments in support of MTC's transportation planning responsibilities, and consistent with the agreed goals of the regional agencies.</li><li>▪ Coordinate the Sustainable Communities Strategy with the Regional Housing Need Allocation and the Regional Transportation Plan.</li><li>▪ in cooperation with the California Air Resources Board (CARB) and California Department of Housing and Community Development (HCD)</li></ul> |
| <b>Description</b> | <ul style="list-style-type: none"><li>▪ Data and Analysis provides data, forecasting and analysis for the development of policies related to the Regional Transportation Plan, the Sustainable Communities Strategy, and related programs like the Regional Housing Needs Allocation.</li><li>▪ The requirement to jointly develop the 2013 RTP/SCS with MTC requires additional data acquisition and development.</li><li>▪ The closer coordination of land use and transportation plans requires more extensive analytical work to provide information for local and regional policies.</li><li>▪ New transportation under development at MTC will also require changes to the land use modeling at ABAG.</li><li>▪ The Regional Housing Needs Determination and Allocation (RHND and</li></ul>   |

RHNA) prepared by ABAG is also linked to the SCS by SB 375. The SCS must identify areas within the region where both an 8-year and 25-year housing need can be accommodated. The law also requires that the SCS and RHNA be consistent with one another; and that local governments adopt their housing elements 18-months after the adoption of the RTP.

**B. Planning Factors Addressed**

- |                                   |   |
|-----------------------------------|---|
| <b>Planning Factors Addressed</b> | <ol style="list-style-type: none"> <li>1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</li> <li>2. Increase the safety of the transportation system for motorized and non-motorized users.</li> <li>3. Increase the security of the transportation system for motorized and non-motorized users</li> <li>4. Increase the accessibility and mobility of people and for freight</li> <li>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns</li> <li>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight</li> <li>7. Promote efficient system management and operation</li> <li>8. Emphasis the preservation of the existing transportation system</li> </ol> |
|-----------------------------------|---|

**C. Previous Accomplishments**

- |                        |  |
|------------------------|--|
| <b>Objectives</b>      | <ul style="list-style-type: none"> <li>▪ Same as above</li> </ul>  |
| <b>Accomplishments</b> | <ul style="list-style-type: none"> <li>▪ New UrbanSim Land Use Model</li> <li>▪ Improved linkage with MTC’s travel model</li> <li>▪ UrbanVis visualization tool</li> </ul> |
| <b>Work Products</b>   | <ul style="list-style-type: none"> <li>▪ Economic and Demographic Forecast materials</li> <li>▪ Annual Housing Survey</li> </ul>   |

**D. Work Plan (FY 2011-12)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Refinement of Land Use models, particularly the UrbanSim distributional model	<ul style="list-style-type: none"><li>▪ Technical memos and reports</li><li>▪ Data products</li></ul>	7/01/12	6/30/13
2	Prepare scenario analysis for use in the development and implementation of the RTP/SCS	<ul style="list-style-type: none"><li>▪ Technical memos and reports</li><li>▪ Data Products</li></ul>	7/01/12	6/30/13
3	Regional Target and Performance Measure development and analysis	<ul style="list-style-type: none"><li>▪ Technical memos and reports</li><li>▪ Data Products</li></ul>	7/01/12	6/30/13

## **F. Anticipated Future Activities (FY 2012-13)**

### **Anticipated Future Activities**

- Continue to improve the data used in our analysis and planning. Improve computer models and other tools used to analyze information and identify planning strategies.
- Coordinate with MTC on the Sustainable Communities Strategy (SCS), the Regional Transportation Plan, and other projects.
- Coordinate the Regional Housing Need Allocation for 2014-2022

### **Land Use Model (UrbanSims), Model Implementation, and Demographic Forecast**

With the increased coordination in regional planning, the expectations and requirements for data and modeling have increased, and the quality of our demographic data and economic analysis has improved. The development of new land use models and tools will continue to be a priority in the coming year. Our research staff will analyze information on migration and demographic information as well as the restructuring of the regional economy in the Bay Area.

In coordination with the MTC transportation model and in collaboration with UC Berkeley, the development of a new land use model will allow us to better understand development trends areas across neighborhoods. It will also allow us to use land use, local planning and economic information to perform a sophisticated statistical analysis that can be displayed in 3-D images.

As part of the SCS process, ABAG and MTC are working together to analyze the reduction of greenhouse gas emissions in the development of land use scenarios. This analytical work is closely integrated with an extensive dialogue with local staff, stakeholders, and elected officials. Technical data is translated into understandable information for multiple audiences.

We will continue our efforts to improve information on the existing housing development, costs of construction, and commercial and residential rents in the region. Understanding of existing construction and information on costs of development and local plans are fundamental to making reliable forecasts and performing thoughtful planning.

In 2012, staff will complete the analysis for the Regional Housing Need Allocation (RHNA) for 2014-2022. While there are many similarities to the previous rounds of the RHNA process, it has become more complex because of the requirements for consistency with the SCS. This coordination is an opportunity for progress on housing issues in our region.

## 2. Planning Services

### Work Element 1.2 (101001): Planning Services

#### A. Project Description

- |                    |   |
|--------------------|---|
| <b>Objectives</b>  | <ul style="list-style-type: none"><li>▪ Complete the Sustainable Communities Strategy (SCS) per Senate Bill 375, in cooperation with the California Air Resources Board (CARB) and California Department of Housing and Community Development (HCD).</li><li>▪ Develop affordable housing production and economic development strategies that would address the proposed SCS land use pattern for 2040.</li><li>▪ Complete the Environmental Impact Report for the Sustainable Communities Strategy and the Regional Transportation Plan (RTP)</li><li>▪ Jointly complete detailed scenarios and a Preferred Scenario for the SCS with MTC.</li><li>▪ Jointly complete land-use supportive policies to implement the SCS with MTC.</li><li>▪ Coordinate the development and implementation of the One Bay Area Grant (OBAG) with MTC.</li><li>▪ Coordinate the implementation of the Transit Oriented Affordable Housing Fund with MTC.</li><li>▪ Develop the HUD-funded Sustainable Communities Initiative with MTC.</li><li>▪ Manage PDA Planning efforts in more than 25 neighborhoods.</li><li>▪ Provide Technical Assistance to PDAs.</li><li>▪ Identify model infrastructure projects in PDAs for Transportation for Livable Communities (TLC) program funding.</li><li>▪ Assess the PDAs relative to infrastructure needs, employment centers, and transit access.</li><li>▪ Develop policy related to planned capacity for employment growth in relation to housing and transportation.</li><li>▪ Establish and implement the OBAG Priority Conservation Areas program.</li></ul> |
| <b>Description</b> | <ul style="list-style-type: none"><li>▪ As a result of the passage of Senate Bill 375, MPOs are required to develop a Sustainable Communities Strategy – a new element of the RTP – to strive to reach the greenhouse gas (GHG) reduction targets established for each region by the CARB. More specifically, per Senate Bill (SB) 375, the Sustainable Communities Strategy (SCS) is intended to accomplish two principal objectives:<ul style="list-style-type: none"><li>(i) Identify areas within the nine-county Bay Area sufficient to accommodate all of the region’s population, including all income groups for the next 25 years; and</li><li>(ii) Forecast a land-use pattern, which when integrated with the</li></ul></li></ul>  |

transportation system, reduces greenhouse-gas emissions from automobiles and light trucks.

- Plan Bay Area, the 2013 RTP/SCS will be developed jointly by MTC and the Association of Bay Area Governments. Plan Bay Area will be an integrated and internally consistent transportation and land-use plan. That is, the transportation policies and investments identified in the plan will align with and support the SCS land-use pattern.
- The Regional Housing Needs Determination and Allocation (RHND and RHNA) prepared by ABAG is also linked to the SCS by SB 375. The SCS must identify areas within the region where both an 8-year and 25-year housing need could be accommodated. The law also requires that the SCS and RHNA be consistent with one another; and that local governments adopt their housing elements 18-months after the adoption of the RTP.

**B. Planning Factors Addressed**

- |                                   |  |
|-----------------------------------|--|
| <b>Planning Factors Addressed</b> | <ol style="list-style-type: none"> <li>1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</li> <li>4. Increase the accessibility and mobility of people and for freight</li> <li>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns</li> <li>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight</li> <li>7. Promote efficient system management and operation</li> <li>8. Emphasis the preservation of the existing transportation system</li> </ol> |
|-----------------------------------|--|

**C. Previous Accomplishments**

- |                        |  |
|------------------------|--|
| <b>Objectives</b>      | <ul style="list-style-type: none"> <li>▪ Implementation of PlanBayArea</li> <li>▪ Completion of the SCS development and engagement process</li> </ul>  |
| <b>Accomplishments</b> | <ul style="list-style-type: none"> <li>▪ Adoption of 200 Priority Development Areas; 100+ Priority Conservation Areas</li> <li>▪ Implementation of FOCUS program</li> <li>▪ SCS Initial Vision Scenario</li> </ul> |
| <b>Work Products</b>   | <ul style="list-style-type: none"> <li>▪ Priority Development Area Assessment</li> <li>▪ Adopted Station Area Plans – multiple Priority Development Areas</li> <li>▪ PlanBayArea Preferred Scenario</li> </ul>     |

#### D. Work Plan (FY 2012-13)

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Staff will continue to develop, manage, and monitor progress on the overall work plan and schedule for developing the RTP/SCS	<ul style="list-style-type: none"> <li>▪ Technical memos and reports</li> </ul>	7/01/12	6/30/13
2	Prepare scenario analysis and policy for use in the development of the RTP/SCS	<ul style="list-style-type: none"> <li>▪ Technical memos and reports</li> <li>▪ Draft policies</li> </ul>	7/01/12	6/30/13
3	FOCUS Implementation	<ul style="list-style-type: none"> <li>▪ Administer planning grants</li> <li>▪ Identify technical assistance projects</li> <li>▪ Develop potential funding mechanisms related to SCS/RTP</li> </ul>	7/01/12	6/30/13
4	Staff will continue to bring items to SCS Regional Advisory Working Group, and other ABAG and MTC Committees for review and input	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
5	Staff will continue to bring RTP/SCS items to the MTC Commission and ABAG Executive Board for review and approval	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
6	Staff will attend and present the RTP/SCS at meetings of transportation agencies, local jurisdictions, and others, as requested	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13

## **F. Anticipated Future Activities (FY 2012-13)**

- |  |  |
|--|--|
| <b>Anticipated<br/>Future Activities</b> | <ul style="list-style-type: none"><li>▪ SCS Scenario Analysis and Adoption</li><li>▪ Finalize Regional Housing Needs Allocation Plan (Not funded under Interagency Agreement)</li><li>▪ Further FOCUS Implementation</li></ul> |
|--|--|

### **PlanBayArea and the FOCUS Program**

Plan Bay Area will identify integrated planning and policy measures that are necessary to accommodate 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 to meet the challenge of a Sustainable Bay Area.

Plan Bay Area will integrate several existing planning processes to meet the challenge of creating a more sustainable region. It will provide a new 30-year land use strategy for the Bay Area that is realistic and identifies areas to accommodate future housing and employment in a manner that makes our cities and neighborhoods more vital and resilient while retaining farmland and greenspace. It will encompass strategies to build stronger connections between housing, employment, and transportation in a manner that leads to a strong, competitive world-class regional economy, a healthy and sustainable environment and improved opportunities for all Bay Area residents. SB 375 requires that an updated eight-year regional housing need allocation (RHNA) prepared by ABAG is consistent with the SCS.

In 2012-2013, through Plan Bay Area, the Bay Area will advance a short-term Regional Housing Need Allocation that is informed by the long-term Sustainable Communities Strategy that is consistent with the Regional Transportation Plan and supported by a new OneBayArea grant program that directs infrastructure-related funding to communities seeking to advance focused growth. The SCS, RTP and RHNA will be adopted simultaneously in spring 2013.

Plan Bay Area is not just about assigning housing need to places or achieving greenhouse gas targets. The primary goal is to build a sustainable Bay Area which continues to thrive and prosper under the changing circumstances of the twenty-first century. By directly confronting the challenges associated with a shifting global economy, environmental challenges including climate change, and the need to connect the places where we live and work throughout region's transportation network, Plan Bay Area should help us achieve a Bay Area which is both more livable and more economically competitive on the world stage. A successful Plan Bay Area will:

- Strengthen the Bay Area's globally important economy in a manner that benefits all of our citizens and our workforce;
- Recognize and support compact walkable places where residents and workers have access to services and amenities to meet their day-to-day needs;

- Reduce long commutes and decrease reliance that increases energy independence and decreases the region's carbon consumption;
- Support complete communities which remain livable and affordable for all segments of the population, maintaining the Bay Area as an attractive place to reside, start or continue a business, and create jobs.
- Support a sustainable transportation system and reduce the need for expensive highway and roadway expansions, freeing up resources for other more productive public investments including a well-maintained efficient, regional transit network;
- Provide increased employment accessibility and housing and transportation affordability to our most vulnerable populations;
- Conserve water and decrease our dependence on imported food stocks and their high transport costs;
- Preserve and enhance the region's rich mosaic of agricultural lands, scenic vistas, recreational lands and trails and critical habitats for future generations.

Plan Bay Area builds upon significant local and regional efforts toward sustainable planning.

FOCUS, an integrated regional development and conservation strategy, promotes a more compact land use pattern for the Bay Area. It unites the efforts of four regional agencies into a single program that links land use and transportation by encouraging the development of complete, livable communities near transit, and promotes conservation of the region's most significant resource lands.

FOCUS is led by ABAG in partnership with the Metropolitan Transportation Commission (MTC) and with support from the Bay Area Air Quality Management District (BAAQMD) and the Bay Conservation and Development Commission (BCDC). FOCUS is a collaborative effort that links regional planning programs with planning and implementation being advanced at the local and sub-regional level by local governments, congestion management agencies, transit providers, and non-governmental organizations throughout the Bay Area.

### **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.

The RPC continues to advance a significant effort pertaining to Regional Recovery Planning. Recovery Planning related 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. The RPC will continue to play a key role in considering key policy issues relative to the development of the Bay Area's Sustainable Communities Strategy.

In Fiscal Year 2012-2013, the RPC will address and make policy recommendations to the Executive Board pertaining to important regional planning issues including the adoption of new Priority Development Areas, 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 2012-2013 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 2012-2013 ABAG will staff and provide leadership to advance RAPC's work program including the Regional Airport Plan.

### **Intergovernmental Coordination**

In Fiscal Year 2012-2013, 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 work continues on the development of 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.
- Develop programs and sites related to the San Francisco Water Trail.

<u>Major Products/Deliverables</u>	<u>Deadline</u>
Implementation of FOCUS Initiative Provide technical assistance support for Priority Development Areas. Provide for coordination of strategic investments relative to capital infrastructure funding as it becomes available.	Ongoing
Implementation of FOCUS Program 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.	Ongoing
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 and support partner agency 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.
- Continue to 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, PlanBay Area, regional climate action initiatives and other special initiatives.
- In cooperation with MTC finalize the public hearing plans in connection with SB 375 implementation and schedule public outreach meetings and respond to requests from civic and community organizations for information.
- Continue to work with partner agencies on the development of messaging to better inform the public and stakeholders about PlanBayArea.

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

### 4. Intergovernmental Coordination

- Supervise preparation of ABAG Overall Work Program for 2012-13, 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 Senior Policy Advisor for PlanBay Area reporting to the MTC and ABAG executive directors.
- 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, county-wide planning directors associations, congestion management agencies, and other professional planning organizations. Provide input and mutual support, including the SCS Work with local governments on public engagement strategies to implement various planning initiatives.

**APPENDIX C  
ABAG BUDGET SUMMARY  
MTC/ABAG JOINT PROGRAM, FY 2012-13  
FTA/ FHWA/ TDA, PROP 84 AND STP PLANNING FUNDS**

WORK ELEMENT	FTA 5303  (Inc. TC Match)	FHWA PL  (Inc. TC Match)	MTC General Fund	Prop. 84 Planning Funds	STP Planning	TOTAL
1. Regional Modeling and Analysis	114,315	597,315	285,000			1,296,630
2. Planning Services	114,315	597,315	572,000	450,000	638,000	2,071,630
Totals	228,630	1,194,630	857,000	450,000	638,000	3,368,260

**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-2, CERTIFICATION OF RESTRICTIONS ON LOBBYING**

I, Ezra Rapport  
Executive Director hereby certify on behalf of Association of Bay  
Area Governments that:  
(name and title of grantee official) (name of grantee)

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any 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.

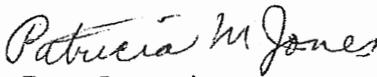
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

4. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this 23rd day of February, 2012.

By:

  
\_\_\_\_\_  
Ezra Rapport  
(signature of authorized official)

Executive Director

\_\_\_\_\_  
(title of authorized official)

## APPENDIX F, STATE DEPARTMENT OF TRANSPORTATION REQUIREMENTS

### Non – Discrimination

- A. In the performance of work undertaken pursuant to this Agreement, ABAG shall not, and shall affirmatively require that its contractors shall not, unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave, and denial of pregnancy disability leave.
- B. ABAG shall ensure, and shall require that its contractors and all subcontractors and/or subrecipients shall ensure, that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. ABAG shall comply, and ensure that its contractors and subcontractors and/or subrecipients shall comply, with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- C. Each of ABAG's contractors, subcontractors, and/or subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have collective bargaining or other labor agreements. ABAG shall include the non-discrimination and compliance provisions hereof in all contracts and subcontracts to perform work under this Agreement.
- D. ABAG shall comply with the nondiscrimination program requirements of Title VI of the Civil Rights Act of 1964. Accordingly, 49 CFR Part 21, and 23 CFR Part 200 are made applicable to this Agreement by this reference. Wherever the term "Contractor" appears therein, it shall mean ABAG.
- E. ABAG shall permit, and shall require that its contractors, subcontractors, and subrecipients will permit, access to all records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission or any other agency of the State of California designated by STATE to investigate compliance with these non-discrimination provisions.

**CHAPTER 2.2: UNIFIED WORK PROGRAM**

**CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)**

**FY 2012-13**

## **Caltrans Work Elements**

### **Goals and Objectives**

Caltrans Work Elements advance the vision of the California Transportation Plan (CTP) to promote prosperous economy, improve social equity, enhance and preserve the State's valuable natural resources while avoiding costly project overruns and delays in planning and developing transportation infrastructure. Caltrans having the responsibility to be the steward of the federal transportation planning funds the region receives ensures that the Federal Planning Factors and Planning Emphasis Areas are considered and addressed in the San Francisco Bay Area's Overall Work Program.

Caltrans planning activities support goals established in regional transportation planning guidelines to improve transportation mobility, address federal air quality criteria pollutants and ensure that the statewide regional transportation planning activities address tribal, local, regional, and statewide mobility and economic needs.

With the passage of Assembly Bill 32 and Senate Bill 375, the reduction of greenhouse gases (GHG) has become one of the key priorities in transportation planning. Caltrans responds to these legislations through planning activities that aims towards the achievement of the goals of these legislations while promoting an integrated, multimodal transportation system. Another key legislation for state planning is SB 391.

Senate Bill 391 requires the State's long range transportation plan to address how the State will achieve maximum feasible reductions in GHG emission by identifying the statewide, integrated multimodal transportation system. In response to this requirement, Caltrans is preparing the California Interregional Blueprint that integrates the State's long-range modal plans and programs with the latest tools to enhance its ability to plan for and manage the transportation system.

## **TRANSPORTATION PLANNING**

<i>Work Element 6.1 – California Interregional Blueprint &amp; California Transportation Plan</i>	2.2.5
<i>Work Element 6.2 – California Transportation Investment System (CTIS)</i>	2.2.6
<i>Work Element 6.3 – Planning/Programming Liaison</i>	2.2.7
<i>Work Element 6.4 – System Planning</i>	2.2.8
<i>Work Element 6.5 – Partnership Participation/Planning Grants</i>	2.2.10
<i>Work Element 6.6 – Overall Work Program Management</i>	2.2.12
<i>Work Element 6.7 – Local Development/Inter-Governmental Review (LD/IGR)</i>	2.2.14
<i>Work Element 6.8 – Caltrans Project Planning</i>	2.2.15
<i>Work Element 6.9 – Native American Liaison</i>	2.2.17
<i>Work Element 6.10 – Environmental Justice Planning Studies Program</i>	2.2.18
<i>Work Element 6.11 – Community Planning and Public Engagement</i>	2.2.20
<i>Work Element 6.12 – Pedestrian Coordination</i>	2.2.22
<i>Work Element 6.13 – Bicycle Coordination</i>	2.2.23
<i>Work Element 6.14 – Transit Coordination</i>	2.2.24
<i>Work Element 6.15 – Goods Movement Planning/Partnerships</i>	2.2.26
<i>Work Element 6.16 – Transportation Conformity and Air Quality Planning</i>	2.2.27
<i>Work Element 6.17 – Climate Change Adaptation Planning</i>	2.2.29

## **TRANSIT FUNDING AND PROGRAMS**

<i>Work Element 7.1 – State Funding for Transit and Intermodal Improvements</i>	2.2.31
<i>Work Element 7.2 – Federal Assistance for Public Transportation Projects in Non-Urbanized Areas</i>	2.2.32
<i>Work Element 7.3 – Park-and-Ride Program</i>	2.2.33

## **HIGHWAY MANAGEMENT**

<i>Work Element 8.1 – Traffic Operations System</i>	2.2.34
<i>Work Element 8.2 – Freeway Service Patrol</i>	2.2.35
<i>Work Element 8.3 – SMART Corridor Project</i>	2.2.37

## **DATA ANALYSIS**

<i>Work Element 9.1 – Regional Modeling Coordination Study</i>	2.2.38
<i>Work Element 9.2 – Data Management and Coordination Activities</i>	2.2.39
<i>Work Element 9.3 – Transportation Monitoring</i>	2.2.41



## **Work Element 6.1 – California Interregional Blueprint(CIB) & California Transportation Plan (CTP)**

### **Objectives**

- To assist Caltrans headquarters Division of Transportation Planning (Sacramento), in meeting the goals and intent of Senate Bill (SB) 391 (Liu):
  - Identify the statewide integrated multimodal transportation system.
  - Prepare an Interim Report by December 31, 2012 relating the effects of SB 375 Sustainable Communities Strategies on the statewide system.
  - Develop a California Transportation Plan by December 31, 2015 that identifies the integrated multimodal system needed to achieve maximum feasible greenhouse gas emission reductions.
- To disseminate the latest information on any update of the state plan to the Department's internal functional units and with external partners, including tribal governments.

### **Description**

The California Department of Transportation (Caltrans) is enhancing the State's transportation planning process to respond to future challenges. Similar to requirements for regional plans under SB 375 (Steinberg 2008), SB 391 (Liu 2009) requires the State's long-range transportation plan to meet California's climate change goals under Assembly Bill (AB) 32.

In response to these statutes, Caltrans is preparing a state-level transportation blueprint to articulate the State's vision for an integrated, multimodal interregional transportation system that complements regional transportation plans and land use visions. The CIB will integrate the State's long-range modal plans and Caltrans-sponsored programs with the latest technology and tools to enhance our ability to plan for and manage the transportation system.

### **Previous and Ongoing Related Work**

Work with HQ staff to continue sharing information on the state's initiatives relating to the update of the CIB and California Transportation Plan 2040.

### **Current Tasks**

- Review & comment on Draft Materials.
- Participate in Monthly Teleconference updates.
- Share the CIB/CTP updates with the Metropolitan Transportation Commission as well as other stakeholders including the Tribal Governments.
- Assist HQ in coordinating HQ/District-MPO Visit(s).
- Assist HQ in coordinating any public workshops held in the District.

### **Products**

CIB Interim Report  
CTP 2040

### **Estimated Completion Date**

Ongoing to FY 2012/2013  
Ongoing 2012/13 to 2015/16

### **Estimated Cost by Funding Source**

Not funded through the OWP process

### **Estimated Person-Months and Cost**

N/A

## **Work Element 6.2 – California Transportation Investment System (CTIS)**

### **Objectives**

Using GIS software, the CTIS tool displays the transportation system including programmed and planned projects. It shows where transportation investment is currently underway (programmed) and where it will be (planned) over the next 25 years. Included in the dataset are highway, rail, airport, bicycle, pedestrian, transit, and Proposition 1B transportation improvement projects at both the State and regional levels.

CTIS's sketch-level datasets assist transportation planners and professionals to visualize project locations relative to other geographic features. The datasets are useful in identifying and assessing gaps, overlaps, and inconsistencies in planned transportation projects, in addition to providing preliminary environmental impact analyses. The tool can help analysts and decision-makers provide strategies for meeting future transportation needs and identify improvement priorities. It also provides opportunities to improve timing and coordination of projects.

### **Description**

In 1998 during the update of the California Transportation Plan, a team comprised of Department staff and regional agency partners identified the need to integrate existing long-range plans of both the State and regional transportation planning agencies by creating a map, using GIS software, of the current and planned transportation system. In January of 2001, the first version of the CTIS GIS Tool was released.

CTIS is a customized GIS tool that requires ESRI's ArcGIS software to operate. Plans are in place to convert the tool to a web-based mapping application. 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 can use the CTIS tool.

### **Previous and Ongoing Related Work**

- A consultant team is being brought in to populate the CTIS database with planned project information.
- Programmed project data (STIP/SHOPP) is available internally.

### **Tasks**

- Provide input to development of CTIS update method and cycle.
- Coordinate with consultant team charged with populating CTIS database.
- Review and verify data for District in updated CTIS tool.
- Evaluate tool and provide feedback for tool improvement.

### **Products**

- Updated CTIS Database that includes current planned and programmed projects
- Web-based Version of CTIS Tool

### **Estimated Completion Date**

Ongoing  
TBD

### **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**

### **Objectives**

- 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 [i.e. TIP/STIP - Interregional Transportation Improvement Program (ITIP) & State Highway Operations and Protection Program (SHOPP)], and planning documents (California Interregional Blueprint, Regional Transportation Plan/Sustainable Communities Strategy, and Countywide Transportation Plans).

### **Previous and Ongoing Related Work**

- Monitor & Coordinate with Statewide Planning & Programming Initiatives (California Interregional Blueprint & CTP; CTC Guidelines and exercises.
- Monitor & Coordinate with the Regional Transportation Plan (RTP), Sustainable Communities Strategy (SCS), and Countywide Transportation Plan Development.
- Monitor 10-Year SHOPP Plan development and biennial STIP & SHOPP Cycles.

### **Current Tasks**

- Coordination with headquarters on the California Interregional Blueprint (CIB/CTP) Update.
- Coordination with MTC on 2013 RTP/SCS development (Plan Bay Area) and adoption of the “Preferred Scenario” and potential new “Policy Initiatives”.
- Liaison between Office and Headquarters on all Interregional Transportation Improvement Program (ITIP) issues.
- Monitor Federal Economic Stimulus and Federal Reauthorization efforts.

### **Estimated Cost by Funding Source**

### **Estimated Person-Months and Cost**

Not funded through the OWP process

N/A

## **Work Element 6.4 – System Planning**

### **Objectives**

- To continue to serve as the principal mechanism for Caltrans long-range transportation planning at the corridor and system levels.
- To incorporate and propose long range solutions to the impacts of projected growth in the Bay Area in System Planning documents.
- To analyze the multimodal system for the purpose of integrating plans with a goal to enhance the interregional and regional movement of people and freight.
- To 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 collaborative long-range planning vision.
- To incorporate Complete Streets in system planning processes and products by addressing transportation needs, safety and efficient access for all legal users of the system.
- To support Sustainable Community Strategies (SCS) by incorporating Smart Mobility Framework principles into system planning process and products.
- To represent the State's interests by ensuring the region-to-region transportation needs are addressed, including the to-and-through movement of people and freight.
- To integrate principles of the Interregional Transportation Strategic Plan (ITSP) and Traffic Operations Strategies (TOPS) into the analysis and evaluation of all State highway corridors within District 4.
- To assist Program Management in coordination and presentation of information on (1) the 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.

### **Tasks**

- Update and lead the analysis and preparation of Transportation Concept Reports 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 Corridor System Management Plans, the ITSP, as well as the District System Management Plan (DSMP) and Transportation System Development Plan (TSDP).
- 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 agencies.
- Review Caltrans documents including, but not limited to, Project Initiation Documents, Excess Land documents, and Air Space Review and related documents with regard to System Planning issues.
- Provide System Planning expertise to Local Development/Intergovernmental Review staff in their review of partner agency documents that impact the State Highway System.

**Products****Estimated Completion Date**

Transportation Concept Report (TCR)	Ongoing
Corridor System Management Plan (CSMP)	Ongoing
Transportation System Development Plan (TSDP)	Ongoing
District System Management Plan (DSMP)	Ongoing

**Estimated Cost by Funding Source****Estimated Person-Months and Cost**

Not funded through the OWP process	N/A
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## **Work Element 6.5 – 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. District planning staff may also assist local and regional transportation planning agencies in developing and preparing Consolidated Planning Grant Applications.

### **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 range 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.

<b>Products</b>	<b>Estimated Completion Date</b>
N/A	N/A
<b>Estimated Cost by Funding Source</b>	<b>Estimated Person-Months and Cost</b>
Not funded through the OWP process	N/A

## **Work Element 6.6 – Overall Work Program Management**

### **Objectives**

To fulfill the State's responsibility in carrying out the review, monitoring, and approval responsibility for the Metropolitan Transportation Commission's (MTC) Overall Work Program (OWP) in concert with Caltrans Headquarters Office of Regional Interagency Planning.

### **Description**

Regulations and Statutes authorizing regional transportation planning are found primarily in Titles 23 and Title 49 of United States Code (USC), and in Section 65080 et seq., and 29532 et seq., of the California Government Code. Governing regulations are found in the Code of Federal Regulations (CFR) and the California Code of Regulations.

Federal accounting and auditing requirements are as per Titles 48 and 49 USC and CFR, and Office of Management and Budget (OMB) and Federal Transit Administration (FTA) Circulars and guidance. State accounting and auditing requirements are as per the Government Code, the Public Utilities Code, the Public Contracts Code, and the Health and Safety Code.

### **Previous and Ongoing Related Work**

- Monitor development and progress of the OWP planning activities and products.
- Administer Federal FHWA PL and FTA Section 5303 formulary funds.
- Administer the remaining federal discretionary transportation planning grant funds under FTA 5304.
- Administer State Proposition 84 funds.
- Coordinate with HQ and MTC staff the needed changes to improve process and content in the Request for Reimbursement and Quarterly Progress Reporting submittals.
- Assist Planning Managers in submitting Close-out packages.

### **Tasks**

- Transmit to MTC the federal and state guidance for the development of the annual OWP.
- Review all drafts OWPs to ensure that they meet the needs of statewide programs and/or policies.
- Circulate Draft OWP with a comment transmittal memo to HQ ORIP District Liaison and other reviewers.
- Collect all Draft OWP comments to include in comprehensive letter to MTC.
- Ensure all comments are included in the Final OWP.
- Develop Caltrans in-house Work Elements for the region's planning activities.
- Attend Annual MPO meetings and represent the Department on related issues.
- Provide recommended OWP approval letter to FHWA/FTA by June 1<sup>st</sup>.
- Approve and send all additional OWP documents, i.e., Quarterly Reports, Amendments Certifications and Assurances to ORIP District Liaison.
- Review all RFRs to ensure expenditures are accurate, for eligible activities, for delivered products, and completed in accordance with work elements in the OWP and Federal and State Requirements.
- Approve and submit FHWA Partnership Planning, FTA 5304 Transit Planning and Regional Blueprint Planning Grants Quarterly Progress Reports and Close-out Packages.
- Approve and submit Prop 84 RFRs and QPRs.

**Products****Estimated Completion Date**

Caltrans Work Elements for the OWP annual update	February 2012
Progress reports on Caltrans OWP activities	Quarterly
Reimbursement of CPG funds	Monthly
Participation at policy level meetings	As Needed
Amendment Approval	Periodic
Close-out packages for Discretionary funded projects	As Needed

**Estimated Cost by Funding Source****Estimated Person-Months and Cost**

Not funded through the OWP process	N/A
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## **Work Element 6.7 – Local Development/Inter-Governmental Review (LD/IGR)**

### **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 government-to-government relations

### **Estimated Completion Date**

Ongoing

### **Estimated cost by funding source**

TBD

### **Estimated Person-Months and Cost**

N/A

## **Work Element 6.8 – Caltrans Project Planning**

### **Objective**

To improve transportation by 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 study project scopes, evaluate different alternatives, and estimate support and capital costs and schedules 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 oversight the development of PIDs for projects that are in the current Regional Transportation Plan (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.
- Implement the updated PSR-PDS guidance to streamline PID process of local funded projects on State facilities.
- Prepare PIDs for project that currently listed in the 10-Year SHOPP Plan, and are candidate projects for 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, highway operation, environmental, and right of way functions in the development of PIDs.
- Provide analysis of alternatives to eliminate fatal flaws.
- Coordinate the formation of project development teams to ensure stakeholder input into project initiation and preprogramming phases.
- Include value analysis reviews whenever appropriate.

### **Products**

New projects and special studies are subject to priorities and resources provided for those specific purposes.

### **Estimated Completion**

Ongoing

**Estimated Cost by Funding Source**

Not funded through the OWP process

**Estimated Person-Months and Cost**

N/A

## **Work Element 6.9 – Native American Liaison**

### **Objectives**

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

### **Description**

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

### **Previous and Ongoing Related Work**

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

### **Tasks**

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

### **Products**

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

### **Estimated Cost by Funding Source**

Not funded through OWP process

### **Estimated Completion Date**

Ongoing

## **Work Element 6.10 – Environmental Justice Planning Studies Program**

### **Objectives**

To demonstrate the principles of Environmental Justice (EJ), as outlined in various State and federal statutes and directives, in the transportation investment decisions made by Caltrans and other public agencies and private organizations.

To promote greater public involvement of traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e., African-American, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders in transportation decisions and context sensitive planning, to prevent or mitigate disproportionate, adverse impacts of transportation projects while improving mobility, access and quality of life for diverse communities.

### **Description**

Environmental Justice Planning supports and encourages efforts by all and diverse communities to integrate land use and transportation decisions, projects, plans, and activities.

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

### **Previous and Ongoing Related Work**

- Coordinate on a continuous basis with the Headquarters 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 EJP 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****Estimated Completion**

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

Varies with the Award Year  
 Varies with the Award Year

**Estimated Cost by Funding Source****Estimated Person-Months and Cost**

Not funded through the OWP process

N/A

**Environmental Justice (EJ) Grants**

The Environmental Justice (EJ) planning grants are intended to promote the involvement of low-income and minority communities, and Native American Tribal Governments, in the planning for transportation projects to prevent or mitigate disproportionate, negative impacts while improving their mobility, access, safety, and opportunities for affordable housing and economic development.

The EJ projects have a clear focus on transportation and community development issues that address the interests of low-income, minority, Native American, and other under-represented communities.

Please see Appendix E for the active planning projects funded by Environmental Justice grants in the MTC Region.

## **Work Element 6.11 – Community Planning and Public Engagement**

### **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 (e.g., 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 and Complete Streets Policy implementation, and regional growth issues and performance and impact measures.
- Coordinated meetings on context sensitive solutions and complete street design for conventional highways with local agencies and district staff from various functional areas.
- Provided written comments on local development proposals and land use plans to promote measures to reduce regional vehicle miles traveled and improve pedestrian and bicycle access to regional transit facilities.

### **Tasks**

- Coordinate with other District 4 planning branches to 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.
- Continue to coordinate with Caltrans Headquarters in regard to Community-Based Transportation Planning grants, context sensitive solutions and Complete Streets Policy implementation, and regional growth issues and impacts.

- Coordinate meetings on context sensitive solutions and complete street design for conventional highways with local agencies and district staff from various functional areas.
- Review local land use plans and development proposals and provide comments on measures to reduce regional vehicle miles traveled and improve pedestrian and bicycle access to regional transit facilities.
- 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.

<b>Products</b>	<b>Estimated Completion Date</b>
• 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 and complete street design review meetings with local agencies.	Ongoing
• Providing comments on local land use plans and development proposal regarding measures to reduce regional vehicle miles traveled.	Ongoing

**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 total. At least half of this has to be cash, while the rest can be in the form of an in-kind contribution. Please see Appendix F for the planning projects in the MTC region funded by CBTP grants.

## **Work Element 6.12 – Pedestrian Coordination**

### **Objectives**

- To improve pedestrian safety, access and mobility.
- To engage stakeholders in the development of Caltrans policies, guidance and project design concerning and affecting pedestrians.

### **Description**

The District Planning staff seeks to improve pedestrian safety, access and mobility by performing design review for projects proposed for the State Highway System, working with Headquarters staff to revise guidance identified in the Implementation Plan for the Caltrans Complete Streets policy, and meaningfully involving stakeholders in these activities so that better outcomes are achieved.

### **Previous Related Work**

- 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.
- Participated in meetings with local agencies and district staff regarding pedestrian design and operational issues at the conceptual development phase of various projects on the state highway system.
- Provided staff support for the District 4 Pedestrian Advisory Committee, which consists of stakeholders from Bay Area public agencies and local communities, and coordinated Committee meetings where Caltrans projects, policies, guidance and standards were reviewed and comments were provided.
- Coordinated on a continuous basis with Caltrans Headquarters in regard to Complete Streets Policy implementation and related guidance development and revisions.

### **Tasks**

- Review and comment on Caltrans projects and participate on project development teams regarding pedestrian needs and in support of walkable communities.
- Participate in meetings with local agencies and district staff regarding pedestrian design and operational issues at the conceptual development phase of various projects on the State Highway System.
- 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.
- Continue to coordinate with Caltrans Headquarters in regard to Complete Streets Policy implementation and related guidance development and revisions.

### **Products**

### **Estimated Completion Date**

Reviewing and commenting on Caltrans projects regarding pedestrian needs	Ongoing
Providing staff support for District 4 Pedestrian Advisory Committee meetings	Quarterly

### **Estimated Cost by Funding Source**

### **Estimated Person Month & Cost**

Not funded through OWP process

N/A

## **Work Element 6.13 – Bicycle Coordination**

### **Objectives**

- To improve bicycle safety and access on and across Caltrans facilities.
- To engage external and internal stakeholders in the development of Caltrans bicycle transportation policies, guidelines, best practices and project design.
- To provide input on Caltrans project planning and design concerning and affecting bicycle travel and safety.

### **Description**

The District Bicycle Coordinator, together with Caltrans district functional units and Headquarters staff, works to improve bicycle access and safety on State highways. This is done through the review of planning and design documents; participation in Project Development Teams and statewide policy-level committees; and coordination with local and regional agencies as well as other stakeholders on planning and design efforts to ensure that bicycle transportation needs are addressed during project selection, planning, and design.

### **Previous Related Work**

- Advised and assisted in implementation of Caltrans Deputy Directive 64-R1 (Complete Streets - Integrating the Transportation System), the Strategic Highway Safety Plan, the California Blueprint for Bicycling and Walking, the Safe Routes to Schools Program, and the Bicycle Transportation Account.
- Reviewed and provided input on district planning, project initiation, and design documents as well as on Caltrans standards, guidelines, and procedures as they affect bicycle travel.
- Provided input and shared information regarding:
  - existing roadway deficiencies and needed bicycle safety upgrades;
  - new policies and revisions pertaining to bicyclists.
- Coordinated quarterly Caltrans District 4 Bicycle Advisory Committee consisting of representatives of Bay Area transportation agencies and advocacy groups. The committee's objective is to facilitate exchange and discussion regarding Caltrans projects and policies.
- Coordinated Caltrans participation in Bike to Work Day.

### **Tasks**

Continue to perform work listed above in the "Previous Related Work" section.

### **Products**

- Review and provide input on planning- and design-level documents
- Coordinate District 4 Bicycle Advisory Committee

### **Estimated Completion Date**

Ongoing

Quarterly

### **Estimated Cost by Funding Source**

Not funded through OWP process

### **Estimated Person Month & Cost**

N/A

## **Work Element 6.14 – Transit Coordination**

### **Objectives**

- To encourage alternative modes of transportation on the State Highway System.
- To leverage the existing State Highway System to promote and enhance alternative transportation mode opportunities.
- To support Director's Policy 27: Bus Rapid Transit (BRT) Implementation Support, and Deputy Directive 98: Integrating BRT into State Facilities.

### **Description**

The Transit Coordination Branch seeks opportunities to increase mobility options within the State Highway System. This function assists the Department in meeting goals associated with AB 32 and SB 375 by promoting alternative transportation modes to decrease vehicle miles traveled and associated green house gas emissions and increasing the efficiency of the State Highway System. Specifically, emphasis is placed on two areas: 1) leveraging the existing State Highway System to promote faster transit service, and 2) enhancing the existing District Park and Ride program. Internally, this office works with other functional units to ensure that transit/Park and Ride accommodations are included in Caltrans plans and projects. The Transit Coordination Branch also collaborates with the Division of Mass Transportation (DMT) and the Division of Research and Innovation (DRI) on statewide modal issues. Externally, this office develops partnership with other agencies to promote and enhance strategies that encourage alternative modes of transportation.

### **Previous Related Work**

- DRI study "BRT Integration into PDPM," July 2011.
- DRI study "Assessment of Converting Lane to Bus Only," December 2010.
- DRI study "BRT Performance Assessment Guidebook," June 2010.
- Ardenwood P&R Expansion and Improvement Project, October 2009.
- Central and Southern Marin Transit Study, June 2009.
- Deputy Directive 98 presentation to District 4, January 2009.
- DRI study "Implementation of BRT on Conventional Highways, December 2008.
- SF Transit Effectiveness Project, October 2008.
- Marin P&R Patron Survey, October 2008.
- CA APA Presentation "Non-Traditional Improvements to State Routes," September 2007.
- Caltrans BRT Handbook for Partners, February 2007.
- Rockridge BART Smart Parking Demo Project, April 2006.
- Richmond Parkway Transit Center Planning & Conceptual Design Study, February 2005.
- Caltrans Regional Express Bus Plan Study, April 2005.
- Caltrans P&R and HOV Transit Enhancement Project ("Buspool Project"), July 2005.
- Caltrans Transportation Planning Grant "Van Ness BRT Study," June 2004.

### **Tasks**

- Coordinate with local agencies to improve the State Highway System to optimize alternative modes of transportation.
- Review Caltrans project development documents and ensure that alternative modes of transportation are considered and accommodated wherever feasible.
- Participate on DMT working groups.
- Participate on DRI technical advisory committees.
- Provide project management support for transit projects on the State Highway System.

- Serve as District BRT Coordinator.
- Participate on Project Development Teams (PDTs) for projects with transit components.
- Seek partnership opportunities to improve and expand the District P&R system.
- Plan for improved and new P&R lots.
- Develop and administer District 4 P&R parking fee program.
- Participate on PDTs for projects with P&R components.

<b>Products</b>	<b>Estimated Completion Date</b>
• Richmond Parkway Transit Center Feasibility Study	Summer 2012
• Input on DRI's TAC for "BRT Toolbox"	TBD
• Richmond Parkway Transit Center Operations and Maintenance Report	Annually
• Transit quarterly reports for DMT	Quarterly
• Resolution of Park & Ride lot issues	Ongoing
• Resolution of issues impeding Implementation of BRT projects	Ongoing
• Comments on Caltrans projects for transit accommodations	Ongoing
• Implementation of P&R fee program	Ongoing
• Participation on MTC's Rideshare TAC	As required

<b>Estimated cost by Funding Source</b>	<b>Estimated Person-Months and Cost</b>
Not funded through the OWP process	N/A

## **Work Element 6.15 – Goods Movement Planning/Partnerships**

### **Objectives**

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 plays a major role in improving 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 System and Freight Planning 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**

Ongoing

### **Estimated Cost by Funding Source**

Not funded through OWP process

### **Estimated Person-Months and Cost**

N/A

## **Work Element 6.16 – Transportation Conformity and Air Quality Planning**

### **Objectives**

- Participate in development of State Implementation Plans to demonstrate how the San Francisco Bay Area air basin achieves applicable federal air quality standards.
- Work with MTC to demonstrate that the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) conform to the purpose of the State Implementation Plan (SIP) through a transportation conformity process required by the Clean Air Act Section 176(c) (42 U.S.C. 7506(c)).
- Participate with federal, state, regional and local agencies during interagency consultation on transportation conformity and related air quality planning.
- Participate with federal, state, regional and local agencies during interagency consultation procedures for PM<sub>2.5</sub> hot-spot analyses for the Bay Area.

### **Description**

- In June 2004, the Bay Area was designated as a marginal nonattainment area of the national 8-hour ozone standard. US EPA lowered the national 8-hour ozone standard from 0.80 to 0.75 PPM effective May 27, 2008. The latest approved SIP for ozone is the 2001 Ozone Attainment Plan.
- U.S. EPA lowered the 24-hour PM<sub>2.5</sub> standard from 65 ug/m<sup>3</sup> to 35 ug/m<sup>3</sup> in 2006. U.S. EPA designated the Bay Area as nonattainment for the PM<sub>2.5</sub> standard on October 8, 2009. The effective date of the designation is December 14, 2009 and the Bay Area Air Quality Management District has three years to develop the SIP that demonstrates the Bay Area will achieve the revised standard by December 14, 2014. The SIP for the new PM<sub>2.5</sub> standard must be submitted to the U.S. EPA by December 14, 2012.
- Anytime MTC develops or amends the RTP and/or TIP for the region, they must prepare a Transportation-Air Quality Conformity Analysis to demonstrate how the transportation activities in the RTP and TIP will not cause new air quality violations, worsen existing violations, or delay timely attainment of the national ambient air quality standards. The goal of transportation conformity is to ensure that Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funding and approvals given to highway and public transportation activities are consistent with air quality goals. The air quality standards addressed in the conformity analysis include ozone, carbon monoxide and fine particulate matter (PM<sub>2.5</sub>) standards.
- MTC Resolution No. 3757 outlines procedures to be undertaken by the MTC, U.S. Environmental Protection Agency (EPA), California Department of Transportation (Caltrans), FHWA, FTA, State and local air agencies before making transportation conformity determinations on the RTP and TIP. Interagency consultation on transportation conformity and related air quality planning is facilitated through the Air Quality Conformity Task Force.
- MTC Resolution No. 3946 outlines procedures to be undertaken by MTC, EPA, Caltrans, FHWA, FTA, and State and local air agencies regarding interagency consultation procedures for PM<sub>2.5</sub> hot-spot analyses for the Bay Area. Interagency consultation on project level PM<sub>2.5</sub> conformity is also facilitated through MTC's Air Quality Conformity Task Force. Because the Bay Area is designated as a PM<sub>2.5</sub> non-attainment area, Bay Area project sponsors are required to undergo project level conformity determinations for PM<sub>2.5</sub> if their project meets certain criteria for projects of air quality concern.

## Previous and Ongoing Related Work

- Reviewed Transportation Air Quality Conformity Analysis for the Transportation 2035 Plan and 2011 Transportation Improvement Program.
- Consulted with Department project sponsors on preparation and submittal of PM2.5 Project Assessment forms.
- Participated in Statewide Air Quality Conformity Working Group meetings.

## Tasks

- Participate in interagency consultation regarding transportation conformity, PM2.5 project level conformity, and other air quality issues through the Transportation Air Quality Conformity Task Force. The Task Force meets monthly.
- Participate with regional and local partner agencies on preparation of the PM2.5 SIP.
- Work with Department project sponsors in developing and submitting PM2.5 Hot Spot Analysis Project Assessment forms for Transportation Air Quality Conformity Task Force consideration.
- Participate with HQ, CARB, and other state and federal agencies on state air quarterly planning issues as needed.

## Products

- Air Quality Conformity Task Force Decisions
- RTP/TIP Transportation Conformity Analysis Input
- PM2.5 Project Assessment Forms

## Estimated Completion Date

Monthly  
As Needed  
As Needed

## Estimated Cost by Funding Source Source

Not funded through the OWP process

## Estimated Person-Months and Cost

N/A

## **Work Element 6.17 – Climate Change Adaptation Planning**

### **Objectives**

Work with the HQ Climate Change Branch as well as with partner agencies in the region to plan, develop and implement projects and programs that aim to reduce greenhouse gas and criteria pollutant emissions from the transportation sector to further the Bay Area's climate protection goals, and improve our region's air quality and public health and safeguard us from sea-level rise.

### **Description**

- The Global Warming Solution Act of 2006 creates a comprehensive, multi-year program to reduce GHG emissions in California. The Department works closely with the California Air Resources Board and the Administration's Climate Action Team (CAT) to support development and implementation of the California Climate Action Program. The Department also collaborates with local and regional agencies, academic and research institutions, non-governmental organizations (NGOs), and other environmental and energy stakeholders to advance the State's climate change objectives.
- Climate change is expected to significantly affect the Bay Area's public health, air quality and transportation infrastructure through sea level rise and extreme weather. In the Bay Area, the single largest source of GHG emissions is from the consumption of fossil fuel in the transportation sector. In fact, the transportation sector, mostly from cars, trucks, buses, trains and ferries, contributes over 40 percent of the GHG emissions in the region.
- As required under SB 375, the 2013 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) will lay out how land use and transportation can work together to reduce GHG emissions. Within this context, the region will need to focus on developing innovative strategies and evaluating their effectiveness in reducing GHG emissions for purposes of informing the development of the SCS.
- In September 2010, Caltrans District 4, in partnership with BCDC and MTC, was awarded a \$300,000 grant from FHWA to field test FHWA's conceptual model for conducting climate change vulnerability and risk assessments of transportation infrastructure in a Bay Area sub-region. The final report was completed in November, 2011.
- In May, 2011, Caltrans released the "Guidance on Incorporating Sea Level Rise: For use in the planning and development of Project Initiation Documents". The guidance is intended for use by Caltrans Planning staff and Project Development Teams to determine whether and how to incorporate sea level rise concerns into the programming and design of Department projects.
- Building on its regional assessment of Bay Area impacts from mid- and end-of-century sea level rise, Living With a Rising Bay, the San Francisco Bay Conservation and Development Commission (BCDC) has partnered with the National Oceanic and Atmospheric Administration Coastal Services Center (NOAA CSC) to work with Bay Area communities in planning for sea level rise. The Adapting to Rising Tides (ART) project will be a collaborative effort involving community officials and stakeholders to address two specific questions: (1) How will sea level rise and other climate change impacts affect the future of Bay Area communities, ecosystems, infrastructure, and economy, and (2) What strategies should we pursue, both locally and regionally, to address these challenges and reduce and manage these risks?

## Previous and Ongoing Related Work

- Caltrans District 4 provided input to the *2009 California Climate Adaptation Strategy*.
- Caltrans District 4, BCDC and MTC completed work on the Transportation Risk Assessment Pilot Study.

## Tasks

- Staff will continue monitoring and providing input on updates to the California Climate Adaptation Strategy and Climate Action Team Reports to the Governor and Legislature.
- Monitor and evaluate programs and projects in the draft 2013 RTP/SCS for their effectiveness in reducing GHG emissions.
- Staff will assist with and ensure that Project Initiation Documents incorporate sea level rise concerns as needed, as defined in the May 16, 2011 guidance.
- Staff will remain engaged with BCDC in continued development of the Adapting to Rising Tides project.

## Products

- 2011 Climate Action Team Report
- Transportation Risk Assessment Pilot Study
- BCDC ART Project

## Estimated Completion Date

Spring , 2012  
Complete  
Fall, 2012

## Estimated Cost by Funding Source

Not funded through the OWP process

## Estimated Person-Months and Cost

N/A

## **Work Element 7.1 – State Funding for Transit and Intermodal Improvements**

### **Objective**

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

### **Description**

Management of funds programmed by the CTC earmarked for transit capital projects. Funds are disbursed to local agencies by means of agreements. Funding sources include TCRP, SHA, PTA and Propositions 1A, 1B, and 116.

### **Previous and Ongoing Related Work**

Monitoring of projects funded by the sources listed above.

### **Tasks**

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

### **Products**

### **Estimated Completion Date**

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

### **Estimated Cost by Funding Source**

### **Estimated Person Months and Cost**

Not funded through the OWP process.

N/A

**Work Element 7.2 – 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 populations).

**Description**

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

**Previous and Ongoing Work**

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

**Tasks**

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

**Products**

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

**Estimated Cost by Funding Source**

**Estimated Person Months and Cost**

FTA 49USC 5311                      \$37,777

Caltrans: 6      \$37,777

## **Work Element 7.3 – Park-and-Ride Program**

### **Objectives**

Provide park-and-ride facilities in order to encourage ridesharing and optimize the effectiveness of the existing transportation system in the Bay Area by reducing vehicles on local streets and the state highways system (SHS). Park-and-ride facilities provide a location for individuals to park their vehicles to join carpools, to access bus and rail service. The Caltrans park-and-ride network increases mobility options of travelers and increases person throughput through the transportation system. These facilities support reduced vehicle trips, energy consumption, congestion, and improves air quality.

### **Description**

The District 4 Park-and-Ride Program manages the operations at Caltrans park-and-ride lots and provides guidance for the planning and development of additional facilities as appropriate. Activities include coordination of the maintenance, traffic and parking enforcement, review of non-rideshare and permitted use requests. Additionally provides guidance for proposed improvements and/or new facility development. Coordination requires interaction with other Caltrans functional units, transit providers, citizens, and public or private entities.

### **Previous and Ongoing Related Work**

- Operate and coordinate maintenance & parking enforcement of State owned park-and-ride facilities.
- Participate on Project Development Teams (PDTs) to address operational issues at the conceptual development phase of planning improved or new P& R projects.
- Provide program guidelines and respond to requests for rideshare and facility information.

### **Tasks**

- Perform annual inventory surveys and prepare census (usage) reports of existing park-and-ride lots.
- Maintain D4 park-and-ride computer databases, reports, maps, webpage and files of park-and-ride lot projects and inventory.
- Address ongoing requests/inquiries for park-and-ride lot maintenance and services.
- Operate an exclusive park-and-ride 1-800 telephone number to provide rideshare & facility information and respond to user concerns.
- Coordinate park-and-ride facility rehabilitation & operational or safety improvements with Caltrans functional units.
- Request as needed California Highway Patrol enforcement of traffic/parking regulations at facilities or to address safety/security issues at facilities.
- Coordinate maintenance and assign bicycle lockers at Caltrans 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**

N/A

## **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.

### **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 (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

N/A

## **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 2002-03 the FSP expanded to 83 trucks and 454 freeway miles. In 2011-12 the FSP expanded to 85 trucks and 530 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.
- 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 23 Tow Service contracts (Request For Proposals) in 2012.
- 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 Monthly
- Number of, location, and type of assists, services
- Rating average time waiting for FSP to arrive.

**Estimated Cost by Funding Source**

**Estimated Person Months and Cost**

Not funded through OWP process

N/A

## **Work Element 8.3 – SMART Corridor Project**

### **Objectives**

Assist the local and regional SMART Corridors (Silicon Valley SMART Corridor, East Bay SMART Corridor, SFGo, San Mateo SMART Corridor, 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**

- 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
- Participation in San Mateo SMART Corridor project.

### **Tasks**

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

### **Products**

- Silicon Valley Smart Corridor Phases 1, 2 and 3
- East Bay SMART Corridor construction on State Highway
- Operation of field equipment and links between local agencies and Caltrans TMC.
- Implementation of ramp metering in the Corridor

### **Estimated Completion Date**

Completed  
Completed and on-going  
Pending resolution of security issues  
Ongoing

### **Estimated Cost by Funding Source**

Not funded through OWP process

### **Estimated Person Months and Cost**

N/A

## **Work Element 9.1 – Regional Modeling Coordination Study**

### **Objectives**

- Improve Bay Area travel demand modeling.
- Coordinate county models with bay area models.
- Integrate American Community Survey data into bay area travel demand modeling.
- Model SB 375 Sustainable Community Strategies land uses.

### **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 demand forecasting practices throughout the Bay Area. Presently, they are coordinating regional efforts to comply with SB 375 and other recent greenhouse gas legislations. As a major part of this effort, they are also coordinating the MTC's new activity based travel demand model and its effect on the Bay Area County's travel demand models.

### **Previous and Ongoing Related Work**

The Regional Model Working Group has been meeting for years seeking to improve regional models and deal with a variety of ongoing issues.

### **Current Tasks**

- Discuss how possible Sustainable Community Strategies will be modeled.
- Work toward coordinating existing County Models with new MTC Activity Based Model.
- Continue discussions of CMA and County Model updates.
- Participate in model consensus building efforts.
- Participate in discussions of uses for and integration of Census 2010 and American Community Survey data.

### **Products**

Travel Demand Model for Sustainable Community Strategy Land Use

### **Estimated Completion Date**

Ongoing

### **Estimated Cost by Funding Source**

Not funded through the OWP process

### **Estimated Person-Months and Cost**

N/A

## **Work Element 9.2 – Data Management and Coordination Activities**

### **Objectives**

- Develop, collect, and maintain spatially-enabled data sets that support a wide array of analytical capabilities to facilitate timely and effective decision making throughout all aspects of the Department's activities; including Planning, Design, Project Management, Operations and Maintenance.
- Develop, collect, and maintain spatially-enabled data sets that support Department activities and allow effective communication and data sharing opportunities with key stakeholders in the region and at the state and federal level.

### **Description**

Federal, state, regional and local governments all have a keen interest in implementing an effective and efficient transportation system. Data and analysis tools developed and maintained by the Department support project, corridor and regional-level planning efforts.

Analytical tools, and the data supporting them, require constant maintenance and updates. The Department works internally and with external partners to ensure that the geospatial transportation-related data maintained in its GIS system is current and relevant.

The Department develops and maintains vast amounts of geospatial data in a GIS format, but the majority of data is not easily accessible to staff and management in its current format. The Department strives to make geospatial data available in various formats so that it is readily available to analysts and upper management to facilitate data-driven, effective decisions.

### **Previous and Ongoing Related Work**

- Participate in internal GIS coordination meetings including the Statewide GIS Coordinator's meeting, the Statewide Geospatial Data Management subcommittee, and District GIS User Group meetings.
- Participate in external GIS coordination meetings including the Bay Area Automated Mapping Association, the Bay Area Regional GIS Committee, and local GIS Day activities.
- Work with HQ Office of GIS on Caltrans Google Earth features and functionality.

### **Tasks**

- Enhance and maintain files in geospatial data library.
- Convert GIS-formatted data for use on Google Earth platform.
- Train and support internal staff using GIS tools for their functional responsibilities.
- Develop a repository of geospatial data in multiple formats with widespread accessibility.
- Conduct outreach with stakeholder agencies to facilitate spatial data and information sharing.
- Support collection of geospatial transportation asset data in Maintenance program.
- Census 2010 data processing and analysis.

**Products**

- GIS data library
- Google Earth data layer library
- County STIP/SHOPP Project Location Maps
- Corridor System Management Plan Maps

**Estimated Completion Date**

Complete – Ongoing Maintenance  
Complete – Ongoing Maintenance  
Ongoing  
Ongoing

**Estimated Cost by Funding Source**

Not funded through the OWP process

**Estimated Person-Months and Cost**

N/A

## **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 time savings data at least as resources allow.
- Monitor all District freeways and collect data on congestion delays, duration and length of congestion as resources are available.

### **Products**

### **Estimated Completion Date**

- |  |         |
|--|---------|
| • Annual HOV lane report.                                  | Ongoing |
| • Annual Mobility Performance Report.                      | Ongoing |
| • Annual Traffic Volumes on CA State Highways.             | Ongoing |
| • Annual Ramp Volumes on CA State Highways.                | Ongoing |
| • Annual Average Daily Truck Traffic on CA State Highways. | Ongoing |

**Estimated Cost by Funding Source**

**Estimated Person-Months and Cost**

Not funded through OWP process

N/A

**CHAPTER 2.3: UNIFIED WORK PROGRAM**

**METROPOLITAN TRANSPORTATION COMMISSION**

**FY 2012-13**

**APRIL 2012  
FINAL**

## TABLE OF CONTENTS AND SUB-CATEGORY LISTING

	<b>Page</b>
<b>1110 Commission and Advisory Committees</b>	<b>2.3.4</b>
• 1113 Support Partnership Board	
• 1114 Support Advisory Committees	
<b>1120 Planning Emphasis Areas</b>	<b>2.3.8</b>
• 1121 Regional Transportation Plan	
• 1122 Analyze Regional Data Using GIS and Travel Models	
• 1124 Airport/Seaport/Freight Planning	
• 1125 Non-Motorized Transportation Activities	
• 1212 Performance Measurement and Monitoring	
• 1311 Implement Lifeline Transportation Program	
• 1312 Support Title VI and Environmental Justice	
• 1412 Transportation Conformity and Air Quality Planning	
• 1612 MTC/ABAG Planning	
<b>1130 Legislation and Public Affairs</b>	<b>2.3.39</b>
• 1112 Implement Public Information Program	
• 1156 Library Services	
<b>1230 Improve Highway and Arterial Operations and Management</b>	<b>2.3.47</b>
• 1229 Emergency Response and Security Programs	
• 1236 Implement Regional Express Lanes Network	
<b>1510 Support Regional Transportation Investments</b>	<b>2.3.54</b>
• 1511 Conduct Financial Analysis and Planning	
• 1512 Federal Programming, Monitoring and TIP Development	
• 1517 Transit Sustainability Project	

**TABLE OF CONTENTS AND SUB-CATEGORY LISTING  
FUNDED BY GRANTS, ADMINISTRATION (as part of ICAP) & NON CPG FUNDS**

	<b>Page</b>
<b>1120 Planning Emphasis Areas</b>	
<ul style="list-style-type: none"> <li>• 1310 Lifeline Program</li> <li>• 1413 Climate Initiatives</li> <li>• 1611 Transportation for Livable Communities Program (TLC)</li> </ul>	<b>2.3.65</b>
<b>1220 Traveler Coordination and Information Systems</b>	<b>2.3.72</b>
<ul style="list-style-type: none"> <li>• 1222 Implement Regional Rideshare Program</li> <li>• 1223 Support Regional Operations Program</li> <li>• 1224 Implement Regional Traveler Information Services</li> <li>• 1225 Implement Regional Transit Information System</li> <li>• 1226 Implement and Promote Regional Bicycle Information System</li> </ul>	
<b>1230 Improve Highway and Arterial Operations and Management</b>	<b>2.3.77</b>
<ul style="list-style-type: none"> <li>• 1228 Emergency Communication Operations</li> <li>• 1234 Arterial Operations Coordination</li> </ul>	
<b>1510 Support Regional Transportation Investments</b>	<b>2.3.79</b>
<ul style="list-style-type: none"> <li>• 1233 Pavement Management Program (PMP)</li> <li>• 1518 New Freedom Planning</li> <li>• 1514 Regional assistance programs and Project Reviews</li> <li>• 1515 State Programming, Monitoring and STIP Development</li> </ul>	
 <b><u>ADMINISTRATION (Included as part of ICAP)</u></b>	
<b>1150 Agency Management</b>	<b>2.3.83</b>
<ul style="list-style-type: none"> <li>• 1152 Financial Management</li> <li>• 1153 Administrative Services</li> <li>• 1157 Building Maintenance</li> <li>• 1161 Information Technology Services</li> </ul>	
 <b><u>NOT FUNDED BY CPG FUNDS</u></b>	
<b>1130 Legislation and Public Affairs</b>	<b>2.3.87</b>
<b>1230 Improve Highway and Arterial Operations and Management</b>	<b>2.3.88</b>
<b>1250 Bay Area Toll Authority</b>	<b>2.3.92</b>

## **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 the Policy Advisory Council and Tribal Government Coordination**

Major Products to Be Delivered in FY 2012-13	Estimated Completion Dates
Policy Advisory Council Annual Reports to Commission	As Required FY12/13
Commission Reports and Resolutions	As required

## Work Element 1113: Support the Partnership Board

### A. Project Description

- Objectives**
- Facilitate regional coordination of planning and programming issues with federal, state, regional and local agencies and transportation stakeholders.
- Description**
- Consult with the Bay Area Partnership Board and its subcommittees on prospective regional policy issues. This includes but is not limited to providing lead staff support to the Partnership Board and its standing committees including:
    - Partnership Technical Advisory Committee
    - Partnership Transit Coordination Committee
    - Programming and Delivery Working Group
    - Transit Finance Working Group
    - Local Streets and Roads Working Group

### B. Planning Factors Addressed

- Planning Factors Addressed**
- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
  - Increase the safety of the transportation system for motorized and non-motorized users.
  - Increase the security of the transportation system for motorized and non-motorized users
  - Increase the accessibility and mobility of people and freight
  - Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
  - Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
  - Promote efficient system management and operation
  - Emphasize the preservation of the existing transportation system

### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- Met with Board and subcommittees on:
- Long-Range Plan and the Sustainable Communities Strategy
  - OneBay Area Grant proposal;
  - Transit Sustainability; and
  - Fund Programming and Project Delivery
- Work Products**
- Partnership Technical Advisory Committee Meetings
  - Partnership Transit Coordination Committee Meetings
  - Programming and Delivery Working Group Meetings
  - Transit Finance Working Group Meetings
  - Local Streets and Roads Working Group Meetings
  - Staff Reports to the Committees and Working Groups
  - Sustaining Our Streets (SOS) Report

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Conduct Partnership Board Meetings	1-2 meetings per year	7/01/12	6/30/13
2	Conduct Partnership Technical Advisory Committee Meetings	4-6 meetings per year	7/01/12	6/30/13
3	Conduct Transit Coordination Committee Meetings	3-4 meetings per year	7/01/12	6/30/13
4	Conduct Programming and Delivery Working Group Meetings	Monthly meetings	7/01/12	6/30/13
5	Conduct Transit Finance Working Group Meetings	Monthly meetings	7/01/12	6/30/13
6	Conduct Local Streets and Roads Working Group Meetings	Monthly meetings	7/01/12	6/30/13

**E. Anticipated Future Activities (FY 2013-14)**

**Anticipated Future Activities**   ▪ Plan Bay Area development and adoption

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Total Expenses</b>
<b>122,461</b>	<b>65,377</b>	<b>0</b>	<b>187,838</b>
<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Total Revenues</b>
<b>34,570</b>	<b>44,773</b>	<b>108,495</b>	<b>187,838</b>

<b>Work Element 1114: Support Policy Advisory Council</b>
---

**Objective**

- MTC seeks to involve citizens of diverse backgrounds and interests in the development of transportation plans and programs, in a manner consistent with applicable state and federal requirements and Commission policy.

**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 social 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.

**Ongoing tasks:**

- Staff the Policy Advisory Council

Products	Estimated Completion Dates
Advisory Council's Annual Work Plan	Summer 2013
Policy Advisory Council Meeting Packets	Monthly
Advisory Council's Report to Commission	Monthly

Salaries & Benefits	Indirect Services	Other Operating Expenses	Total Expenses
176,521	94,237	5,000	275,758

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Total Revenues
50,000	25,000	200,758	275,758

## **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 addressing the region's mobility and surface transportation infrastructure needs to include innovative ways to integrate transportation and land use, improve air quality, and 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. This 2013 Regional Transportation Plan/Sustainable Communities Strategies is referred to as "Plan Bay Area", which is expected to be adopted in Spring 2013.

### **Major Tasks**

- **Regional Transportation Plan**
- **Analyze Regional Data Using GIS and Travel Models**
- **Airport/Seaport/Freight Planning**
- **Non-Motorized Transportation Activities**
- **Performance Measurement and Monitoring**
- **Implement Lifeline Transportation Program**
- **Support Title VI and Environmental Justice**
- **Transportation Conformity and Air Quality Planning**
- **Partnership Blueprint Planning Program**

## Work Element 1121: Regional Transportation Plan

### A. Project Description

#### Objectives

- Develop a safe, efficient and well-maintained regional transportation system, that when integrated with regional land-use patterns, serves the mobility and access needs of goods and people per federal metropolitan planning statute (Title 23 U.S.C Section 134), state planning statute (Government Code Section 65080 et. seq of Chapter 2.5), and Senate Bill 375
- Prepare the long-range plan in consultation with Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Caltrans, tribal governments, Bay Area transportation agencies, local jurisdictions, community organizations, stakeholders, and the public
- Prepare the Sustainable Communities Strategy per Senate Bill 375, in cooperation with the California Air Resources Board (CARB) and California Department of Housing and Community Development (HCD)
- Prepare a programmatic Environmental Impact Report (EIR) for the 2013 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) in compliance with the California Environmental Quality Act (CEQA), Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Senate Bill (SB) 375 and all other applicable state and federal environmental laws.

#### Description

##### ***RTP Modifications & Amendments***

- The RTP is a major update that will fulfill the requirements of SAFETEA's federal metropolitan planning regulations and SB 375. MTC and ABAG initiated this 3-year plan update process in 2010, and expect to have a new plan update adopted by the Commission and ABAG Executive Board in Spring 2013. MTC will prepare modifications/amendments if warranted.

##### ***2013 Regional Transportation Plan/Sustainable Communities Strategy***

- The Regional Transportation Plan (RTP) is a blueprint that guides the Bay Area region's transportation development for a 25-year period. Updated every four years, it is based on projections of growth in population, jobs and housing and travel demand coupled with financial projections. MTC, as the Metropolitan Planning Organization (MPO), is required to prepare the RTP in accordance with state and federal planning statutes.
- As a result of the passage of Senate Bill 375, MPOs are required to develop a Sustainable Communities Strategy – a new element of the RTP – to strive to reach the greenhouse gas (GHG) reduction targets established for each region by the CARB. More specifically, per Senate Bill (SB) 375, the Sustainable Communities Strategy (SCS) is intended to accomplish two principal objectives:
  - (i) Identify areas within the nine-county Bay Area sufficient to accommodate all of the region's population, including all income groups for the next 25 years; and
  - (ii) Forecast a land-use pattern, which when integrated with the transportation system, reduces greenhouse-gas emissions from automobiles and light trucks.
- In the Bay Area, the 2013 RTP/SCS will be developed jointly by MTC and the Association of Bay Area Governments. The 2013 RTP/SCS will be an integrated and internally consistent transportation and land-use plan. That is, the

transportation policies and investments identified in the plan will align with and support the SCS land-use pattern.

- The Regional Housing Needs Determination and Allocation (RHND and RHNA) prepared by ABAG is also linked to the SCS by SB 375. The SCS must identify areas within the region where both an 8-year and 25-year housing need can be accommodated. The law also requires that the SCS and RHNA be consistent with one another; and that local governments adopt their housing elements 18-months after the adoption of the RTP.
- The RTP, SCS, and RHNA will be adopted by MTC and ABAG in Spring 2013.

***Environmental Impact Report for the 2013 RTP/SCS***

- The program EIR for the 2013 RTP/SCS will analyze both the transportation and land use impacts of the RTP/SCS in compliance with CEQA, SAFETEA-LU and, SB 375. This program EIR will serve as a first tier EIR that address the broad, region wide environmental effects of implementing the (a) transportation projects, programs and policies and (b) land use development patterns included in the proposed RTP/SCS. Because SB 375 provides streamlining of CEQA requirements for specific residential and mixed-use residential projects and transit priority projects, this EIR will enable lead agencies of projects consistent with Public Resource Code Sections 21155.1 and 21159.28 to effectively tier from the RTP/SCS EIR. Additionally, this program EIR will propose effective and feasible mitigation measures for all potentially significant impacts.

**B. Planning Factors Addressed**

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|-----------------------------------|---|
| <b>Planning Factors Addressed</b> | <ol style="list-style-type: none"> <li>1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</li> <li>2. Increase the safety of the transportation system for motorized and non-motorized users.</li> <li>3. Increase the security of the transportation system for motorized and non motorized users</li> <li>4. Increase the accessibility and mobility of people and for freight</li> <li>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns</li> <li>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight</li> <li>7. Promote efficient system management and operation</li> <li>8. Emphasis the preservation of the existing transportation system</li> </ol> |
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**C. Previous Accomplishments**

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|------------------------|--|
| <b>Objectives</b>      | <ul style="list-style-type: none"> <li>▪ Same as above except for the SB 375 requirements</li> </ul>                             |
| <b>Accomplishments</b> | <ul style="list-style-type: none"> <li>▪ MTC and ABAG completed 3 rounds of land use/transportation scenario analysis</li> </ul> |
| <b>Work Products</b>   | <ul style="list-style-type: none"> <li>▪ Staff memos and presentations on land use/transportation scenario analysis</li> </ul>   |

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Staff will prepare administrative modifications and amendments to the RTP, as needed. The number of RTP amendments are to be determined.	<ul style="list-style-type: none"> <li>▪ Administrative Amendment(s)</li> <li>▪ Amendment(s)</li> </ul>	7/01/12	6/30/13

2	Staff will continue to develop, manage, and monitor progress on the overall work plan and schedule for developing the RTP/SCS		7/01/12	6/30/13
3	Staff will prepare technical analysis on transportation elements of the RTP/SCS (such as investment strategy (March-May 2012), equity analysis of the preferred RTP/SCS (June – December 2012), identification of EIR alternatives to preferred RTP/SCS (June/July 2012), preparation of programmatic EIR (June – December 2012)	<ul style="list-style-type: none"> <li>▪ Technical memos and reports</li> </ul>	7/01/12	6/30/13
4	Staff will continue to bring transportation elements of the RTP/SCS to the Bay Area Partnership, SCS Regional Advisory Working Group, MTC Policy Advisory Council, ABAG Regional Planning Committee for technical review and input (see various elements and approximate timelines as described in Task 3). ABAG staff will continue to be responsible for the land use elements of the RTP/SCS.	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
5	Staff will continue to bring transportation elements of the RTP/SCS to the MTC Planning Committee, ABAG Administrative Committee, and Joint Policy Committee for review and input and Committee approval, as appropriate (see various elements and approximate timelines as described in Task 3). ABAG staff will continue to be responsible for the land use elements of the RTP/SCS.	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
6	Staff will continue to bring RTP/SCS items to the MTC Commission and ABAG Executive Board for review and approval (see various elements and approximate timelines as described in Task 3)	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
7	Staff will attend and present the RTP/SCS at meetings of transportation agencies, local jurisdictions, and others, as requested	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
8	Staff will prepare a public outreach summary based on task #7 that will	<ul style="list-style-type: none"> <li>▪ Staff report</li> <li>▪ Outreach guide</li> </ul>	7/01/12	6/30/13

- include a “lessons learned” section to help inform the outreach approach for next RTP
- |   |  |  |                |                |
|---|--|--|----------------|----------------|
| 9 | <p>Staff, with consultant assistance, will prepare the Draft EIR (June – December 2012), hold consultation meetings on mitigation measures with resource agencies, local jurisdictions, and stakeholders (September/October 2012), release the Draft EIR for public review (December 2012), hold public hearings on EIR (January – February 2013), prepare responses to comments (March 2013), and prepare Final EIR (March 2013). Certification of the EIR expected in April 2013. In addition, staff will prepare the draft RTP/SCS document (June – December 2012) and final document (March 2013). Adoption of Final RTP/SCS expected in April 2013.</p> | <ul style="list-style-type: none"> <li>▪ Technical Memos</li> <li>▪ Scoping Summaries</li> </ul> | <p>7/01/12</p> | <p>6/30/13</p> |
|---|--|--|----------------|----------------|

**F. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**     ▪ Future activities following the adoption of the RTP/SCS in April 2013 are to be determined.

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>374,037</b>	<b>199,683</b>	<b>37,000</b>	<b>200,000</b>	<b>810,721</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Local Funds</b>	<b>Total Revenues</b>
<b>350,000</b>	<b>100,000</b>	<b>360,721</b>	<b>0</b>	<b>810,721</b>

## Work Element 1122: Analyze Regional Data using GIS and Travel Models

### A. Project Description

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|--------------------|---|
| <b>Objectives</b>  | <ul style="list-style-type: none"><li>▪ Develop, maintain, and implement robust analytical tools capable of supporting all manner of agency activities, including regional planning, federal and state air quality conformity, and federal, state, and regional equity analyses.</li><li>▪ Develop, maintain, and implement robust mapping tools and data capable of supporting all manner of agency activities, including communicating with key stakeholders in an efficient, effective, and engaging manner.</li></ul>   |
| <b>Description</b> | <ul style="list-style-type: none"><li>▪ Federal and state air quality statutes rely heavily on regional travel demand models and other analytical tools to forecast the impact of transport projects and policies on the environment. MTC, as the Metropolitan Planning Organization (MPO), must implement analytical tools that meet the requirements of these statutes. MTC uses both the regional travel model as well as GIS tools to perform this work.</li><li>▪ California Senate Bill 375 requires MPOs to develop a Sustainable Communities Strategy as part of the Regional Transportation Plan that meet greenhouse gas (GHG) emission targets set by the California Air Resources Board. MTC, as the MPO, is required to use both analytical and visual tools to quantify and visualize the impact of transport projects and policies on greenhouse gas emissions.</li><li>▪ Federal, state, regional, and local governments all have a keen interest in ensuring that transportation funds are distributed in an equitable manner. MTC uses our full arsenal of analytical tools, including the travel model and GIS, to support robust equity analyses.</li><li>▪ Federal, state, regional, and local governments all have an interest in implementing an effective and efficient transportation system. MTC, cities, counties, and transit agencies use our analytical tools and data to support project, corridor, and regional-level planning studies.</li><li>▪ Analytical tools need constant maintenance and routine improvements. Such efforts require MTC to collect, retrieve, and summarize data, including large-scale home interview surveys, transit on-board surveys, Census data, land use and transportation data, and a large array of geo-spatial data.</li></ul> |

### B. Planning Factors Addressed

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|-----------------------------------|--|
| <b>Planning Factors Addressed</b> | <ol style="list-style-type: none"><li>1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</li><li>2. Increase the safety of the transportation system for motorized and non-motorized users.</li><li>3. Increase the security of the transportation system for motorized and non motorized users</li><li>4. Increase the accessibility and mobility of people and for freight</li><li>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns</li><li>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight</li><li>7. Promote efficient system management and operation</li><li>8. Emphasis the preservation of the existing transportation system</li></ol> |
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### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- Successfully applied a state-of-the-practice activity-based travel model to planning applications.
  - Successfully developed and implemented an interactive project data collection tool to support the Regional Transportation Plan.
  - Successfully developed and implemented an interactive Emergency Management System to support Emergency Response and Coordination activities for the Region's Transportation System.
- Work Products**
- Plan Bay Area Scenario Analysis Technical Memorandums
  - Model Development Documentation

### D. Work Plan (FY 2012-13)

Task No.	Task Description	Work Products	Start Date	End Date
1	Staff will support the EIR for the Sustainable Communities Strategy.	<ul style="list-style-type: none"> <li>▪ Technical memos, reports, and presentations</li> </ul>	7/01/12	6/30/13
2	Staff will continue collecting home-interview survey data through a joint effort with the California State Department of Transportation	<ul style="list-style-type: none"> <li>▪ Technical memos, reports, and presentations</li> </ul>	7/01/12	6/30/13
3	Staff continue collecting transit on-board survey data	<ul style="list-style-type: none"> <li>▪ Technical memos, reports, and presentations</li> </ul>	7/01/12	6/30/13
4	Staff will update the representation of transport supply within the travel model	<ul style="list-style-type: none"> <li>▪ Technical memos, reports, and presentations</li> </ul>	7/01/12	6/30/13
5	Staff will support all manner of agency planning activities with technical analysis, visual data summaries, and web based tools to facilitate information dissemination.	<ul style="list-style-type: none"> <li>▪ Maps, technical memos, reports, interactive mapping applications and presentations</li> </ul>	7/01/12	6/30/13
6	Staff will manage and maintain all geo-spatial data associated with the Transportation Improvement Plan and the RTP/SCS.	<ul style="list-style-type: none"> <li>▪ Maps, technical memos, reports, interactive mapping applications and presentations</li> </ul>	7/01/12	6/30/13
7	Staff will manage and maintain GIS base map database used by Bay Area Regional Transit Partners	<ul style="list-style-type: none"> <li>▪ Technical memos, reports, and presentations</li> </ul>	7/01/12	6/30/13

Note: Tasks to be revised based on recommendations forthcoming in MTC's federal Planning Certification Review.

**F. Anticipated Future Activities (FY 2013-14)**

Anticipated Future Activities      ■ Prepare data collection products for next round of travel model development

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>		<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>1,150,026</b>	<b>613,953</b>	<b>0</b>	<b>157,000</b>	<b>575,000</b>	<b>2,495,979</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>STP PL</b>	<b>General Fund</b>	<b>Local Funds</b>	<b>Total Revenues</b>
<b>1,775,000</b>	<b>200,000</b>	<b>338,000</b>	<b>32,979</b>	<b>150,000</b>	<b>2,495,979</b>

## Work Element 1124: Airport/Seaport/Freight Planning

### A. Project Description

<b>Objectives</b>	<ul style="list-style-type: none"> <li>▪ Implement the Regional Airport System Planning Analysis (RASPA) update (approved by the Regional Airport Planning Committee (RAPC) in September 2011). The RASPA update defines the needs and roles of the commercial and general aviation airports in the region</li> <li>▪ Implement recommendations and workplan (see below)</li> <li>▪ Continue to monitor/support the Northern California program for the State Infrastructure Bond Trade Corridor Improvement Fund (TCIF) and future federal funding</li> <li>▪ Update Regional Seaport Plan as needed</li> </ul>
<b>Description</b>	<p>Task 1: <u>RAPC Meetings</u> Objective: Maintain adequate staffing support for RAPC; responsible for developing agenda items with input from the airports.</p> <ul style="list-style-type: none"> <li>• Consult with airports and regional agency staff to develop agenda for meetings</li> <li>• Organize/prepare presentations</li> <li>• Write memos for meetings as required</li> <li>• Meeting follow-up as required</li> </ul> <p>Task 2: <u>Air Passenger Survey</u> (assumes airports fund and manage 2012 survey) Objective: Conduct the next regional airport passenger survey at Bay Area airports as well as out-of-region airline service airports. The survey will provide essential information to advance the region’s interest in air passenger redistribution and to improve MTC’s modeling tools for assessing air passenger behavior in choosing airports and ground transportation modes.</p> <ul style="list-style-type: none"> <li>• Obtain copies of past RFP, consultant mailing lists, consultant selection criteria etc. from MTC</li> <li>• Assist with reviewing the Request for Proposal (RFP) for a survey firm</li> <li>• Assist with evaluation of Proposals submitted by survey firms and consultant selection</li> <li>• Assist with developing questions for survey instrument itself</li> </ul> <p>Task 3: <u>Prepare first Tracking Report</u> Objective: The tracking report will provide information on the accuracy of the latest regional aviation forecasts, progress with redistribution of air passenger traffic, and severity of delays at SFO. The report will assist RAPC and the airports in determining the effectiveness of regional policies and initiatives to address forecasted runway and airspace congestion issues.</p>

	<ul style="list-style-type: none"> <li>• Coordinate with airports to obtain information for Tracking Report</li> <li>• Prepare outline and circulate proposed report outline to airports for review</li> <li>• Assemble data and write report</li> <li>• Coordinate with MTC Graphics and Public Information staff to prepare an attractive report for public and media consumption</li> <li>• Work with airports to foster media interest</li> <li>• Present report to RAPC</li> </ul> <p>Task 4: <u>Develop Regional Approach for Traffic Redistribution</u>  Objective: Working with the airports, develop new ideas for programs and strategies that could help shift more airline passenger service from SFO to OAK and SJC</p> <ul style="list-style-type: none"> <li>• Review current airport efforts to attract more service to OAK and SJC</li> <li>• Review airport marketing programs and discuss potential for a more coordinated regional approach</li> <li>• Develop list of most underserved airline markets at OAK/SJC</li> <li>• Regularly apprise RAPC of airline service additions/ deletions at each Bay Area airport</li> <li>• Track changes in air fares at each airport in competitive markets (airport assistance required)</li> <li>• Discuss ways that SFO's up gauging approach and FAA's Level 2 slot control program might be leveraged to increase airline interest in OAK and SJC</li> <li>• Identify key marketing questions for the next air passenger survey (above)</li> <li>• Participate in discussions with airports and airline route planning staffs to convey regional interests in traffic redistribution</li> <li>• Consult with business community to obtain their ideas</li> <li>• Consult with out-of-region airports to understand their airline marketing objectives</li> <li>• Possibly develop a marketing brochure that explains the region's long-term aviation goals and the need for traffic redistribution; have this ready to send out to the airlines and public if major delays arise at SFO in the future</li> </ul>
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- Also, develop media Op Ed material from RAPC Chair for publication when delays at SFO increase

Task 5: Implement a Legislative Advocacy Program

Objective: Develop a legislative strategy whereby Bay Area airport capacity and delay issues are given greater attention in Washington and there is a unified Bay Area legislative approach to addressing important issues such as Reauthorization and NextGen.

- Convene periodic meetings of MTC and airport legislative staffs to identify and discuss current legislative issues of importance to the Bay Area
- Develop position papers for RAPC and MTC's Legislative Committee
- In particular, develop positions that will help expedite NextGen deployment in the Bay Area, including incentives for airlines to equip with the latest technologies
- Explore forming NextGen legislative coalitions with other major metro areas experiencing airport and airspace congestion
- Engage airport and MTC lobbyists in Sacramento and Washington, DC in support of these positions
- Develop media interest in these issues
- Write letters from RAPC/MTC to Bay Area Congressional delegation as needed

Task 6: Airfield and Airspace Capacity

Objective: Monitor airport capacity and delay problems as well as implementation of runway and airspace improvements.

- Monitor Design and Implementation phase of FAA's Northern California Airspace and Procedures Optimization Study and schedule periodic briefings by FAA staff
- Identify any Bay Area airport issues or concerns with the above program and discuss with RAPC
- Provide regular progress reports to RAPC on SFO's key technology initiatives to improve capacity in poor weather conditions
- Assess impact of future airfield and air traffic control improvements on runway capacity as estimated in the latest RASPA update
- Monitor aircraft flight delays at SFO and report any significant increases in delays to RAPC

Task 7: Demand Management

Objective: Monitor the effectiveness of new demand management programs, both at SFO as well as other airports around the country

- Attend SFO airline delay forum meetings
- Provide regular reports to RAPC on SFO's Fly Efficient program (up gauging aircraft size)
- Monitor changes to airline schedules resulting from FAA's Level 2 slot control program
- Develop information for airports/RAPC on any new demand management programs around the country, particularly any that involve congestion pricing
- Monitor changes in federal legislation affecting an airport's ability to engage in demand management programs
- Attend meetings of general aviation airports and discuss strategies to increase their ability to serve in a reliever capacity

Task 8: Noise/Noise compatibility

Objective: Reduce long-term population exposure to airport noise, monitor the effects of air passenger traffic redistribution (to the extent that it is occurring) on airport noise levels at OAK/SJC, and have RAPC become more engaged in supporting ALUC decisions that would prevent new land use compatibility problems.

- Work with ABAG to ensure airport noise compatibility issues are given attention in their next regional land use forecasts being prepared as part of the Sustainable Community Strategy
- Monitor any significant changes/updates to current ALUC plans
- Discuss with ALUC staffs the possibility of RAPC becoming engaged inland use compatibility discussions they are having with local jurisdictions
- Monitor annual changes in airport 65 CNEL noise contours and population exposure
- Participate in any updates to airport Noise Exposure Maps (NEMs)
- Prepare case study report for RAPC on how current land use compatibility conflicts are being addressed by ALUCs, airports, and local jurisdictions

Task 9: Monitor General Aviation Needs.

- RAPC staff will continue assess general aviation needs

	<ul style="list-style-type: none"> <li>• RAPC will continue to include general aviation airports in all phases of planning, community outreach, and public participation processes associated with the RASP workplan</li> </ul> <p>Task 10. <u>Monitor and report to RAPC as needed.</u></p> <ul style="list-style-type: none"> <li>• Various studies being conducted by Bay Area airports, as outlined in their “work program” information provided to RAPC</li> <li>• HSR developments</li> <li>• New legislation/regulations affecting aircraft GHGs and criteria pollutants</li> <li>• New airport programs to reduce GHGs</li> </ul> <p><b>Monitor State Infrastructure Bond Trade Corridor Improvement Fund and Future Federal Funding</b></p> <ul style="list-style-type: none"> <li>• The California Transportation Commission (CTC) approved a \$3 billion program of projects for the Trade Corridor Improvement Fund (TCIF), part of the Proposition 1B directed \$2.0 billion of the state's roughly \$20 billion bond measure.</li> <li>• The slate of highway, rail and seaport improvements approved for funding included \$825 million for 14 projects in Northern California. Six of the 14 Northern California goods-movement projects approved by the CTC are in the Bay Area.</li> <li>• These include improvements at the Port of Oakland, relocation of the Interstate 80 Cordelia truck scales and the addition of an eastbound truck-climbing lane on Interstate 580 over the Altamont Pass</li> <li>• The CTC has determined that two of the projects in the Bay Area are high-risk, due to the potential lack of a full funding plan. The two projects – the Outer Harbor Intermodal Terminal (OHIT) and the 7<sup>th</sup> Street Grade Separation – are sponsored by the Port of Oakland, and have a combined total of \$240 million in TCIF funds. Due to the downturn of the economy since the original TCIF project application submittal, the Port has had difficulty securing funding for both projects. Staff to work with the CTC and the Northern California Trade Coalition to fund TCIF projects.</li> </ul> <p><b>Regional Seaport Planning</b></p> <ul style="list-style-type: none"> <li>• Seaport planning activities include amending the <i>Regional Seaport Plan</i> as necessary, monitoring of waterborne cargo forecasts and evaluating port ground access improvements.</li> <li>• The San Francisco Bay Area Seaport Plan is the product of a cooperative planning effort of the Metropolitan Transportation Commission (MTC) and the San Francisco Bay Conservation and Development Commission (BCDC).</li> <li>• The MTC uses the Seaport Plan to assist in making project funding decisions and managing the metropolitan transportation system, and BCDC uses the Seaport Plan to help guide its regulatory decisions on permit applications, consistency determinations, and related matters.</li> <li>• Areas determined to be necessary for future port development are</li> </ul>
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	<p>designated as <i>port priority use areas</i> and are reserved for port -related and other uses that will not impede development of the sites for port purposes. From time to time ports and developers ask that port priority areas be changed or eliminated to allow other land uses. Before BCDC will allow this change, an analysis must be conducted that determines if existing port priority use areas can accommodate projected growth, or if new areas need to be established.</p> <ul style="list-style-type: none"> <li>• In order to keep pace with the growing demands of the regional economy in a manner that minimizes negative impacts on mobility, safety, transportation security, and quality of life, MTC and its partner agencies must address a broad range of issues and develop effective strategies that support our airports, seaports and goods movement activities in the region.</li> </ul>
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**B. Planning Factors Addressed**

<b>Planning Factors Addressed</b>	<ol style="list-style-type: none"> <li>1. support the economic vitality of the region, especially its global competitiveness, productivity and efficiency;</li> <li>2. increase the security of the transportation system;</li> <li>3. increase accessibility and mobility for people and freight;</li> <li>4. protect and enhance the environment;</li> <li>5. enhance transportation system integration and connectivity;</li> <li>6. promote efficient management and operation, and</li> <li>7. emphasize the preservation of the existing transportation system.</li> </ol>
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**C. Previous Accomplishments**

<b>Objectives</b>	<ul style="list-style-type: none"> <li>▪ Same as above</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>▪ Goods Movement Initiatives (2009 Update)</li> <li>▪ Regional Airport System Planning Analysis Update 2011 (September 2011)</li> <li>▪ San Francisco Bay Area Seaport Plan (Amended through December 2011)</li> </ul>
<b>Work Products</b>	<ul style="list-style-type: none"> <li>▪ Same as above</li> </ul>

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Proposed RASPA Workplan	<ul style="list-style-type: none"> <li>▪ See above</li> </ul>	Ongoing	
2	Monitor Northern California program for the TCIF	<ul style="list-style-type: none"> <li>▪ Program of projects delivery</li> </ul>	Ongoing	
3	Regional Seaport Planning	<ul style="list-style-type: none"> <li>▪ Plan Amendments</li> </ul>	As needed	

**F. Anticipated Future Activities (FY 2013-14)**

<b>Anticipated Future Activities</b>	<ul style="list-style-type: none"> <li>▪ Same as above</li> </ul>
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**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Total Expenses</b>
<b>45,688</b>	<b>24,391</b>	<b>0</b>	<b>70,079</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Total Revenues</b>
<b>0</b>	<b>0</b>	<b>70,079</b>	<b>70,079</b>

## Work Element 1125: Non-Motorized Transportation Planning

### A. Project Description

- Objectives**
- Implement MTC's Routine Accommodations Policy to assist and encourage local jurisdictions to consider the needs of bicyclists and pedestrians in planning and project development.
  - Achieve MTC's Regional Transportation Plan (RTP) goals of CO<sub>2</sub> reduction, safety and mobility.
  - Prepare Regional Bicycle and Pedestrian Plan in consultation with Bay Area counties.
  - Provide policy for programming regional discretionary funding for the Regional Bikeways Network.
  - Collect and analyze performance measure data for levels of active transportation.
- Description**
- MTC's Routine Accommodations Policy (MTC Resolution No. 3765) calls for local agencies to plan for all roadway users needs in planning and project development. The Complete Streets Checklist is required to be completed by agencies receiving regional discretionary funding for project that affect the travel way.
  - The Regional Transportation Plan (RTP) is a blueprint that guides that Bay Area region's transportation development for a 25-year period. As a result of Senate Bill 375, MPOs are required to develop a Sustainable Communities Strategy to reach greenhouse gas (GHG) targets. Bicycling and walking are key components to achieving these targets.
  - The Regional Bicycle Plan identifies a network of regionally significant bicycle facilities, is a component of the RTP.
  - In 2006, MTC completed the Pedestrian Districts Study, which developed a typology of pedestrian districts and provided tools for local jurisdictions to plan for districts around transit hubs.

### B. Planning Factors Addressed

- Planning Factors Addressed**
1. Increase the safety of the transportation system for motorized and non-motorized users.
  2. Increase the security of the transportation system for motorized and non motorized users
  3. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
  4. Enhance the integration and connectivity of the transportation system, across and between modes.

### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- MTC adopted the Complete Streets Policy in 2006
  - MTC adopted the *Regional Bicycle Plan update* in April 2009.
  - The online Complete Streets Checklist was released in summer 2010
- Work Products**
- Regional Bicycle Plan (April 2009)
  - Regional Pedestrian Safety Summit (January 2010)
  - Pedestrian Districts Study (2006)

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Regional Bicycle and Pedestrian Plan update.	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	4/1/13
2	Continue to staff the Regional Bicycle Working Group and Regional Pedestrian Committee	<ul style="list-style-type: none"> <li>▪ Updated plan (2013)</li> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13
3	Staff will continue to evaluate, manage and monitor the implementation of the Complete Streets Checklist	<ul style="list-style-type: none"> <li>▪ Technical memos and reports</li> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> </ul>	7/01/12	6/30/13
4	Staff will manage the consultant contract to provide non-motorized training to local agencies	<ul style="list-style-type: none"> <li>▪ Presentation Materials</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	12/31/12

**F. Anticipated Future Activities (FY 2013-14)**

**Anticipated Future Activities**     ▪ Prepare draft and final Regional Bicycle and Pedestrian Plan

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>53,532</b>	<b>28,578</b>	<b>0</b>	<b>50,000</b>	<b>132,110</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Local Funds</b>	<b>Total Revenues</b>
<b>60,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>132,110</b>

## Work Element 1212: Performance Measurement and Monitoring

### A. Project Description

- Objectives**
- Work with Bay Area partners and other stakeholders to identify transportation system performance measures for use in long-range planning and monitoring performance of the transportation system consistent with federal Planning Emphasis Area
  - Prepare the *State of the System Report* in cooperation with Bay Area transportation agencies and the Association of Bay Area Governments (ABAG)
  - Prepare the regional Congestion Management Process (CMP)
- Description**
- Progress toward the SCS/RTP Performance targets will be monitored in part with a number of transportation system and regional housing indicators that will be collected and analyzed as part of supplemental analysis.
  - The *State of the System Report* has been produced on an annual basis beginning in 2002. It includes measures of transportation system performance for transportation modes from the user's perspective.
  - The CMP is required under federal guidelines and identifies congested areas and mobility issues through monitoring; identification, evaluation and selection of strategies to address congestion and mobility issues; and implementation of the selected strategies.

### B. Planning Factors Addressed

- Planning Factors Addressed**
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
  2. Increase the safety of the transportation system for motorized and non-motorized users.
  3. Increase the security of the transportation system for motorized and non motorized users
  4. Increase the accessibility and mobility of people and for freight
  5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
  6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
  7. Promote efficient system management and operation
  8. Emphasis the preservation of the existing transportation system

### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- MTC has adopted a Congestion Management Process (once called a Congestion Management System) approximately every two years since 1995
- Work Products**
- Transportation 2035 Plan Performance Assessment Report (December 2008)
  - State of the System data published on MTC website, since 2002
  - Performance Assessment of the Regional Transportation Improvement Program, since 2002
  - Bay Area Congestion Management Process, since 1995

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Assemble data and publish Bay Area Transportation: State of the System report to track progress toward performance targets in the SCS/RTP	<ul style="list-style-type: none"> <li>▪ Technical reports</li> <li>▪ Data posted to web site</li> </ul>	7/01/12	6/30/13
2	Update CMP	<ul style="list-style-type: none"> <li>▪ 2012 CMP Update</li> </ul>	7/01/12	12/31/12

**F. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**
- Prepare a State of the System report
  - Update the Bay Area Congestion Management Process

**F. Budget**

Salaries & Benefits	Indirect Services	Other Operating Expenses	Total Expenses
<b>301,973</b>	<b>161,211</b>	<b>0</b>	<b>463,184</b>

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Total Revenues
<b>200,000</b>	<b>200,000</b>	<b>63,184</b>	<b>463,184</b>

## Work Element 1311: Lifeline Transportation Planning

### A. Project Description

- Objectives**
- Improve mobility in the region's forty four Communities of Concern (COCs), identified as areas with either 30% low income or 70% minority populations or higher.
  - Understand the needs of different COCs through community based planning processes that result in clearly identified projects that will enhance mobility and can be funded with Lifeline or other funds.

**Description**

Lifeline Transportation Planning activities identify transportation needs and barriers faced by the region's low-income and minority communities of concern, and support local, collaborative process to prioritize solutions to those gaps via Community Based Transportation Planning. Staff continues to work closely with county Congestion Management Agencies to complete community-based transportation planning (CBTP) in the remaining COCs that do not have an adopted CBTP, and to advise and participate in updates that may be funded in the third Cycle of Lifeline Transportation Program funding. The remaining 14 plans are expected to be completed in FY12/13.

In addition, these activities inform and support the goals and strategies identified in the SAFETEA-mandated Coordinated Public Transit-Human Services Transportation Plan which was adopted by the Commission in December 2007 and is referenced in the Transportation 2035 Plan. The Coordinated Plan is in the process of being updated in conjunction with the adoption of Plan Bay Area in 2013. The purpose of this update is to engage stakeholders in reviewing and reaffirming regionally identified priorities for enhancing coordination of transportation services for low-income, senior, and disabled populations. Staff works with partner agencies to support regional and/or sub regional transportation coordination efforts. MTC staff will work closely with county Congestion Management Agencies, public transportation agencies, and human service transportation providers to support the development of successful transportation coordination activities in 2012/13.

Projects and solutions identified through these planning efforts are eligible for funding under MTC's Lifeline Transportation Program (described under WE 1310).

### B. Planning Factors Addressed

**Planning Factors Addressed** Provide more transportation choices; support existing communities; leverage Federal policies & investment; value communities and neighborhoods

### C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- Lifeline program evaluation (2011)
- Community Based Transportation Plans (ongoing)
- 

**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/>
- Coordinated Public Transit-Human Services Transportation Plan
- Lifeline Transportation Program Evaluation (completed 2011)

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Community Based Transportation Plans (local jurisdictions, TBD)	Finish all remaining Community-based plans; oversee updates of older plans as implemented by CMAs	July 2012	June 2013
2	Support strategies outlined in the Coordinated Public Transit-Human Services Transportation Plan, including transportation/land use connections and mobility management	Lifeline and other projects implemented consistent with the Coordinated Plan, Regional Mobility Management Project (see WE 1310)	July 2012	June 2013
3	Update Coordinated Public Transit Human Services Transportation Plan	Coordinated Public Transit-Human Services Transportation Plan Update	July 2012	December 2012

**F. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**
- Support priority strategies identified in the Coordinated Public Transit-Human Services Transportation Plan update
  - Continued administrative refinements to Lifeline Program per recommendations from 2011 Program Evaluation.
  - Completion of CBTPs for communities identified as of April 2008
  - Updates to CBTPs adopted prior to 2006

**F. Budget**

Salaries & Benefits	Indirect Services	Other Operating Expenses	Total Expenses
112,799	60,219	0	173,017

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Total Revenues
100,000	0	73,017	173,017

## Work Element 1312: Support Title VI and Environmental Justice

### A. Project Description

**Objectives** Support Title VI and Environmental Justice

**Description** MTC is committed to ensuring that no person is excluded from participation in, denied the benefits of, or discriminated against under its projects, programs or activities on the basis of race, color, creed, national origin, sex or age, as provided in Title VI of the Civil Rights Act and 49 Code of Federal Regulations Section 5332.

### B. Factors Addressed

**Factors Addressed** MTC is committed to:

- Increase the accessibility and mobility of people and for freight

### C. Previous Accomplishments

**Planning** Same as above

**Objectives**

## Accomplishments

Beneficiary Notifications: MTC informs members of the public of their rights under Title VI in a number of ways, including notification at the MTC offices, on MTC's website and in MTC's Library. MTC incorporates notice of the availability of language assistance into its existing outreach materials. For special projects, such as the region's long-range transportation plan, MTC works with stakeholders to inform LEP individuals of available services, including the availability of language assistance services. Please visit [http://www.mtc.ca.gov/get\\_involved/lep.htm](http://www.mtc.ca.gov/get_involved/lep.htm) for a sampling of information provided.

Limited English Proficient (LEP) Persons: In September 2010, the Commission adopted its *Plan for Special Language Services to Limited English Proficient (LEP) Populations*. The Plan for *Special Language Services to Limited English Proficient (LEP) Populations* can be viewed at: [http://www.mtc.ca.gov/get\\_involved/lep.htm](http://www.mtc.ca.gov/get_involved/lep.htm)

Public Participation Plan (PPP): MTC's Final 2010 Public Participation Plan was adopted by the Commission on December 15, 2010. The PPP can be viewed at: [http://www.mtc.ca.gov/get\\_involved/participation\\_plan.htm](http://www.mtc.ca.gov/get_involved/participation_plan.htm)

### Outreach related to the 2013 Sustainable Communities Strategy/Regional Transportation Plan

(SCS/RTP): Within the limits of available funding, public engagement efforts for the SCS/RTP will include, but may not be limited to:

- Public workshops in all nine Bay Area counties;
- Grants to community non-profit organizations in communities of concern for assistance in engaging their residents;
- Specialized focus groups;
- A statistically relevant public opinion poll (also available in languages other than English); and
- Use of techniques to involve the public, including low-income communities and communities of color.

Equity Analysis of Regional Transportation Plan/Sustainable Communities Strategy. In FY 11/12, MTC initiated a Regional Equity Working Group to assist the regional agencies in identifying equity issues, an analysis framework, and supportive policies that can add value to the process and/or address identified issues.

In FY 12/13, this group will continue to meet monthly throughout the development of the RTP and Sustainable Communities Strategy with the goal advising staff in delivering an Equity Analysis of the Draft RTP/SCS and all Title VI/EJ requirements for the metropolitan planning process. Interim results of the work can be found here:

<http://www.onebayarea.org/pdf/EquityAnalysisOverview.pdf>

## Work Products

- Define and complete a short-range snapshot analysis (June, 2010)
- TIP Investment Analysis Report (September, 2010)
- Title VI Quadrennial Report (November 2010)
- Revised Program Management Plan (December 2010)
- Final 2010 Public Participation Plan
- Plan for Special Language Services to Limited English Proficient (LEP)

Populations

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Develop and implement public outreach activities for regional transportation plans that engage EJ communities.	<ul style="list-style-type: none"> <li>▪ Meeting agendas and notes</li> <li>▪ Presentation Materials</li> <li>▪ Staff reports</li> </ul>	7/01/12	6/30/13
2	Continue to prepare all necessary Title VI reports.		7/01/12	6/30/13
3	Continue to develop and implement equity analysis methodology for RTP and Sustainable Communities strategy in partnership with advisors and other stakeholders via the Regional Equity Working Group	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	4/30/12
4	Continue to work with Policy Advisory Council, the Bay Area Partnership, and other stakeholder groups on actions that will advance environmental justice in the region.	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation Materials</li> <li>▪ Technical reports</li> <li>▪ Meeting agendas and notes</li> </ul>	7/01/12	6/30/13

**F. Anticipated Future Activities (FY 2013-14)**

<b>Anticipated Future Activities</b>	Participate in Title VI Working Group
	Prepare Title VI reports
	Public outreach activities for regional transportation plans that engage EJ communities.
	Complete equity analysis of RTP and Sustainable Communities Strategy
	Research best practices around the nation for other any investment/equity analysis methods
	Engage with partners and the public to refine the TIP investment analysis process and develop the Draft 2013 TIP Equity/ Investment analysis.

**Budget:**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>125,262</b>	<b>66,873</b>	<b>0</b>	<b>0</b>	<b>192,135</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Local Funds</b>	<b>Total Revenues</b>
<b>100,000</b>	<b>0</b>	<b>92,135</b>	<b>0</b>	<b>192,135</b>

## Work Element 1412: Transportation Conformity & Air Quality Planning

### A. Project Description

#### Objectives

- Prepare State Implementation Plans to demonstrate how the San Francisco Bay Area air basin achieves applicable federal air quality standards.
- Demonstrate that the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) prepared by MTC conform to the purpose of the State Implementation Plan (SIP) through a transportation conformity process required by the Clean Air Act Section 176(c) (42 U.S.C. 7506(c)).
- Conduct air quality planning and policy analysis in response to federal and state air quality regulations.

#### Description

##### State Implementation Plan

- MTC is a co-lead agency, along with Bay Area Air Quality Management District (BAAQMD) and Association of Bay Area Governments (ABAG), for preparation of State Implementation Plan (SIP). More specifically, MTC develops and analyzes Transportation Control Measures (TCMs) for potential inclusion in attainment and potential maintenance plans.
- In June 2004, the Bay Area was designated as a marginal nonattainment area of the national 8-hour ozone standard. US EPA lowered the national 8-hour ozone standard from 0.80 to 0.75 PPM (i.e. 75 ppb) effective May 27, 2008. EPA is to revisit the standard in 2013. The latest approved SIP for ozone is the *2001 Ozone Attainment Plan*.
- U.S. EPA lowered the 24-hour PM<sub>2.5</sub> standard from 65 µg/m<sup>3</sup> to 35 µg/m<sup>3</sup> in 2006. U.S. EPA designated the Bay Area as nonattainment of the PM<sub>2.5</sub> standard on October 8, 2009. The effective date of the designation was December 14, 2009 and the Bay Area Air Quality Management District has three years to develop the SIP that demonstrates the Bay Area will achieve the revised standard by December 14, 2014. The SIP for the new PM<sub>2.5</sub> standard must be submitted to the U.S. EPA by December 14, 2012. The BAAQMD will prepare an abbreviated PM<sub>2.5</sub> SIP to demonstrate Bay Area compliance to the standard; this SIP process is slated to begin in February 2012.

##### Transportation Conformity

- The Transportation-Air Quality Conformity Analysis prepared by MTC is a technical analysis that demonstrates how the transportation activities in the RTP and TIP will not cause new air quality violations, worsen existing violations, or delay timely attainment of the national ambient air quality standards. The goal of transportation conformity is to ensure that Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funding and approvals are given to highway and public transportation activities that are consistent with air quality goals. The air quality standards addressed in the conformity analysis include ozone, carbon monoxide and fine particulate matter (PM<sub>2.5</sub>) standards.
- MTC's Resolution No. 3757 outlines procedures to be undertaken by the MTC, U.S. Environmental Protection Agency (EPA), California Department of Transportation (Caltrans), FHWA, FTA, State and local air agencies and, before making transportation conformity determinations on the RTP and Transportation Improvement Program (TIP). Interagency consultation on transportation conformity and related air quality planning is facilitated through MTC's Air Quality Conformity Task Force.

- MTC’s Resolution No. 3946 outlines procedures to be undertaken by MTC, EPA, Caltrans, FHWA, FTA, and State and local air agencies regarding interagency consultation procedures for PM<sub>2.5</sub> hot-spot analysis for the Bay Area. Interagency consultation on project-level PM<sub>2.5</sub> conformity is also facilitated through MTC’s Air Quality Conformity Task Force. Because the Bay Area is designated as a PM<sub>2.5</sub> non-attainment area, Bay Area project sponsors are required to undergo project level conformity determinations for PM<sub>2.5</sub> if their project meets certain criteria for projects of air quality concern.

**Air Quality Planning & Policy Analysis**

- MTC performs air quality and planning analysis on a wide range of federal and state air quality regulations and policies.
- MTC coordinates with the California Air Resources Board on the development of its regional emissions analysis, and prepare model assumptions and analysis for use by CARB.
- MTC assists the BAAQMD in preparing air quality planning and analysis for state-mandated Clean Air Plans, including the development of TCMs. In addition, MTC prepares annual reports on the implementation of TCMs in the adopted CAP. The latest CAP is the *2010 Clean Air Plan* adopted by BAAQMD in October 2010.
- MTC plans, develops and manages various air quality and climate protection policies, strategies and initiatives to address state and federal air quality requirements.

**B. Planning Factors Addressed**

<b>Planning Factors Addressed</b>	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
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**C. Previous Accomplishments**

<b>Objectives</b>	<ul style="list-style-type: none"> <li>▪ Same as above</li> </ul>
<b>Accomplishments</b>	<ul style="list-style-type: none"> <li>▪ MTC adopted MTC Resolution No. 3946, which outlines procedures for interagency consultation on PM<sub>2.5</sub> project-level conformity.</li> <li>▪ MTC prepared the <i>Transportation-Conformity Analysis for the 2011 Transportation Improvement Program and Transportation 2035 Plan</i>, which was approved by the Commission in October 2010. FHWA and FTA issued joint approve of this conformity determination in December 2010.</li> <li>▪ MTC developed the TCMs for inclusion in the BAAQMD’s 2010 Bay Area Clean Air Plan.</li> </ul>
<b>Work Products</b>	<ul style="list-style-type: none"> <li>▪ MTC Resolution No. 3946</li> <li>▪ Transportation-Air Quality Conformity Analysis for the 2011 Transportation Improvement Program and Transportation 2035 Plan</li> <li>▪ 2010 Bay Area Clean Air Plan</li> </ul>

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Staff will conduct interagency consultation regarding transportation conformity, PM <sub>2.5</sub> project-level	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Air Quality Conformity Task</li> </ul>	7/01/12	6/30/13

	conformity, and other air quality issues through MTC's Transportation Air Quality Conformity Task. The Task Force meets on a monthly basis, due primarily to the PM2.5 project-level conformity interagency consultation needs.		Force meeting agendas, meeting materials, and summary notes		
2	Staff will prepare transportation-air quality conformity analysis on RTP and TIP amendments, as needed. Staff anticipates preparing a conformity analysis for the 2013 TIP, as well as one for the 2013 RTP/SCS and 2013 TIP Update.	<ul style="list-style-type: none"> <li>▪ Transportation conformity analysis</li> </ul>		7/01/12	6/30/13
3	Staff will coordinate with BAAQMD and ABAG on preparation of the abbreviated PM2.5 SIP.	<ul style="list-style-type: none"> <li>▪ Consultation meetings</li> </ul>		7/01/12	6/30/13
4	Staff will coordinate with the CARB on state air quality planning issues and emissions model development or update, as needed.	<ul style="list-style-type: none"> <li>▪ Consultation meetings</li> <li>▪ Technical memos</li> <li>▪ Data Exchange</li> </ul>		7/01/12	6/30/13
5	Staff will prepare annual TCM progress reports for the 2010 CAP.	<ul style="list-style-type: none"> <li>▪ Report</li> </ul>		7/01/12	6/30/13
6	Staff will plan, develop and prepare various air quality and climate protection policies, strategies and initiatives in response to state and federal air quality requirements.	<ul style="list-style-type: none"> <li>▪ To be determined</li> </ul>		7/01/12	6/30/13

#### F. Anticipated Future Activities (FY 2013-14)

<b>Anticipated Future Activities</b>	<ul style="list-style-type: none"> <li>▪ Work with BAAQMD to prepare abbreviated PM2.5 SIP.</li> <li>▪ Prepare draft and final Transportation-Air Quality Conformity Analysis for the 2015 TIP.</li> <li>▪ Prepare draft and final Transportation-Air Quality Conformity Analysis for the 2015 Regional Transportation Plan and 2015 TIP Update</li> </ul>
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#### F. Budget

Salaries & Benefits	Indirect Services	Other Operating Expenses	Consultant	Total Expenses
230,066	122,823	0	200,000	552,888

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Local Funds	Total Revenues
150,000	20,000	382,888	0	552,888

## Work Element 1612: MTC/ABAG Planning

### Description

The Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG), as the Metropolitan Planning Organization (MPO) and Council of Governments (COG) respectively, are charged with developing the region's first Sustainable Communities Strategy (SCS) call *Plan Bay Area* to implement SB 375 in the nine-county San Francisco Bay Area. This planning work will leverage these partnerships to build support for the successful adoption of a SCS that meets the region's greenhouse gas reduction target established by the California Air Resources Board and future housing demand for all income categories. *One Bay Area: A Community Strategy for a Sustainable Region* is the broader regional planning framework that will support the development of a draft SCS in adopted in spring 2013.

### Ongoing tasks:

- TASK 1: Support Targeted Community Engagement in Disadvantaged Communities
- Sub-Task 1.1
- Budget \$40,000
- Convene CBOs in one meeting to discuss Alternative Scenarios and identify strategies to engage communities of concern
- Sub-Task 1.2
- Budget \$40,000
- Provide outreach direction and guidelines to communities based organizations that will design and host focus groups and workshops for communities of concern
- Sub-Task 1.3
- Budget \$20,000
- Oversee and assist with publicizing nine county public workshops
- TASK 2: Develop Visualization Tool to Engage Stakeholders in SCS Policy Discussion
- Budget \$100,000
- Sub-Task 2.1 Develop a tool that demonstrates the impact of different growth scenarios, illustrates how transportation and land use models are used in the SCS process, and how different policy levers influence the scenarios
- Task 3: Monitor Progress on adopted indicators and plan implementation
- Task 4: Maximize SB 375 CEQA Benefits
- Task 5: Coordinate with Adjoining MPOs and COGs on Interregional Planning Issues
- Task 6: Support Local Government Implementation of SCS Strategies with grants and technical support from staff
- Task 7: Connect SCS Planning effort to the Housing and Urban Development Regional Sustainable Communities Planning Grant to a Regional Economic Development Strategy and Supporting Initiatives (anticipated start date 6/15/2012).

<b>Products</b>	<b>Estimated Completion Date</b>
Targeted engagement and public workshop reports	Ongoing FY 12/13
Implement visualization tools for public engagement	Ongoing FY 12/13
Monitor Performance Indicators	Ongoing FY 12/13
Identified set of CEQA benefits for projects consistent with the SCS via CEQA/NEPA documentation for SCS	March 2013
Ongoing inter-regional coordination on issues with neighboring MPOs	Ongoing FY 12/13
Support SCS Implementation	Ongoing FY 12/13
Regional Economic development strategy report	Ongoing FY 12/13

**Budget:**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>300,000</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Prop 84 Planning</b>	<b>Total Revenues</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>300,000</b>

## **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**
- **Library Services**

<b>Major Products to be delivered in FY 2012-13</b>	<b>Estimated Completion Dates</b>
Annual Report to Sacramento delegation	Winter 2012
Annual Report to Congressional Delegation	Winter 2012

## **Work Element 1112: Implement Public Information Program**

### **A. Project Description**

#### **Objectives**

- Involve the interested public in transportation planning, fund programming and allocation processes, including those in under-represented groups.
- Inform the media and public about current transportation activities, including regional operations projects, such as 511, Clipper (formerly TransLink®) and Freeway Service Patrol.
- Provide opportunities for early and continuous 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.
- Provide opportunities for public participation in the development of the Regional Transportation Plan/Sustainable Communities Strategy.
- Promote the use of the alternate transportation modes through marketing and public information programs.
- Manage the Climate Initiatives Public Outreach Program.

#### **Description**

##### **Public Participation under SAFETEA, SB 375**

- The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users — better known as SAFETEA — signed into law in 2005, underscores the need for public involvement and requires metropolitan planning agencies such as MTC to “provide citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation and other interested parties with a reasonable opportunity to comment” on transportation plans and programs.
- SAFETEA legislation also requires MTC — when developing the Regional Transportation Plan and the Transportation Improvement Program (TIP) — to coordinate transportation plans with expected growth, economic development, environmental protection and other related planning activities within our region. Toward this end, this Public Participation Plan outlines key decision points for consulting with affected local, regional, state and federal agencies and Tribal governments.
- Under a new state law (SB 375, Steinberg, Chapter 728, 2008 Statutes), MTC and the Association of Bay Area Governments must develop a regional Sustainable Communities Strategy to integrate planning for growth and housing with long-range transportation investments, including goals for reducing greenhouse gas emissions for cars and light trucks. The law calls upon the Metropolitan Transportation Commission (MTC) to develop a plan to involve the public in this process. The goal is to promote an open, transparent process that encourages the ongoing and active participation of local governments and a broad range of stakeholders.

##### **Public Participation Plan**

- SB 375 calls for a separate Public Participation Plan for development of the Sustainable Communities Strategy and the regional transportation plan. This plan is rooted in the principles that are included in MTC’s federally required Public Participation Plan, along with the new requirements as outlined in SB 375.

## **B. Planning Factors Addressed**

- |                                   |  |
|-----------------------------------|--|
| <b>Planning Factors Addressed</b> | <ol style="list-style-type: none"><li>1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</li><li>2. Increase the safety of the transportation system for motorized and non-motorized users.</li><li>3. Increase the security of the transportation system for motorized and non-motorized users</li><li>4. Increase the accessibility and mobility of people and for freight</li><li>5. Target underrepresented groups in MTC's outreach efforts, ensuring equity in our planning efforts.</li><li>6. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns</li><li>7. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight</li><li>8. Promote efficient system management and operation</li><li>9. Emphasis the preservation of the existing transportation system</li></ol> |
|-----------------------------------|--|

## **C. Previous Accomplishments**

- |                        |  |
|------------------------|--|
| <b>Objectives</b>      | <ul style="list-style-type: none"><li>• Same as above</li></ul>  |
| <b>Accomplishments</b> | <ul style="list-style-type: none"><li>• Spring 2011 Outreach for Plan Bay Area</li><li>• MTC's Annual Report</li><li>• <i>Transactions</i> newsletter</li><li>• Press releases, media advisories, etc.</li><li>• E-mail notifications</li><li>• Brochures, postcards</li><li>• Web site updates</li><li>• Public meetings, workshops and regional forums</li><li>• Videos and social media content</li></ul> |
| <b>Work Products</b>   |  |

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Support public meetings and other public participation activities per Public Participation Plan	Meetings and briefing materials	7/01/12	6/30/13
2	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	News releases, press packets, press events, articles	7/01/12	6/30/13
3	Oversee content and design for the agency's primary Web site as well as the BATA Web site; develop subsidiary Web sites as needed	MTC Website, BATA Website	7/01/12	6/30/13
4	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	Public Participation Plan	7/01/12	6/30/13
5	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	Government-to-Government Consultation to Native American Tribes report	7/01/12	6/30/13
6	Manage the Regional Measure 2 Marketing Program	N/A	7/01/12	6/30/13
7	Manage Climate Initiatives Outreach Program	Social marketing campaign, School and Youth Outreach Program	7/01/12	6/30/13
8	Transactions newsletter, annual report and other agency information products	Newsletters, reports	7/01/12	6/30/13
9	Provide editorial support to agency (including speeches, brochures, etc)	N/A	7/01/12	6/30/13

**F. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**   ▪ Support outreach related to adoption of the RTP/SCS Plan and related supplementary reports

**Budget:**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>1,768,668</b>	<b>944,220</b>	<b>200,000</b>	<b>0</b>	<b>2,912,888</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Prop 84</b>	<b>Total Revenues</b>
<b>2,400,000</b>	<b>200,000</b>	<b>312,888</b>	<b>0</b>	<b>2,912,888</b>

## Work Element 1156: Library Services

### A. Project Description

#### Objectives

- 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.

#### Description

- The MTC/ABAG Library, managed by the Metropolitan Transportation Commission (MTC) and also sponsored in part by the Association of Bay Area Governments (ABAG), has an extensive collection of reports, books, and magazines, covering transportation planning, demographics, economic analysis, public policy issues and regional planning in the San Francisco Bay Area, and is designed to meet the information needs of government agencies, researchers, students, the media and anyone else who is interested in transportation, regional planning and related fields.
- The library houses 23,000 books, periodicals and reports, including local, California and federal government documents, all MTC and ABAG publications, city and county general plans and environmental reports, traffic counts and forecasts, 1,000 serial titles (magazines, newspapers, annual reports, etc.), demographic data including U.S. Census reports for 1960-1990, earthquake maps, transportation and urban planning, construction reports for bridges, tunnels and roads, housing, public policy, economics and regional planning.
- The library is open to the public and participates in interlibrary loans.
- The library provides extensive reference assistance by telephone, email, fax and in-person.

### B. Planning Factors Addressed

#### Planning Factors Addressed

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility of people and for freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management and operation
8. Emphasis the preservation of the existing transportation system

### C. Previous Accomplishments

**Objectives** • Same as above

**Accomplishments** • Same as below.

**Work Products**

- Electronic news clippings summary
- Updates to Library Holdings
- MTC Publications Bibliography
- MTC Web Pages
- New in the Library Bibliography

### D. Work Plan (FY 2012-13)

Task No.	Task Description	Work Products	Start Date	End Date
1	<ul style="list-style-type: none"> <li>• Manage MTC-ABAG Library, maintain a collection of print and electronic format documents and sources of information that support the work of MTC and ABAG</li> </ul>	•	7/01/12	6/30/13
2	<ul style="list-style-type: none"> <li>• Provide reference services to MTC Commission and staff and to ABAG staff, as well as to outside agencies and the public</li> </ul>	•	7/01/12	6/30/13
3	<ul style="list-style-type: none"> <li>• Screen major media, prepare and disseminate daily electronic "Transportation Headlines" compilation via email and Web</li> </ul>	• Daily email	7/01/12	6/30/13
4	<ul style="list-style-type: none"> <li>• Maintain the MTC Records Management Program for archiving internal records</li> </ul>	•	7/01/12	6/30/13
5	<ul style="list-style-type: none"> <li>• Maintain the MTC Publications Distribution Center</li> </ul>	•	7/01/12	6/30/13
6	<ul style="list-style-type: none"> <li>• Publish bibliographies of MTC and ABAG publications</li> </ul>	• Bibliographies	7/01/12	6/30/13
7	<ul style="list-style-type: none"> <li>• Provide electronic access to Library catalog through the Internet</li> </ul>	•	7/01/12	6/30/13
8	<ul style="list-style-type: none"> <li>• Publish a quarterly listing of library acquisitions</li> </ul>	•	7/01/12	6/30/13
9	<ul style="list-style-type: none"> <li>• Maintain the library and publications sections of</li> </ul>	• Web pages	7/01/12	6/30/13

	MTC's Web page			
10	<ul style="list-style-type: none"> <li>Serve as an affiliate of the State Data Center</li> </ul>	●—	7/01/12	6/30/13
11	<ul style="list-style-type: none"> <li>Maintain the Bay Area Census Web site</li> </ul>	<ul style="list-style-type: none"> <li>Web statistics</li> </ul>	7/01/12	6/30/13
12	<ul style="list-style-type: none"> <li>Manage the Electronic Information Delivery Service (Gov Delivery)</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	7/01/12	6/30/13

**E. Anticipated Future Activities (FY 2013-14)**

Anticipated Future Activities      ■ Same as above

**F. Budget**

Salaries & Benefits	Indirect Services	Other Operating Expenses	Consultant	Total Expenses
260,134	138,875	0	0	399,009

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Prop 84	Total Revenues
100,000	100,000	199,009	0	399,009

## **Work Element 1230: Improve Highway 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 Programs**

- **Emergency response and security programs**
- **Implement the Regional Express Lanes Network**

## Work Element 1229: Emergency Response and Security Program

### A. Project Description

#### Objectives

- Work with state, regional and local agencies to ensure timely and coordinated response to any regional emergency, through advanced planning and preparation such as the development of regional emergency response coordination plans, the Regional Transportation Emergency & Security Planning Report, the facilitation of regional transportation emergency preparedness exercises and coordination of security training for transportation agency personnel.
- Support federal legislation to promote adequate security funding for multimodal transportation systems.
- Support federal legislation to ensure timely reimbursement of emergency funding used to repair damaged transportation infrastructure.

#### Description

- MTC's regional emergency response and security planning efforts focus on ensuring emergency response readiness and securing critical transportation infrastructure.
- MTC has established a regional transportation emergency preparedness goal to coordinate response and recovery efforts resulting from man-made and natural events in order to minimize the threat and impact to lives, property and the regional economy.
- These efforts include the development of regional emergency response plans; serving as a regional clearinghouse during the immediate response and recovery phase of an emergency; and coordination of annual emergency preparedness exercises.

### B. Federal Planning Factors

#### Planning Factors Addressed

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase security of the transportation system for motorized and non-motorized users.
4. Enhance the integration and connectivity of the transportation system, across and between modes, people and freight.

### C. Previous Accomplishments

- Objectives**
- Enhance emergency multimodal response and coordination capabilities of regional transportation agencies
- Accomplishments**
- Conduct of October 2011 Regional Tabletop Exercise
  - Contribute to the development of the regional Local Hazard Mitigation Plan and Mass Transportation Evacuation Plan
- Work Products**
- Exercise Plans, Manuals, After Action Reports and Improvement Plans

Task No.	Task Description	Work Products	Start Date	End Date
1	<p>Tabletop Exercise (Annual)</p> <p><i>MTC shall work with the Trans Response Steering Committee and the exercise design team to define and develop the scenario to be used for the tabletop exercise/workshop. It is anticipated that the tabletop exercise/workshop scenario will be based on corrective actions identified from previously conducted exercises.</i></p>	<p>Conduct of 2012 Tabletop/Workshop</p> <p>Three-year program of workshops and Tabletop/Exercises</p>	<p>October 2012</p> <p>TBD</p>	<p>Dec 2012</p> <p>(Various)</p>
2	<p>Functional Exercise (Annual)</p> <p><i>Conduct of functional exercise that will build upon the tabletop exercise or workshop conducted in Task 1.</i></p>	<p>Conduct Exercise</p> <p>Exercise Manual, After Action Report &amp; Improvement Plan</p> <p>Conduc Exercise</p>	<p>June 2012</p> <p>May 2013</p>	<p>August 2012 (Complete Documents)</p> <p>June 2013 (Complete Documents)</p>
3	<p>Develop Business Continuity of Operations Plan (COOP)</p> <p><i>Assist with the development of a Continuity of Operations Plan for the region's transportation agencies to serve as a tool to ensure that an agency is able to perform its critical functions following a regional incident or disaster.</i></p>	<p>Continuity of Operations Plan</p>	<p>TBD</p>	<p>TBD</p>
4	<p>Training – 3 year program</p> <p><i>Conduct annual emergency preparedness training.</i></p>	<p>Refined Online EOC Training</p>	<p>Ongoing</p>	<p>Conducted Annually</p>

5	<p>Regional Transportation Asset Database</p> <p><i>Identify the functional requirements and review the feasibility of developing a common information exchange system for establishing and maintaining transportation asset situational awareness.</i></p>	Feasibility Study for development of a regional database	TBD	TBD
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### E. Anticipated Future Activities (FY 13-14)

**Anticipated Future Activities**

- Continue to conduct regional transportation emergency preparedness exercises
- Continue to assist Bay Area Paratransit Technical Assistance Program with the development of emergency response plans, consistent with the RTEMP/TRP
- Assist with creating a GIS based regional transportation asset database
- Participate in regional recovery coordination and planning efforts
- Participate in the development of a Waterborne Regional Response Plan

Salaries & Benefits	Indirect Services	Other Operating Expenses	Consultant	Total Expenses
384,097	205,054	0	370,000	959,152

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Prop 84	Total Revenues
150,000	200,000	609,152	0	959,152

## Work Element 1236: Implement the Regional Express Lanes Network

### A. Project Description

- Objectives**
- Implement the Regional Express Lanes Network, as called for in the *Transportation 2035 Plan*
  - Take the steps required to:
    - Secure state and federal authority to implement the network
    - Develop a detailed financial plan
    - Begin the Caltrans project-development process
  - Explore the potential for public private partnerships and alternative delivery strategies
- Description**
- The region's long range transportation plan *Transportation 2035* includes a network of express lanes (or high occupancy toll lanes).
  - The network would be developed by converting existing HOV lanes to express lanes and building new segments to close gaps in the existing system.
  - This network will: improve mobility by providing travelers another travel option; maximize the efficiency and throughput of existing and planned capacity; generate revenue needed to build and complete the express lane network; support transit and ridesharing by creating fast and reliable travel for express bus riders and carpoolers.
  - Express lane projects are authorized explicitly and are already under development in 4 corridors in Alameda and Santa Clara counties. The regional network will build on these efforts.
  - In 2011, the CTC found MTC eligible to develop and implement an express lane network on portions of I-80, I-880, I-680, SR-92 and SR-84.
  - All activities for express lanes will be closely coordinated with Caltrans, CHP and the CMAs.
  - State legislation enacted in 2009 creates additional options for financing and delivering projects such as the express lane network; these options may also be applicable to other projects in the RTP.
    - California Transportation Financing Authority can give MTC authority to bond finance express lanes and implement them - AB 798 (Nava)
    - CTC can authorize MTC to pursue public private partnership - SB4 (Codgill)

### B. Planning Factors Addressed

- Planning Factors Addressed**
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
  2. Increase the safety of the transportation system for motorized and non-motorized users.
  4. Increase the accessibility and mobility of people and for freight
  5. Protect and enhance the environment and promote energy conservation
  6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
  7. Promote efficient system management and operation

### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- MTC included the Regional Express Lanes Network in the Transportation 2035 Plan
  - MTC has hired a panel of consultant expertise to assess and advise the Commission on potential opportunities for public private partnerships
- Work Products**
- Application to the California Transportation Commission under SB 1467 (October 2011)
  - Bay Area HOT Network Study (December 2008 Update)
  - 2002 High-Occupancy-Vehicle (HOV) Lane Master Plan Update (March 2003)

### D. Work Plan (FY 2012-13)

Task No.	Task Description	Work Products	Start Date	End Date
1	Manage project development tasks the Regional Express Lanes Network including*: <ul style="list-style-type: none"> <li>▪ Environmental review</li> <li>▪ Concept of operations</li> <li>▪ Tolling system planning</li> <li>▪ Mobility and air quality benefits</li> <li>▪ Traffic and Revenue forecast</li> <li>▪ Financial Analysis</li> </ul> * Oversight only funded through Consolidated Planning Grant funds. Consultant work on the technical studies is funded through other sources	<ul style="list-style-type: none"> <li>▪ Technical reports</li> </ul>	7/1/12	12/31/12
2	Develop applications and manage subsequent planning efforts to secure authority to implement the network, including: <ul style="list-style-type: none"> <li>▪ Federal tolling authority</li> <li>▪ Financing authority, if appropriate</li> </ul>	<ul style="list-style-type: none"> <li>▪ Technical reports</li> <li>▪ Application materials</li> </ul>	7/1/12	6/30/13
3	Evaluate potential opportunities for public private partnerships and alternative delivery strategies for the Regional Express Lanes Network and other projects in the Long Range Plan	<ul style="list-style-type: none"> <li>▪ Technical reports</li> </ul>	7/1/12	6/30/13
4	Staff will continue to meet regularly with CMAs, Caltrans and the CHP on issues related to planning and operations of Bay Area Express Lanes	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation materials</li> <li>▪ Meeting agendas and notes</li> </ul>	7/1/12	6/30/13
5	Staff will continue to bring items to MTC Committees for review and approval	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation materials</li> </ul>	7/1/12	6/30/13

		<ul style="list-style-type: none"> <li>▪ Meeting agendas and notes</li> </ul>		
6	Staff will attend and present the Regional Express Lanes Network at meetings of transportation agencies, local jurisdictions and others as requested	<ul style="list-style-type: none"> <li>▪ Staff reports</li> <li>▪ Presentation materials</li> <li>▪ Meeting agendas and notes</li> </ul>	7/1/12	6/30/13

#### F. Anticipated Future Activities (FY 2013-14)

- Anticipated Future Activities**
- Secure Federal tolling authority for the Regional Express Lanes Network
  - Develop financial plan and if appropriate, pursue financing authority
  - Coordinate with Caltrans and CMAAs on project planning, development and implementation of express lanes (will be funded with sources other than Consolidated Planning Grant funds)
  - Refine Express Lanes Network Concept of Operations
  - Assess potential for public private partnerships and alternative delivery strategies for the Express Lanes Network and other projects in the long range plan

#### F. Budget

Salaries & Benefits	Indirect Services	Other Operating Expenses	Total Expenses
98,314	52,486	0	150,800

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Total Revenues
100,000	0	50,800	150,800

## **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.

<b>Major Tasks</b>
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- **Conduct financial analysis and planning**
- **Federal programming, monitoring and TIP Management**
- **Transit Sustainability Project**

<b>Major Products to be delivered in FY 2012-13</b>	<b>Estimated Completion Dates</b>
Proposed Estimate and Distribution of Transit Operating Revenue	Spring 2013
Annual Report: Financial Elements	Spring 2013
2011 Transportation Improvement Program Amendments	Ongoing
Transit Sustainability Project Task Orders	Ongoing
2013 TIP Development	Summer/Fall 2012
Proposition 1B (Transportation Bond) Program Delivery	Ongoing
Programming Oversight for American Recovery and Reinvestment Program/Possible Jobs Bill Programming	Ongoing
FY 2012-13 to 2014-15 FTA Program Adjustments and Implementation	Spring/Summer 2012 and 2013
FY 2012-13 to FY 2014-15 STP/CMAQ Program Implementation	Spring/Summer 2012- 2014
Federal Funding Obligation Plan	Summer 2012
Finalize/Enhance Modules of Integrated Funding Database	Ongoing
Statistical summary of transit operators	Summer/Fall 2012
Performance Audit final reports	Summer 2012
Transit Capital Inventory Assessment of Bay Area Transit Operators – Phase 3	Winter/Spring 2013

## Work Element 1511: Conduct Financial Analysis and Planning

### A. Project Description

- Objectives**
- Develop realistic, innovative financial plans and strategies supporting the implementation of plans, programs and projects in the Regional Transportation Plan (RTP) and other Commission initiatives.
  - Provide financial analysis in support of the legislative program
  - Provide revenue forecasting and needs assessment analysis in support of regional funding decisions and the adequate operation and maintenance of the regional transportation system.
  - Evaluate financial projections and estimates for financial constraint of the TIP and RTP.
- Description**
- Prepare financial analyses of state and federal transportation budgets and proposed legislation to determine potential impacts to plans and programs.
  - Prepare financial analysis of transit operator Short Range Transit Plans, including financial capacity assessments for the Transportation Improvement Program.
  - Prepare revenue assumptions for the long-range plan.
  - Develop needs and shortfall projections in the long-range plan to maintain the existing system – for transit operating, capital, and streets and roads.
  - Update the financial capacity analysis for the Regional Transit Expansion Program (Res. No. 3434)
  - Develop annual fund estimate and distribution FY 2011-12 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.

### B. Planning Factors Addressed

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
2. Promote efficient system management and operation
3. Emphasize the preservation of the existing transportation system

### C. Previous Accomplishments

- Objectives**
- Same as above
- Accomplishments**
- Adopted and amended the 2011 Transportation Improvement Program (TIP)
  - Developed annual fund estimate and distribution FY 2012-13 for Transit Operating Revenues
  - Developed Plan Bay Area revenue forecasts
- Work Products**
- 2011 TIP
  - MTC Annual Report: Financial Elements

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Prepare financial capacity assessments for the 2013 Transportation Improvement Program (TIP)	▪ Financial capacity assessments for the 2013 Transportation Improvement Program (TIP)	2/01/12	12/15/12
2	Develop FY 2013-14 annual fund estimate and distribution for Transit Operating Revenues	▪ Annual fund estimate and distribution for FY 2013-14 Transit Operating Revenues	1/01/13	6/30/13
3	Prepare financial elements of the Annual Report	▪ MTC Annual Report: Financial Elements	1/01/13	5/15/13

**E. Anticipated Future Activities (FY 2013-14)**

**Anticipated Future Activities**    ▪    Same as above

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>443,061</b>	<b>236,532</b>	<b>0</b>	<b>0</b>	<b>679,593</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>STP PL</b>	<b>Total Revenues</b>
<b>100,000</b>	<b>200,000</b>	<b>79,593</b>	<b>300,000</b>	<b>679,593</b>

## Work Element 1512: Federal Programming, Monitoring and TIP Management

### A. Project Description

#### Objectives

- Participate with the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), California Department of Transportation (Caltrans), regional agencies, transit operators, county transportation authorities, local jurisdictions, tribal governments, community organizations, stakeholders, and the public in identifying candidate projects for the Federal Transportation Improvement Program (FTIP) and developing federal programs to implement the Regional Transportation Plan (RTP)
- Participate with regional, local and state agencies, the general public and the private sector in efforts to identify, plan and influence policies, strategies, programs and regulations to maximize implementation of the transportation plan to the benefit of the region.
- Actively monitor overall federal funding levels, maintain apportionment and Obligation Authority (OA) balances and reconcile with state and federal balances on a regular basis. Ensure federal programs are financially constrained within the TIP, consistent with federal and state regulations and procedures.
- Prepare and implement the Federal Transportation Improvement Program (FTIP) in consultation with Federal Highway Administration (FHWA), Federal Transit Administration (FTA), federal Environmental Protection Agency (EPA) California Department of Transportation (Caltrans), regional agencies, transit operators, county transportation authorities, local jurisdictions, tribal governments, community organizations, stakeholders, and the public.
- Prepare various funding investment analyses including evaluating the operation and maintenance of the existing transportation system; analyze funding decisions in relation to various identified categories; prepare financial capacity assessments; compare funding commitments to planned investment strategies; and prepare annual funding reports.

#### Description

- Support efforts to analyze and inform the new Transportation Act. These efforts include providing data on transportation needs, and developing proposals that maximize funding, maintain programming flexibility and facilitate project delivery. Analyze proposed legislation and appropriation bills for impacts to existing and proposed transportation programs, and prepare estimation of specified federal transportation funds to be made available under federal surface transportation programs. Implement provisions of new legislation and annual appropriation bills across all impacted programs.
- As the RTPA for the Bay Area, MTC has programming responsibility for Surface Transportation Program (STP) and Congestion Management and Air Quality Improvement Program (CMAQ) funds. MTC implements these programs by conducting programming cycles roughly every two years, known as the STP/CMAQ Cycle Programming. MTC works with our partner agencies, including Caltrans, FHWA and FTA to develop projects and programs to implement the investment strategies identified in the most recent

Regional Transportation Plan (RTP). This effort includes development of priority funding categories, project solicitations at both the county and regional level, evaluation for eligibility and consistency with regional goals and objectives, and amendment of the project listing into the federal Transportation Improvement Program (TIP). Each programming cycle takes roughly nine months for implementation.

- As the designated recipient for selected Federal Transit Administration (FTA) funding, MTC is responsible for the assignment of FTA 5307/5309 funding to the federally-eligible transit operators within the region. This is achieved through a process known as the Transit Capital Priorities, where the operators, in cooperation with MTC, develop annual programs for FTA funds within the urbanized areas of the Bay Area. MTC assigns FTA funding through the Program of Projects, which is updated annually in the spring of each year once appropriations have been finalized. MTC also develops regional funding policies and programs that reflect RTP policies for other FTA funding programs including non-urbanized (5311) and Elderly and Disabled Persons (5310). Furthermore, the Regional Transit Expansion Policy (MTC Resolution 3434) guides the region in expanding the regional transit system. Certain federal funds are identified as components of the Regional Transit Expansion funding plans including new starts, small starts, earmarks and FRA High speed rail funds.
  
- MTC is required to prepare and update the region's federal TIP every four years. The federally required TIP is a comprehensive listing of Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity purposes during the four-year TIP period. Federal regulations require MTC to prepare and adopt an updated TIP every four years or more frequently if required by the State of California (Caltrans). MTC has initiated the 2013 TIP update, and expects approval by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) in December 2012. The 2013 TIP will be valid through December 2016 or until a new statewide Transportation Improvement Program is approved, whichever is first. The entire update process takes a full year to complete. The TIP may be revised to make necessary changes to the project listings prior to the next update. MTC anticipates revising the TIP on a monthly basis unless special situations require a more frequent update schedule.
  
- To meet federal requirements, Assembly Bill 1012 (Chapter 783, Statutes of 1999- Torlakson), and California Government Code 16304 require the timely use of federal funds administered through the State. This includes most, if not all federal funds under MTC's responsibility. MTC adopted policies and procedures (MTC Resolution 3606) to ensure state and federal funding deadlines are met and funds are not lost to the region. MTC, working closely with the county Congestion Management Agencies (CMAs), monitors the delivery of federal funds on a continual basis through the development of program funding delivery reports and distribution of these reports through its website and at monthly meetings with partner agencies. MTC's Fund Management System is an integral part of tracking these funds. MTC tracks

overall federal funding levels, maintaining apportionment and Obligation Authority (OA) balances that are reconciled with state and federal balances on a regular basis, ensuring federal programs are financially constrained for these funds, consistent with the Caltrans OA management policy and FTA procedures.

**B. Planning Factors Addressed**

- Planning Factors Addressed**
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
  2. Increase the safety of the transportation system for motorized and non-motorized users.
  3. Increase the security of the transportation system for motorized and non motorized users
  4. Increase the accessibility and mobility of people and for freight
  5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
  6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
  7. Promote efficient system management and operation
  8. Emphasis the preservation of the existing transportation system

**C. Previous Accomplishments**

- Objectives**
- Same as above
- Accomplishments**
- 15 TIP Revisions - 787 projects totaling \$660 million (Calendar year 2011)
  - STP/CMAQ - \$162 Million delivered (Obligated) (FFY 2010-11))
  - FTA 5307/5309 FY10 to FY11 Program of Projects (June 2011)
  - FY 2011-12 Listing of Federally Obligated Projects (December 2011)
  - FY 2011-12 Listing of CMAQ Emission Benefits (December 2011)
- Work Products**
- Draft 2013 TIP
  - 18 TIP Revisions
  - STP/CMAQ FY 13 to FY 15 Cycle 2 Program Grant and Climate Change Initiative elements
  - FTA 5307/5309 Program of Projects
  - Listing of Federally Obligated Projects
  - Listing of CMAQ Emission Benefits

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Prepare 19 revisions to the federal TIP 23 CFR §450.326	<ul style="list-style-type: none"> <li>▪ TIP Amendments</li> <li>▪ TIP Administrative Modifications</li> <li>▪ TIP Revision Financial</li> </ul>	7/01/12	6/30/13

		Constraint Documentation		
2	Prepare 2013 TIP Update	▪ Draft 2013 TIP: June 2012. Final 2013 TIP: December 2012	10/01/11	12/15/12
3	Prepare transportation investment analyses for the TIP	▪ Various TIP Transportation Investment Analyses	5/01/12	9/30/12
4	Prepare FTA 5307/5309 FY12 to FY13 Program of Projects (POP) 49 USC 5307 and 5309	▪ FTA Program of Projects (POP) TIP Amendment	3/01/12	6/30/13
5	Monitor federal programs to ensure financial constraint and consistency with the TIP and RTP	▪ Various Fund-Program Status Reports	7/01/12	6/30/13
6	Prepare and adopt STP/CMAQ FY13 to FY15 Cycle 2 Programming CA S&H Code 182.6, 182.7	▪ STP/CMAQ Cycle Program	3/01/11	5/30/12
7	Prepare annual obligation plan for local federal-aid projects CA S&H Code 182.6, 182.7	▪ Annual Obligation Plan	10/01/12	11/30/12
8	Prepare annual listing of federally obligated projects 23 CFR §450.332	▪ Annual Listing of Federally Obligated Projects	11/01/12	12/31/12
9	Prepare annual CMAQ emissions benefit report 23 USC §149.h	▪ Annual CMAQ Emissions Benefit Report	11/01/12	12/31/12
10	Participate in California Federal Programming Group (CFPG)	▪ Various TIP procedural Enhancements and Programming outcomes	7/01/12	6/30/13

#### E. Anticipated Future Activities (FY 2013-14)

**Anticipated Future Activities** ▪ Same as above except for item no. 2.

#### F. Budget

Salaries & Benefits	Indirect Services	Other Operating Expenses	Consultant	Total Expenses
1,028,353	548,996	133,000	0	1,710,350

FHWA PL (Incl. T. C. Match)	FTA 5303 (Incl. T. C. Match)	General Fund	Prop 84	Total Revenues
1,100,000	300,000	310,350	0	1,710,350

## Work Element 1517: Transit Sustainability Project

### A. Project Description

- Objectives**
- 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 seeks to develop an implementation plan that will lead the Bay Area to a sustainable transit system from the customer, financial, and environmental perspectives
    - **Customer:** A system that functions as an accessible, user-friendly and coordinated network for transit riders, regardless of mode, location or jurisdiction.
    - **Financial:** A system that can cover its operating and capital costs with a growing share of passenger fare revenues as well as reliable streams of public funding.
    - **Environmental:** A system that can attract and accommodate new riders in an era of emission-reduction goals, and is supported through companion land use and pricing policies.
  - The TSP will inform scenario development and investment trade off discussions for the Regional Transportation Plan/Sustainable Communities Strategy.
- Description**
- 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 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.
  - Financial Analysis:
    - Financial analysis of key internal and external cost drivers and development cost containment strategies
    - Financial analyses of existing revenue sources, revenue trends and opportunities for new revenue sources and innovative policies for revenue sharing and transit/transportation pricing.
  - Service Analysis:
    - 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.
    - Recommend prioritized strategies for maximizing ridership, containing costs, and increasing service efficiencies.
    - Recommend policies, service delivery strategies, and cost containment strategies for ADA-paratransit services in the region.
  - Institutional Analysis:
    - Evaluate institutional and decision-making structures.
  - Conduct marketing and outreach, including engaging the public and multiples stakeholder groups.

- Identify a detailed action plan to implements the TSP’s recommendations.

**B. Planning Factors Addressed**

- Planning Factors Addressed**
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
  2. Increase the accessibility and mobility of people and for freight
  3. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
  4. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
  5. Promote efficient system management and operation
  6. Emphasis the preservation of the existing transportation system

**C. Previous Accomplishments**

- Accomplishments**
- Complete Draft Financial, Service And Institutional Analysis
  - Conduct public outreach to secure input on draft recommendations to inform final recommendations.
- Work Products**
- Expected April 2012

**D. Work Plan (FY 2012-13)**

Task No.	Task Description	Work Products	Start Date	End Date
1	Complete Draft Financial, Service And Institutional Analysis	▪ Draft Recommendations Report	7/01/11	12/31/2012
2	Conduct public outreach to secure input on draft recommendations to inform final recommendations.	▪ Draft Recommendations Report ▪ Public outreach materials	7/01/11	3/1/2013
3	Final Implementation Plan: recommendations for financial, service and institutional changes necessary to support a robust transit system in the Bay Area region.	▪ Final Implementation Plan	11/1/2011	4/1/2013
4	Continue to develop action plans for Transit Sustainability Project recommendations and implement planning related elements of the Transit Sustainability project (i.e. coordinate regional procurement and joint short-range transit plans)	▪ Still being finalized	Ongoing	Ongoing

**E. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**
- Implement TSP Recommendations

**F. Budget**

<b>Salaries &amp; Benefits</b>	<b>Indirect Services</b>	<b>Other Operating Expenses</b>	<b>Consultant</b>	<b>Total Expenses</b>
<b>399,033</b>	<b>213,028</b>	<b>0</b>	<b>890,000</b>	<b>1,502,061</b>

<b>FHWA PL (Incl. T. C. Match)</b>	<b>FTA 5303 (Incl. T. C. Match)</b>	<b>General Fund</b>	<b>Prop 84</b>	<b>Total Revenues</b>
<b>0</b>	<b>1,190,000</b>	<b>312,061</b>	<b>0</b>	<b>1,502,061</b>

## **FUNDED BY GRANTS – (Federal planning funds not used)**

*The following work elements are not funded with federal planning funds, but are included in the Overall Work Program for informational purposes only.*

### **Work Element 1310: Lifeline Program**

#### **Project Description**

**Objectives:** The Lifeline Transportation Program provides grants for capital and operating projects intended to improve mobility for low-income communities in the Bay Area.

**Description:** The Lifeline Transportation program is funded by a mix of federal and state funding sources including large urbanized area FTA Section 5316 Jobs Access and Reverse Commute (JARC) funds for which MTC is the designated recipient, State Transit Assistance funds, and state Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) capital funds.

As the designated recipient for FTA JARC funds, MTC is responsible for notifying eligible local entities of funding availability (via county Congestion Management Agencies); developing project selection criteria (through regional program guidelines and call for project guidance); determining applicant eligibility; providing technical assistance to CMAs in conducting their competitive selection process; developing a regional program of projects and forwarding an annual program of projects and grant application to FTA for JARC funding; monitoring subrecipients' compliance with federal requirements; documenting MTC's procedures in a Program Management Plan; and certifying that all projects are derived from MTC's locally developed Coordinated Public Transit-Human Services Transportation Plan.

MTC has alerted transit operators who are FTA grantees that they will serve as direct recipients going forward for JARC funding, if they are selected through the competitive process for the Lifeline program. MTC initiated a revision to the Program Management Plan (PMP) to clarify the designated recipient, direct recipient and subrecipient roles and responsibilities. The PMP revision clarifies requirements for Title VI reporting, complaint procedures and investigation, and LEP provisions for non-grantee sponsors as well as MTC's proposed frequency of monitoring. The revised PMP also clarifies that direct recipient transit operators will be responsible through the Supplemental Agreement for their own compliance with Title VI and other reporting. The revised PMP can be viewed at: [http://www.mtc.ca.gov/funding/JARC-New\\_Freedom/PMP\\_5316-JARC\\_and\\_5317-New\\_Freedom\\_2010-11-12.pdf](http://www.mtc.ca.gov/funding/JARC-New_Freedom/PMP_5316-JARC_and_5317-New_Freedom_2010-11-12.pdf)

#### **B. Planning Factors Addressed**

<b>Planning Factors Addressed</b>	Provide more transportation choices; support existing communities; leverage Federal policies & investment; value communities and neighborhoods
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#### **C. Previous Accomplishments**

<b>Objectives</b>	▪ Same as above
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- Accomplishments**
- Prepare program guidelines for three funding cycles
  - Oversee county-level calls for projects and review and approve locally prioritized projects
- Work Products**
- For a complete list of grants awarded by the Lifeline program see: <http://www.mtc.ca.gov/planning/lifeline/>
  - Lifeline Transportation Program Third Cycle Guidelines (adopted 2011)

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Approve Third Cycle program of Projects; prepare and maintain funding agreements	Cycle 3 list of projects to fund for FY 12 – FY 14; funding agreements	July 2012	June 2013
2	Implement Regional Mobility Management project	Funding agreement(s) with successful applicants outlining project goals and expectations	July 2012	June 2013
3	Submit reports and documents to FTA as required	<ul style="list-style-type: none"> <li>▪ FTA Quarterly Reports</li> <li>▪ FTA Annual Service Report</li> </ul>	July 2012	June 2013
4	Monitor subrecipients' compliance with federal requirements	Monitoring reports prepared as required	July 2012	June 2013

**F. Anticipated Future Activities (FY 2013-14)**

- Anticipated Future Activities**
- Implementation of Third Cycle Lifeline Projects and funding agreements
  - Implementation of Regional Mobility Management project
  - Continue to plan, develop, and implement other projects and strategies that advance the findings of the Coordinated Public Transit-Human Services Transportation Plan.
  - Provide technical support and assistance to prospective project sponsors, county program administrators, and grant recipients
  - Submit grants to FTA
  - Enter and maintain JARC-funded projects in the Transportation Improvement Program (TIP)
  - Certify projects for both large urbanized area (administered by MTC) and small urbanized/rural areas (administered by Caltrans) are derived from MTC's Coordinated Public Transit-Human Services Transportation Plan
  - Prepare and maintain subrecipient funding agreements
  - Review and approve subrecipient invoices and quarterly reports
  - Monitor sub recipients' compliance with federal requirements
  - Submit reports and other documentation to FTA as required

## Work Element 1413: Climate Initiatives

### A. Project Description

- Objectives**
- Plan, develop and implement projects and programs that aim to reduce greenhouse gas and criteria pollutant emissions from the transportation sector to further the Bay Area's climate protection goals, and improve our region's air quality and public health and safeguard us from sea-level rise.

**Description**

***Climate Initiatives Program***

- Climate change is expected to significantly affect the Bay Area's public health, air quality and transportation infrastructure through sea level rise and extreme weather. In the Bay Area, the single largest source of GHG emissions is from the consumption of fossil fuel in the transportation sector. In fact, the transportation sector, mostly from cars, trucks, buses, trains and ferries, contributes over 40 percent of the GHG emissions in the region.
- MTC set aside a commitment of \$400 million in its Transportation 2035 Plan to implement a comprehensive regional climate initiative. This initiative focuses on individual actions, public-private partnerships, and incentives and grants for innovative climate strategies.
- The importance of a regional climate initiative heightens with the development of a 2013 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) as required by Senate Bill 375. The RTP/SCS will lay out how land use and transportation can work together to reduce GHG emissions. Within this context, it is the aim of MTC to fund innovative strategies and evaluate their effectiveness in reducing GHG emissions for purposes of informing the development of the SCS.
- In December 2009, MTC adopted the New Surface Transportation Act Cycle 1 Surface Transportation Program (STP)/Congestion Mitigation and Air Quality Improvement (CMAQ) Project Selection Criteria and Programming Policy which, among other programs, includes the Climate Initiatives Program. The Climate Initiatives Program aims to test new strategies to reduce transportation-related emissions and vehicle miles traveled, encourage the use of cleaner fuels, and build a knowledge base through evaluation that informs the SCS. A total of \$80 million is available to the Climate Initiatives Program over the next three years, starting in Fiscal Year 2009-10, for the following key elements administered and managed by MTC are:
  - \$10 million for a regional public education/outreach campaign to influence the public to make transportation choices to reduce GHG emissions;
  - \$2 million to test innovative Safe Routes to School programs with the overall goal of significantly reducing transportation emissions related to school travel;
  - \$31 million for an Innovative Grants Program to support high-impact, innovative GHG reduction projects; and
  - \$4 million for a Program Evaluation that collects data and assesses the overall effectiveness of the Climate Initiatives Program (including an evaluation of the Regional Measure 2-funded Safe Routes to Transit Program).

- Staff is in the process of implementing the Climate Initiatives Program.

**UrbanVision/UrbanSim**

- MTC is collaborating with the University of California, Berkeley (UCB) to develop outreach and analytic tools for the Regional Transportation Plan (RTP), which is referred to as Plan Bay Area. UCB has developed the UrbanVision tool, a 3D visualization software, for use by MTC and ABAG in public outreach and local engagement activities. This tool visually depicts the land use patterns, and allows users to get a general sense of development envisioned over the next 25 years. Additional analytic work is anticipated for UrbanSim, the model platform for UrbanVision. The two tools, in combination, will not only inform analysis for the Plan, but also will continue to be used in outreach efforts.

**B. Planning Factors Addressed**

**Planning Factors Addressed** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns

**C. Previous Accomplishments**

**Objectives** ▪ Same as above

**Accomplishments**

- MTC set-aside \$80 million for the Climate Initiatives Program.
- MTC approved \$33 million in grants under the Innovative and Safe Routes to School Creative grants program.
- MTC began implementation of the Climate Initiatives Outreach Program.
- MTC began implementation of the Climate Initiatives program evaluation.
- MTC began preparing the Transportation Risk Assessment Pilot Study.

**Work Products** ▪ Various

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Staff will continue to implement the Climate Initiative Program (outreach, grants, and program evaluation).	▪ Various	7/01/12	12/30/13
2	Staff will continue to work with University of California, Berkeley to further develop and refine UrbanVision and UrbanSim models to conduct analysis and outreach to support RTP.	▪ Various	7/01/12	6/31/13

**F. Anticipated Future Activities (FY 2013-14)**

**Anticipated Future Activities**

- Continue to implement the Climate Initiatives Program
- Continue to plan, develop, and implement other climate protection plans and strategies.

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

### A. Project Description

- Objectives**
- Support development of housing, jobs, and services near existing and planned transit.
  - Reduce the combined cost of housing and transportation for the region's households.
  - Increase travel choice.
  - Promote compact development that preserves open space and natural resources.
  - Support community planning processes that identify new, appropriate land uses for transit nodes and stations.

**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.

- *PDA Planning Grant* supports 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.
- *Affordable Transit Oriented Development Fund* supports investment in affordable housing / mixed use developments within the region's priority development areas. These transits served locations allow lower-income families great access to transit, services, and employment.
- *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. The TLC program's resources are directly invested to support the FOCUS program.

### B. Planning Factors Addressed

- Planning Factors** Protect and enhance the environment, promote energy conservation, improve the

**Addressed** quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns

**C. Previous Accomplishments**

**Objectives**      ▪ Same as above

**Accomplishments**   Completed Work Products:

- Creation of \$50 million Transit Oriented Affordable Housing fund in cooperation with the Low Income Investment Fund and four other Community Development Financial Institutions
- Awarded nine PDA planning grants for a total of \$3.34 million
- TLC Capital Awards of \$44 million (2010)
- Awards of five technical assistance grants (January 2011)
- Completed certification of Sonoma Marin Rail Transit Ph. 1 consistency with MTC TOD policy (fall 2010)
- Construction of ~\$40 million in TLC projects (2009-10)

**Work Products**

- Parking Policies to Support Smart Growth flyer
- 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

**D. Work Plan (FY 2012-13)**

<b>Task No.</b>	<b>Task Description</b>	<b>Work Products</b>	<b>Start Date</b>	<b>End Date</b>
1	Administer and support PDA Planning Grant Program (local jurisdictions, Completion TBD)	Adopted land use plans, modified zoning	July 2012	June 2013
2	Transportation for Livable Communities – Monitor and track implementation and project impact	Obligated federal funds consistent with MTC Resolution 3606 with 100% PS&E.	July 2012	December 2012
3	Coordinate planning funds to county CMAs	Quarterly reports on CMA activities to support smart growth planning and capital grants	July 2012	June 2013
4	Implement MTC’s Res. 3434 TOD policy to condition transit funding in Res. 3434 corridors on minimum levels of surrounding supportive land uses	Certified transit corridors consistent with Res. 3434 TOD Policy	July 2012	June 2013
5	Coordinate with MTC-ABAG-Air District-BCDC Joint Policy Committee	Mutually supportive policies to support compact land use	July 2012	June 2013
6	Technical assistance to local governments pursuing smart growth policies and projects	Completed reports to be adopted by Planning Commissions and/or City Councils to support infill development – reports to ABAG’s Regional Planning Committee	July 2012	June 2013

**F. Anticipated Future Activities (FY 2013-14)**

**Anticipated Future  
Activities**

- Continue administration of grant programs in partnership with JPC agencies, local governments, and the CMAs
- Update to MTC's Transit Oriented Development Policy (2012/13)
- Ongoing monitoring and certification of Res. 3434 TOD projects

## **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

No CPG funds used

## **Work Element 1223: Support Regional Operations Program**

### **Description**

Provide financial, technical, marketing, and evaluation support for MTC's Regional Operations Program, including Clipper®, 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 12-13 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 Clipper® 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

No CPG funds used

### **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](http://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	Ongoing through Spring 2013
511 project enhancements	Ongoing

No CPG funds used

## 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](http://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

Data updates of all transit agency service information

Improve data exchange process for operators

RTIS contractor annual implementation plans

Support existing clean interfaces and expand the products' distribution

Operate Static Transit Information Data Feed

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

### Delivery Dates

Quarterly (or as required)

Annually

Ongoing

Ongoing

No CPG funds used

## **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 2012

No CPG funds used

## **Work Element 1228: Emergency Communication Operations**

### **Objective**

To enhance emergency communication capabilities between emergency management and the region's transportation agencies.

### **Description**

MTC provided the 12 largest transportation agencies and nine County Emergency Management Agencies with stationary satellite phones to facilitate communication when traditional forms of communication are not available. Additionally, the General Managers of the largest 12 transportation agencies were issued mobile satellite telephones in July 2007.

The 23-member stationary satellite phone talk group performs monthly communications checks and the 16 mobile satellite phone users receive annual one on one training from MTC Staff.

### **Tasks**

- Conduct monthly stationary satellite phone communication drills.
- Provide annual training for mobile satellite phone users.
- Decommission the Cal EMA stationary satellite phone due to their office closing.
- Expand stationary phone talk group to include Cal EMA mobile satellite phones.

### **Major Products**

### **Estimated Completion Date**

Stationary Satellite Phone Communication Drills

Monthly

Mobile Satellite Phone one on one training

Annually

Expand stationary phone talk group to include Cal EMA mobile satellite phones.

December 2012

Satellite Phone Operations

Monthly

No CPG funds used

## 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 programs, supporting the Arterial Operations Committee and Smart Corridors Task Force, and assisting corridor-level operational improvement projects that reduce emissions and improve safety for all modes.

### 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

No CPG funds used

## **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, StreetSaver, 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 manages the development of the StreetSaver software, provides local agencies with information and assistance in the application of the software, 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 Working Group to develop policies to both improve maintenance practices and provide additional funding support.

### **Ongoing tasks:**

- Develop, upgrade, maintain and distribute the StreetSaver software
- 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.
- Provide, monitor and enhance user training and support
- Provide user hotline to provide assistance to users
- Host user meetings, technology transfer seminars, training workshops
- Provide program updates to jurisdictions
- Implement Pavement Management Engineering Technical Assistance Program (P-TAP)
- Facilitate meetings of the Local Street and Road Working Group

### **Products**

Provide technical assistance through P-TAP  
Provide support to the Local Streets & Roads Committee  
Provide training and support for all users  
P-TAP programming decisions  
Budget Options Reports  
User assistance  
Regional Needs Assessment

### **Estimated Completion Date**

As requested  
Monthly  
Twice per year  
Summer 2012  
As required  
As required  
Winter 2012

No CPG funds used

## **Work Element 1518 New Freedom Programming**

### **Description**

The New Freedom Program provides grants for new capital and operational projects aimed at reducing, beyond the requirements of the Americans with Disabilities Act of 1990, transportation barriers faced by individuals with disabilities. MTC is the designated recipient of FTA Section 5317 New Freedom funds for the Bay Area's large urbanized areas. In this role, MTC's responsibilities include notifying eligible local entities of funding availability; developing project selection criteria; determining applicant eligibility; conducting the competitive selection process; forwarding a program of projects (POP) and grant application to FTA; monitoring subrecipients' compliance with Federal requirements; documenting MTC's procedures in a Program Management Plan; and certifying that all projects are derived from a locally developed, coordinated public transit-human services transportation plan.

### **Ongoing tasks:**

- Prepare program guidelines for each grant cycle
- Conduct competitive Calls for Projects
- Submit grants to FTA
- Prepare subrecipient funding agreements
- Review and approve subrecipient invoices and quarterly reports
- Monitor subrecipients' compliance with federal requirements
- Submit reports to FTA as required

### **Products**

Cycle 5 Program Guidelines  
Cycle 5 Program of Projects  
FTA Quarterly Reports  
FTA Annual Report

### **Estimated Completion Date**

January 2013  
June 2013  
Quarterly  
Spring 2013 or when requested by FTA

No CPG funds used

## Work Element 1514 Regional Assistance Programs & Project Reviews

### 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).

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:

- 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
- 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 2012-13 Fund Estimate	Spring 2013
Prepare annual claim forms and instructions	Spring 2013
Statistical summary of transit operators	Summer 2012 and 2013
Triennial Performance Audit final reports	Summer 2012 and 2013

No CPG funds used

## 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 2012 STIP
- 2012 STIP/Augmentation amendments and extensions, as required
- Implement policy and prepare regional nominations associated with the Proposition 1B programs, including Corridor Mobility Improvement Account, State Local Partnership, Public Transportation Modernization Account, and Trade Corridor Investment Fund.
- 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.
- Participate in statewide funding, programming and delivery committees and meetings including:
  - Regional Transportation Planning Agency (RTPA) Group;
  - Highway Bridge Program (HBP) Advisory Committee;
  - City-County-State-Federal Cooperative Committee (CCSFCC);
  - California Transportation Infrastructure Funding System (CTIFS)

### Major Products

### Estimated Completion Date

STIP Amendments and Extensions	Monthly
Status reports on 2012 STIP project delivery (SB 45)	Quarterly
Proposition 1B Project Status	Quarterly
Enhancements to Web-Enabled Funding Database	Ongoing

No CPG funds used

## **ADMINISTRATION**

### **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, measuring functions for the financial transactions and the general internal controls necessary to administer the OWP as well as to provide for all audit requirements
- OWP preparation and monitoring
- Administering the general internal controls necessary to meet audit requirements
- Financial Statement preparation and monitoring

#### **Products**

#### **Estimated Completion Date**

Operating Budget	July 2012
Financial Reports	Monthly
Financial Summaries	Monthly
Requisitions to Funding Sources	Monthly or as required
Quarterly Progress Reports	Quarterly
Annual Independent Audit	Fall 2012
Investment Reports	Monthly
OWP	July 2012
Compliance Audits	as Required

**\* Included as part of ICAP**

## Work Element 1153: Administrative services

### Description

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

### Ongoing tasks:

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

### Products

### Estimated Completion Date

Administrative Policies and Procedures	As required
Contracts, Purchase Orders and Agreements	Ongoing
Recruitment activities	On-going
Training programs	On-going
Employee Recognition	On-going
Staff Classification and Compensation Implementation	Ongoing
Semi-Annual Salary Review	July 2012/January 2013
Space Planning Implementation	On-going
Annual Affirmative/EEO Reporting	On-going
Annual Anticipated DBE Participation Level Report	July 2012
DBE Semi- annual Progress Reports	October 2012/April 2013
Business Insurance Renewal	April 2013

**\* Included as part of ICAP**

## **Work Element 1157: Building Maintenance**

### **Description**

Provides management services to the Regional Administrative Facility Corporation (RAFC), 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 to RAFC:

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

### **Products**

RAFC Board Agendas and Packets  
RAFC Operating and Condominium Reserve Budgets  
RAFC Contracts  
RAFC Annual CPA Audit and Tax Returns

### **Estimated Completion Date**

As required  
June 2012  
On-going  
November 2012

**\* Included as part of ICAP**

## **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, software, and services are another important support task. This includes develop of applications that support business functions (e.g., 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 (in coordination with WE 1130)
- 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
- Coordination with Bay Area Headquarters Authority on information technology requirements for the new regional facility

### **Products**

Information Technology Policies update  
Application development projects  
Software/hardware acquisition  
Network maintenance and performance  
Business Continuity Planning  
MTC Web site enhancements and redesign  
Fund Management System Implementation  
Web content management system implementation

### **Estimated Completion Dates**

As needed  
On-going  
As needed  
On-going  
On-going  
As needed  
On-going  
On-going

**\* Included as part of ICAP**

## **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**

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

### **Estimated Completion Date**

As needed  
As required  
As required  
As required  
As required  
Winter 2013  
Winter 2013

**Not funded through the OWP process**

## **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**

- **SAFE regional call box system**
- **SAFE Freeway Service Patrol**
- **Arterial operations coordination**
- **Implement incident management program**

<b>Major Products To Be delivered in FY 2012-13</b>	<b>Estimated Completion Dates</b>
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
TETAP and RSTP projects and services	Ongoing

**All SAFE activities are not funded by CPG Grants**

## **Work Element 1231: SAFE Regional Call Box system**

### **Description**

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

### **Ongoing tasks:**

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

### **Products**

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

### **Estimated Completion Date**

Monthly  
Monthly  
Bi-monthly or Quarterly

No CPG funds used

## 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

### Estimated Completion Date

Ongoing  
Bi-monthly or Quarterly  
As needed

No CPG funds used

## **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 FY12/13.
- 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 2012

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 2012

Release RFP for TMC video wall project

Summer 2012

No CPG funds used

## **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**

<b>Major Products To Be delivered in FY 2012-13</b>	<b>Estimated Completion Dates</b>
Program Project Monitoring report	Monthly
Annual Toll Bridge Report to the Legislature	Fall 2012
Audit of toll revenues and expenditures	Fall 2012

**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

**Not funded by CPG Grant**

<b>Work Element 1252: Electronic Toll Collection (ETC)</b>
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**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****Estimated Completion Date**

Bay Area Toll Bridge Program FY 2012-13 Budget  
Regular maintenance of ETC Toll system

July 2012  
Monthly

**Not funded by CPG Grant**

## **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)
  - ▣ 2 percent Transit Transfers (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**

Financial planning and policy documents

### **Estimated Completion Date**

As required

**Not funded by CPG Grant**

## **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**

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

### **Estimated Completion Date**

Monthly  
Winter 2013  
Fall 2012  
Monthly

**Not funded by CPG Grant**

## 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

### Products

Project and Program Allocations  
Progress Report to Commission  
Operating Program Performance Review  
Adoption of Operating Program Budget

### Estimated Completion Date

As required  
Semi-Annual / Annual  
Annual  
Annual

No CPG funds used

**CHAPTER 3: BUDGET**

**FY 2012-13**

**ABAG BUDGET SUMMARY**

**APPENDIX C**

**ABAG BUDGET SUMMARY  
MTC/ABAG JOINT PROGRAM, FY 2012-13  
FHWA, FTA, AND TDA PLANNING FUNDS**

<b>WORK ELEMENT</b>	<b>FTA 5303 (Inc. T.C. Match)</b>	<b>FHWA (Inc. T.C. Match)</b>	<b>MTC General Fund</b>	<b>Prop. 84 Planning Funds</b>	<b>STP Planning</b>	<b>TOTAL</b>
1. Regional Modeling and Analysis	114,315	597,315	285,000			996,630
2. Planning Services	114,315	597,315	572,000	450,000	638,000	2,371,630
<b>Totals</b>	<b>228,630</b>	<b>1,194,630</b>	<b>857,000</b>	<b>450,000</b>	<b>638,000</b>	<b>3,368,260</b>

**CHAPTER 3: BUDGET**

**FY 2012-13**

**MTC BUDGET SUMMARY**



	Total Budget	FHWA PL (1)	FTA 5303 (2)	STP CMA	Prop. 84	JARC/	General	Local
	Revenue	Incl. T.C. Match	Incl. T.C. Match	PL	Planning	New Freedom	Fund	Funds

**Grants**

1120 Planning Emphasis Areas	1,597,284	0	0	0	0	323,500	161,125	120,401	976,659	15,599
1413 Climate Assessments Initiative	642,533	0	0			323,500			319,033	0
1310 Lifeline Program	161,133	0	0					120,401	25,133	15,599
1611 Transportation for Livable Communities Program (TLC)	793,618	0	0			0	161,125		632,493	
1220 Traveler Coordination and Info Systems	21,188,474	0	0	0	0	3,861,061	11,121,380	0	3,162,491	3,043,542
1222 Implement Regional Rideshare Program	5,064,425	0	0			3,272,336	0		426,425	1,365,664
1223 Support Regional Traveler Information Services	968,463	0	0			0	48,668		888,464	31,332
1224 Implement Regional traveler Information Services	9,963,715	0	0			588,725	7,062,038		1,171,716	1,141,236
1225 Implement Regional Transit Information System	5,054,348	0	0				3,900,189		648,849	505,311
1226 Implement and Promote Regional Bicycle Information System	137,523	0	0			0	110,485		27,038	
1230 Improve Highway Arterial Operations & Management	1,812,890	0	0	0	0	1,450,000	118,188	0	229,390	15,312
1228 Emergency Communication Operations	53,456	0	0			0	0		53,456	
1234 Arterial Operations Coordination	1,759,434	0	0			1,450,000	118,188		175,934	15,312
1510 Support Regional Transportation Investment	2,438,826	0	0	0	0	0	0	0	1,529,586	909,240
1233 Pavement Management Program (PMP)	921,829	0	0			0	0		421,829	500,000
1518 New Freedom Planning	246,331							0	246,331	
1514 Regional Assistance Programs and Project Reviews	397,508	0	0			0	0		397,508	0
1515 State Programming, Monitoring and STIP Development	873,159	0	0			0	0		463,919	409,240
<b>Total Grants</b>	<b>27,037,475</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,634,561</b>	<b>11,400,692</b>	<b>120,401</b>	<b>5,898,127</b>	<b>3,983,694</b>
<b>Administration</b>										
1150 Agency Management	1,502,377	0	0	0	0	0	0	0	1,077,377	425,000
1152 Financial Management	800,000	0	0						675,000	125,000
1153 Administrative services	30,000	0	0						30,000	
1157 Building Maintenance	472,377	0	0						172,377	300,000
1161 Information Technology Services	200,000	0	0						200,000	
<b>Total Administration</b>	<b>1,502,377</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,077,377</b>	<b>425,000</b>
<b>TOTAL MTC BUDGET</b>	<b>42,507,414</b>	<b>6,769,570</b>	<b>2,819,773</b>	<b>638,000</b>	<b>300,000</b>	<b>5,634,561</b>	<b>11,400,692</b>	<b>120,401</b>	<b>10,265,723</b>	<b>4,558,694</b>

	Total Budget	FHWA PL (1)	FTA 5303 (2)	STP CMA	Prop. 84		JARC/ New Freedom	General Fund	Local Funds	
	Revenue	Incl. T.C. Match	Incl. T.C. Match	PL	Planning	CMAQ	STP			
<u>1131 Legis. Programs</u>	1,056,377	0	0					1,010,577	45,800	
<u>1230 SAFE</u>	955,948	0	0						955,948	
<u>1250 Bay Area Toll Authority</u>	3,651,689	0	0					3,651,689		
<b>Total not federaly funded</b>	<b>5,664,015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,662,266</b>	<b>1,001,748</b>	
<b>MTC Total Revenue for OWP Purposes</b>	<b>48,171,429</b>	<b>6,769,570</b>	<b>2,819,773</b>	<b>638,000</b>	<b>300,000</b>	<b>5,634,561</b>	<b>11,400,692</b>	<b>120,401</b>	<b>14,927,990</b>	<b>5,560,442</b>
ABAG FHWA & FTA 5303 PL	2,730,260	1,194,630	228,630		450,000				857,000	
ABAG STP Planning	638,000			638,000						
BCDC Regional Planning	320,000			320,000						
S RTP	0									
<b>Total Revenue for OWP Purposes</b>	<b>51,859,689</b>	<b>7,964,200</b>	<b>3,048,403</b>	<b>1,596,000</b>	<b>750,000</b>	<b>5,634,561</b>	<b>11,400,692</b>	<b>120,401</b>	<b>15,784,990</b>	<b>5,560,442</b>

(1): FHWA PL T.C. Match \$913,494

(2): FHWA PL T.C. Match \$349,652

**FY 12/13 Total Overall Work Program Direct Services Pro Expenditure Estimates (Draft)**  
**FINAL**

	Total Budget	Salaries, Benefits	Indirect Services 53.39%	Other Operating Expenses	Consultant
<b>Planning Funds</b>					
1110 Commission and Advisory Committees	463,596	298,982	159,614	5,000	-
1113 Support Partnership Board	187,838	122,461	65,377	-	-
1114 Support Advisory Committees	275,758	176,521	94,237	5,000	-
1120 Planning Emphasis Areas	5,190,114	2,393,383	1,277,731	194,000	1,325,000
1121 Regional Transportation plan	810,721	374,037	199,683	37,000	200,000
1122 Analyze Regional Data using GIS and Travel Mod.	2,495,979	1,150,026	613,953	157,000	575,000
1124 Airport/Seaport/Freight Planning	70,079	45,688	24,391	-	-
1125 Non-motorized Transportation Activities	132,110	53,532	28,578	-	50,000
1212 Performance Measurement and Monitoring	463,184	301,973	161,211	-	-
1311 Implement Lifeline Transportation Program	173,017	112,799	60,219	-	-
1312 Support Title VI/Env. Justice	192,135	125,262	66,873	-	-
1412 Transportation Conformity and Air Quality Planning	552,888	230,066	122,823	-	200,000
1612 MTC/ABAG Planning Program	300,000	-	-	-	300,000
1130 Legislation and Public Affairs	3,311,897	2,028,802	1,083,095	200,000	-
1112 Implement Public Information Program	2,912,888	1,768,668	944,220	200,000	-
1156 Library	399,009	260,134	138,875	-	-
1230 Improve Highway Arterial Operations & Management	1,109,952	482,412	257,540	-	370,000
1229 Emergency Response	959,152	384,097	205,054	-	370,000
1236 Implement Regional Express Lanes Network	150,800	98,314	52,486	-	0
1510 Support Regional Transportation Investment	3,892,004	1,870,447	998,556	133,000	890,000
1511 Conduct Financial Analysis and Planning	679,593	443,061	236,532	-	-
1512 Federal, Programming & Monitoring TIP Mgmt	1,710,350	1,028,353	548,996	133,000	-
1517 Transit Sustainability/Planning	1,502,061	399,033	213,028	-	890,000
<b>Total Planning Funds</b>	<b>13,967,563</b>	<b>7,074,025</b>	<b>3,776,537</b>	<b>532,000</b>	<b>2,585,000</b>
<b>Grants</b>					
1120 Planning Emphasis Areas	1,597,284	492,733	263,051	588,500	253,000
1413 Climate Assessments Initiative	642,533	77,603	41,429	270,500	253,000
1310 Lifeline Program	161,133	16,386	8,748	136,000	-
1611 Transportation for Livable Communities Program (TLC)	793,618	398,744	212,874	182,000	-
1220 Traveler Coordination and Info Systems	21,188,474	2,139,489	1,142,187	806,800	17,099,998
1222 Implement Regional Rideshare Program	5,064,425	278,008	148,417	-	4,638,000
1223 Support Regional Traveler Information Services	968,463	576,626	307,837	29,000	55,000
1224 Implement Regional traveler Information Services	9,963,715	853,544	455,673	526,500	8,127,998
1225 Implement Regional Transit Information System	5,054,348	423,017	225,832	126,500	4,279,000
1226 Implement and Promote Regional Bicycle Information System	137,523	8,295	4,428	124,800	-
1230 Improve Highway Arterial Operations & Management	1,812,890	126,081	67,309	133,500	1,486,000
1228 Emergency Communication Operations	53,456	11,381	6,076	-	36,000
1234 Arterial Operations Coordination	1,759,434	114,700	61,234	133,500	1,450,000
1510 Support Regional Transportation Investment	2,438,826	890,620	475,466	572,740	500,000.00
1233 Pavement Management Program (PMP)	921,829	178,849	95,480	147,500	500,000.00
1518 New Freedom Planning	246,331	160,595	85,735	-	-
1514 Regional Assistance Programs and Project Reviews	397,508	259,155	138,352	-	-
1515 State Programming, Monitoring and STIP Development	873,159	292,021	155,898	425,240	-
<b>Total Grants</b>	<b>27,037,475</b>	<b>3,648,923</b>	<b>1,948,013</b>	<b>2,101,540</b>	<b>19,338,998</b>
<b>Administration</b>					
1150 Agency Management	1,502,377	307,966	164,411	-	1,030,000
1152 Financial Management	800,000	-	-	-	800,000
1153 Administrative services	30,000	-	-	-	30,000
1157 Building Maintenance	472,377	307,966	164,411	-	-
1161 Information Technology Services	200,000	-	-	-	200,000
<b>Total Administration</b>	<b>1,502,377</b>	<b>307,966</b>	<b>164,411</b>	<b>-</b>	<b>1,030,000</b>
<b>TOTAL MTC BUDGET</b>	<b>42,507,414</b>	<b>11,030,915</b>	<b>5,888,961</b>	<b>2,633,540</b>	<b>22,953,998</b>

**FY 12/13 Total Overall Work Program Direct Services Project Expenditure Estimates/ Continued)**

	Total Budget	Salaries, Benefits	Indirect Services 52.60%	Other Operating Expenses	Consultant
<b>1131 Legis. Programs</b>	1,056,377	445,072	237,606	-	373,700
<b>1230 SAFE</b>	955,948	-	955,948	-	-
<b>1250 Bay Area Toll Authority</b>	3,651,689	-	3,651,689	-	-
<b>Total not federaly funded</b>	<b>5,664,015</b>	<b>445,072</b>	<b>4,845,243</b>	<b>-</b>	<b>373,700</b>
<b>MTC Total Expenditures for OWP Purposes</b>	<b>48,171,429</b>	<b>11,475,987</b>	<b>10,734,204</b>	<b>2,633,540</b>	<b>23,327,698</b>
ABAG Regional Planning	2,918,260				2,918,260
BCDC Regional Planning	320,000				320,000
ABAG Proposition 84	450,000				450,000
SRTP	0				
<b>Total Expenditures for OWP Purposes</b>	<b>51,859,689</b>	<b>11,475,987</b>	<b>10,734,204</b>	<b>2,633,540</b>	<b>27,015,958</b>



**APPENDIX A**

**FY 2012-13 FTA Section 5303**

**TRANSIT OPERATOR SHORT RANGE TRANSIT PLANNING**

**INTRODUCTION**

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

MTC annually allocates a portion of its FTA Section 5303 planning funds for SRTP development, preparation, and publication. However, per MTC Resolution 3532, Revised, SRTP requirements were suspended in FY2010-11, FY2011-12 and FY2012-13 in order to focus resources on the Transit Sustainability Project (TSP), which 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. Non-federal funding may be directed to transit agencies that are not the immediate focus of the TSP in order to complete select SRTPs.

**SHORT RANGE TRANSIT PLAN DEVELOPMENT - FY 2012-13**

**SHORT RANGE TRANSIT PLAN DEVELOPMENT - Prior Years**

City of Vallejo (“Vallejo Transit”)	<u>\$90,000</u>
<b>Total</b>	<b><u>\$90,000</u></b>

**APPENDIX B**

**FTA FUNDED PROJECTS**

**Caltrans Consolidated Planning Grant Program**  
**FTA Section 5304**

**FY 2012-13**

**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.

**Please refer to Appendix B (page 24) for FY 11/12 projects managed by Caltrans**

<b>APPROVED FTA 5304 PROJECTS - FY 2010-11</b>		<b>Local Match</b>		
		<b>Federal Fund</b>	<b>In-Kind</b>	<b>Cash</b>
WE 1121	Better Market Street Transit Planning Study	\$164,565		\$229,326
WE 1121	San Francisco Bay area Rapid Transit District Metro - Sustainable Communities Operational Analysis	\$300,000	\$38,900	
WE 1121	Marin County Transit District Internships in Transit Planning	\$26,000	\$3,503	
WE 1121	Tiburon Transit Needs Assessment	\$42,024	\$5,467	
	<b>TOTAL</b>	<b>\$532,589</b>	<b>\$47,870</b>	<b>\$229,326</b>

<b>FTA 5304 PROJECTS - FY 2009-10</b>		<b>Local Match</b>		
WE 1121	West Contra Costa Transit Enhancement Strategic Plan	\$124,422	\$16,120	
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	\$14,079	\$912	\$912
WE 1121	Novato Transit Needs Assessment	\$6,293	\$790	
WE 1124	San Francisco International Airport Surface Transportation Planning Interns	\$44,000		\$6,000
WE 1121	Transit Effectiveness Project Transportation Planning Internship Program	\$6,101		\$790
	<b>TOTAL</b>	<b>\$672,417</b>	<b>\$75,736</b>	<b>\$27,702</b>
	<b>GRAND TOTAL</b>	<b>\$1,205,006</b>	<b>\$123,606</b>	<b>\$257,028</b>

The above numbers reflect remaining balances thru February 2012

## Work Element 1121: Better Market Street Transit Planning Study

The Better Market Street Transit Planning study will identify and analyze the operational and facility design changes needed to improve transit performance on Market Street. Based on results, the study will create conceptual designs and new operating plans for transit, with a focus on effective and sustainable transit solutions, support for non-motorized modes, and managing automobile impacts. The project will be coordinated with the regional Transit Sustainability Project, a critical component of the region's Sustainable Communities Strategy, which will evaluate the region's transit system and establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused. The operational analysis and recommendations to improve transit on and across Market Street identified by this study will both be informed by and help to inform the larger regional effort. The San Francisco County Transportation Authority (SFCTA), in conjunction with the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Department of Public Works (SFPD), the San Francisco Planning Department (Planning), the San Francisco Public Utilities Commission (SFPUC), and the Mayors Office of Economic and Workforce Development (OEWD) will hire a consultant to deliver the following products and outcomes:

- Existing conditions report for transit issues and opportunities on Market Street, including a GIS maps highlighting key data analysis.
- Best Practices Report highlighting operational analysis of streets analogous to Market Street.
- Transit Delay Study memorandum describing the hindrances to transit operations on Market Street.
- Service Planning and Operational Issues memorandum outlining conceptual strategies for improving transit operations on Market Street.
- Transit Improvement Measures Evaluation and Prioritization memorandum providing detailed improvement measures on a block-by-block basis to enhance transit operations on Market Street
- 12% conceptual designs and cost estimates for 3 alternatives to be carried forward for full environmental analysis in a subsequent phase of work;
- Final report documenting the process, findings, and recommendations of the study.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
<b>Task 1: Startup</b>	February 2011
<b>Task 2: Existing Conditions</b>	July 2011
<b>Task 3: Best Practices</b>	April 2011
<b>Task 4: Transportation System and Operation Analysis</b>	March 2012
<b>Task 5: Conceptual Designs and Cost Estimates</b>	June 2012
<b>Task 6: Final Report</b>	June 2012

### **Estimated Cost by Funding Source**

FTA 5304:	\$249,650
SFCTA Cash Local Match:	<u>\$240,350</u>
Total:	\$490,000

**Work Element 1121: San Francisco BART Metro - Sustainable Communities Operational Analysis**

**Objective**

The objective of this study is to better align BART operational strategies with the emerging SB375-guided regional Sustainable Communities Strategy (SCS) being prepared for the 2013 Regional Transportation Plan (RTP). This proposed study will feature a high-level analysis of travel markets (building on MTC’s Transit Sustainability Project), and their corresponding relationship to potential BART service and capacity strategies. By analyzing train operations, BART is striving to continuously improve operational efficiency; more cost-effectively serve the public, and reduce BART’s own greenhouse gas emissions per transit vehicle mile. This study will focus on BART’s core system, and will identify the types of key infrastructure (i.e., crossovers, pocket-tracks) and operational strategies (i.e., new or revised routes and schedules) needed to enhance service for the public on the existing two-track railroad system.

<b>Tasks and Products</b>		<b>Estimated Completion</b>
Task 1	<u>Startup and Administration</u> Final Work Program Caltrans Quarterly Progress Reports Refined Problem Statement	February 2013
Task 2	<u>Context</u> BART Context Working Paper Travel Market Analysis Working Paper Operational Best Practices Working Paper Key Performance Indicators Working Paper	February 2012
Task 3	<u>Analysis</u> Operational Strategies Working Paper Scenario Development Working Paper Evaluation Working Paper Presentation Materials and Meeting Minutes Implementation Plan Working Paper	September 2012
Task 4	Draft Report Final Report Presentation Materials	February 2013

**Estimated Cost by Funding Source**

FTA 5304: \$300,000  
 BART In-Kind Staff Time Match: \$ 38,900  
 Total: \$338,900

Task	Activity	In Kind Contributions			
		Title	Hourly Rate	Hours	Estimated Cost *
<b>1</b>	<b>Startup and Administration</b>				
	1.0 Pre-contracting conference	Senior Planner	\$115	0	\$0
	1.1 Administrative Startup	Senior Planner	\$115	9	\$1,000
	1.2 Project Management	Senior Planner	\$115	35	\$4,000
	1.3 Refine Problem Statement	Senior Planner	\$115	4	\$500
		<b>Task 1 in kind match amount</b>		<b>48</b>	<b>\$5,500</b>
<b>2</b>	<b>Context</b>				
	2.1 Existing and Planned Conditions	Senior Planner	\$115	9	\$1,000
	2.2 Travel Market Analysis	Senior Planner	\$115	17	\$1,900
	2.3 Operational Best Practices	Senior Planner	\$115	9	\$1,000
	2.4 Identify Key Performance Indicators	Senior Planner	\$115	7	\$700
		<b>Task 2 in kind match amount</b>		<b>41</b>	<b>\$4,600</b>
<b>3</b>	<b>Analysis</b>				
	3.1 Identify Operational Strategies	Senior Planner	\$115	24	\$2,700
	3.2 Operational Analysis	Senior Planner	\$115	42	\$4,800
	3.3 Outreach	Senior Planner	\$115	96	\$11,000
	3.4 Implementation Plan	Senior Planner	\$115	34	\$3,900
		<b>Task 3 in kind match amount</b>		<b>195</b>	<b>\$22,400</b>
<b>4</b>	<b>Findings</b>				
	4.1 Draft and Final Reports	Senior Planner	\$115	21	\$2,400
	4.1 Findings Outreach	Senior Planner	\$115	35	\$4,000
		<b>Task 4 in kind match amount</b>		<b>56</b>	<b>\$6,400</b>
			<b>TOTAL</b>	<b>340</b>	<b>\$38,900</b>

\* Dollar amounts are rounded to nearest 100.

**In-kind local match provided by Bay Area Rapid Transit (BART) using local BART operating funds.**  
Match will be documented using quarterly invoices including staff timesheets for project.

## **Work Element 1121: Marin County Transit District - Internships in Transit Planning**

### **Objective**

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

The Novato Dial-a-Ride Evaluation project will focus on the operations of the newest Marin Transit service, the Novato Dial-a-Ride, to better understand who uses this service and identify improvements to operate this service more efficiently.

The Fare Payment Evaluation project will focus on how passengers pay their fares to board Marin Transit services, better understand why many passengers pay cash fares rather than use unlimited-ride passes or universal fare cards, and develop strategies to encourage use of non-cash fare options.

The Service Needs Study will evaluate the evening transit needs of low income workers. The project will result in a final report summarizing these needs and a list of recommendations to meet these service needs.

The Marketing Implementation project will focus on implementing several of the remaining marketing strategies included in the 2007 Marin Transit Market Assessment aimed at increasing exposure of the agency and preparing materials to improve the passenger experience.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
Task 1.1: Novato Dial-a-Ride Evaluation – Short background report on findings.	September 2010
Task 1.2: Novato Dial-a-Ride Evaluation – Matrix of potential projects, associated report, and final report.	November 2010
Task 2.1: Fare Payment Evaluation – Short background on findings.	March 2011
Task 2.2: Fare Payment Evaluation – Marketing/Education materials and summary report.	June 2011
Task 2.3: Fare Payment Evaluation – Matrix of improvement options, associated report, and final report.	May 2011
Task 3.1: Service Needs Study – Short background on findings.	July 2011
Task 3.2: Service Needs Study – Matrix of improvement options and associated report.	August 2011
Task 3.3: Service Needs Study – Final report detailing the case study.	September 2011
Task 4.1: Marketing Implementation – Short background on findings.	February 2012
Task 4.2: Marketing Implementation – Individual Route Maps	April 2012
Task 4.3: Marketing Implementation – Marketing materials and contact lists	May 2012

\* The schedule described above assumes an intern would work three days a week for 15 weeks on each project. Marin Transit realizes this is largely dependent on each intern's schedule and availability. Marin Transit budgeted a total of 360 intern hours for each project, and will be flexible on the schedule for each project.

### **Estimated Cost by Funding Source**

FTA 5304:	\$26,000
MCTD In-Kind Local Match:	\$ 3,503
Total:	\$29,503

Task	Activity	In Kind Contributions			
		Title	Hourly Rate	Hours	Estimated Cost
1	Novato Dial-a-Ride Evaluation	Transit Operations Manager	127	2	253
		Senior Transportation Planner 1	115	6	688
		Transportation Planner	60	3	181
		<b>Task 1 in kind match amount</b>			
2	Fare Payment Evaluation	Transit Operations Manager	127	2	253
		Senior Transportation Planner 1	115	6	688
		Transportation Planner	60	4	256
		<b>Task 2 in kind match amount</b>			
3	Service Needs Study/Marketing	Transit Operations Manager	127	3	348
		Senior Transportation Planner 1	115	6	688
		Transportation Planner	60	3	151
		<b>Task 3 in kind match amount</b>			
<b>Total In Kind</b>				<b>3,504</b>	

**Task Activity In Kind Contributions**  
**In-kind local match provided by Marin County Transit District using Measure A funds.**  
Match will be documented using quarterly invoices including staff timesheets for project.

## **Work Element 1121: Tiburon Transit Needs Assessment**

### **Objective**

The Tiburon Transit Needs Assessment will evaluate the existing transit services in Tiburon, 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 and will be reviewed on the basis of economic feasibility, improved service efficiencies, and better regional transit connections. Community outreach and public involvement will be integral to the success of the study, and ongoing coordination with multiple stakeholder groups in Tiburon is an intended outcome of the proposed study.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
Project Kick-off Meeting	July 2011
Create a Technical Advisory Committee	August 2011
Finalize Work Plan	September 2011
Existing Conditions Data Collection	January 2012
Consultation and Review	January 2012
Organize and Conduct a Public Outreach Effort	March 2013
Develop Draft Improvement Plan	June 2012
Develop Implementation Plan	July 2012
Develop Final Recommendations	September 2012
Draft Novato Transit Needs Assessment Document	February 2013
Public Review of Draft Document	May 2013
Present Final Novato Transit Needs Assessment Document to MCTD Board	June 2013

### **Estimated Cost by Funding Source**

FTA CBTP Grant:	\$ 50,000
MCTD In-Kind Local Match:	<u>\$ 6,500</u>
Total:	\$ 56,500

Task	Activity	In Kind Contributions			Estimated Cost	
		Title	Hourly Rate	Hours		
1	Project Kick-Off Meeting	Transit Operations Manager	\$126.50	0.5	\$63.25	
		Senior Transportation Planner 1	\$114.62	0.5	\$57.31	
		Transportation Planner	\$60.20	1.25	\$75.25	
	Create Technical Advisory Committee	Transit Operations Manager	\$126.50	0.5	\$63.25	
		Senior Transportation Planner 1	\$114.62	0.5	\$57.31	
		Transportation Planner	\$60.20	1.25	\$75.25	
	Finalize Work Plan	Transit Operations Manager	\$126.50	0	\$0.00	
		Senior Transportation Planner 1	\$114.62	1	\$114.62	
		Transportation Planner	\$60.20	0.25	\$15.05	
	<b>Task 1 in kind match amount</b>				<b>\$521.29</b>	
	2	Existing Conditions Data Collection	Transit Operations Manager	\$126.50	0.5	\$63.25
			Senior Transportation Planner 1	\$114.62	2.75	\$315.21
Transportation Planner			\$60.20	11	\$662.20	
Consultation and Review		Transit Operations Manager	\$126.50	0.75	\$94.88	
		Senior Transportation Planner 1	\$114.62	1.25	\$143.28	
		Transportation Planner	\$60.20	2.5	\$150.50	
<b>Task 2 in kind match amount</b>				<b>\$1,429.31</b>		
3		Public Outreach Effort	Transit Operations Manager	\$126.50	3.5	\$442.75
			Senior Transportation Planner 1	\$114.62	3.75	\$429.83
			Transportation Planner	\$60.20	12.5	\$752.50
			<b>Task 3 in kind match amount</b>			
4		Develop Draft Improvement Plans	Transit Operations Manager	\$126.50	1.75	\$221.38
	Senior Transportation Planner 1		\$114.62	0.5	\$57.31	
	Transportation Planner		\$60.20	4	\$240.80	
	Develop Implementation Plan	Transit Operations Manager	\$126.50	1.75	\$221.38	
		Senior Transportation Planner 1	\$114.62	0.5	\$57.31	
		Transportation Planner	\$60.20	4	\$240.80	
	Develop Recommendations	Transit Operations Manager	\$126.50	1.5	\$189.75	
		Senior Transportation Planner 1	\$114.62	1.75	\$200.59	
		Transportation Planner	\$60.20	3.25	\$195.65	
	<b>Task 4 in kind match amount</b>				<b>\$1,624.96</b>	
	5	Draft Document	Transit Operations Manager	\$126.50	3	\$379.50

	Senior Transportation Planner 1	\$114.62		\$0.00
	Transportation Planner	\$60.20	4.5	\$270.90
Public Review				
	Transit Operations Manager	\$126.50	1.5	\$189.75
	Senior Transportation Planner 1	\$114.62		\$0.00
	Transportation Planner	\$60.20	2.25	\$135.45
Document Presentation				
	Transit Operations Manager	\$126.50	1.5	\$189.75
	Senior Transportation Planner 1	\$114.62		\$0.00
	Transportation Planner	\$60.20	2.25	\$135.45
	<b>Task 5 in kind match amount</b>			<b>\$1,300.80</b>
	<b>Total In Kind</b>			<b>\$6,501.43</b>

**In-kind local match provided by Marin County Transit District using Measure A funds.**  
Match will be documented using quarterly invoices including staff timesheets for project.

## 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:

<b>Task and Products</b>	<b>Estimated Completion</b>
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
WCCTAC In-Kind Local Match:	<u>\$ 32,393</u>
Total:	\$282,393

Activity	Title	In-Kind Contributions		Estimated Cost	
		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	
	<b>Task 1 in-kind match amount</b>				<b>\$3,239</b>
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	
	<b>Task 2 in-kind match amount</b>				<b>\$8,098</b>
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	
	<b>Task 3 in-kind match amount</b>				<b>\$4,859</b>
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	
	<b>Task 4 in-kind match amount</b>				<b>\$4,859</b>
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	
	<b>Task 5 in-kind match amount</b>				<b>\$4,859</b>
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	
	<b>Task 6 in-kind match amount</b>				<b>\$4,859</b>
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	
	<b>Task 7 in-kind match amount</b>				<b>\$1,620</b>
	<b>Total in-kind match amount</b>				<b>\$32,393</b>

## 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 Park Merced 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.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
Project Startup-up/Meeting Agenda and Minutes	December 2010
Existing Conditions/Working Paper	June 2011
Draft Conceptual Design Alternatives/Working Paper	January 2012
Traffic Impact and Pedestrian/Bicycle Circulation Analysis/Working Paper	February 2012
Feasibility Study/Draft and Final Working Paper	May 2012

### **Estimated Cost by Funding Source**

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

## Daly City BART Access Improvement Plan

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

## **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.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
Project Startup and Summarize Baseline Conditions	April 2011
Complete System-wide Bicycle Access and Parking Needs Assessment	September 2011
Analyze Cost Effectiveness of bicycle facility investments and alternatives	November 2011
Identify Scenarios and Develop Modeling Approach	December 2011
Develop and Apply project prioritization criteria	January 2012
Complete Cost Estimates for prioritized projects	January 2012
Release Draft Bicycle Plan and Access Policy	March 2012
Revise Draft Plan and Policy to respond to comments	April 2012
Adopt Final Bicycle Plan and Access Policy	June 2012

### **Estimated Cost by Funding Source**

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

<b>Project Title Modeling Bicycle Access to Transit: BART Bicycle Plan</b>					
<b>Task #</b>	<b>Tasks</b>	<b>Department/ Title</b>	<b>Hourly Rate</b>	<b>Hours in-kind contribution</b>	<b>Estimated Cost</b>
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
	<b>TOTALS</b>			<b>275</b>	<b>\$ 29,478</b>

**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.

<b>Tasks</b>	<b>Description</b>	
<b>1</b>	<b>Prepare FY 2010/2011-2017/2018 SRTP</b>	
1.1	Prepare Overview of Transit System	6/1/2011
1.2	Review and Update Goals, Objectives, and Standards	7/30/2011
1.3	Service and System Evaluation	11/14/2011
1.4	Operations Plan and Budget	9/30/2011
1.5	Capital Improvement Program	1/15/2012
<b>2</b>	<b>Publish FY 2010/2011-2017/2018 SRTP</b>	
2.1	Publish Draft FY 2010/2011-2019/2020 SRTP	2/29/2012
2.2	Publish Final FY 2010/2011-2019/2020 SRTP	4/30/2012

**Estimated Cost by Funding Source**

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

## Rio Vista Delta Breeze Short Range Transit Plan

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

**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.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
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
MCTD 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 Senior Transportation Planner 1	\$126.50	1.5	\$189.75	
		Transportation Planner	\$60.20	3.25	\$195.65	
	Create Technical Advisory Committee	Transit Operations Manager Senior Transportation Planner 1	\$126.50	1.5	\$189.75	
		Transportation Planner	\$60.20	3.25	\$195.65	
	Finalize Work Plan	Transit Operations Manager Senior Transportation Planner 1	\$126.50	0.5	\$63.25	
		Transportation Planner	\$60.20	1.75	\$105.35	
			<b>Task 1 in kind match amount</b>			<b>\$1,025.37</b>
	2	Existing Conditions Data Collection	Transit Operations Manager Senior Transportation Planner 1	\$126.50	2	\$253.00
			Transportation Planner	\$60.20	20.25	\$1,219.05
Consultation and Review		Transit Operations Manager Senior Transportation Planner 1	\$126.50	1	\$126.50	
		Transportation Planner	\$60.20	6.5	\$391.30	
			<b>Task 2 in kind match amount</b>			<b>\$2,849.50</b>
3		Public Outreach Effort	Transit Operations Manager Senior Transportation Planner 1	\$126.50	8	\$1,012.00
			Transportation Planner	\$60.20	22.25	\$1,339.45
			<b>Task 3 in kind match amount</b>			<b>\$3,239.76</b>
		Develop Draft Improvement Plans	Transit Operations Manager Senior Transportation Planner 1	\$126.50	1.75	\$221.38
	Transportation Planner		\$60.20	8.75	\$526.75	
Develop Implementation Plan	Transit Operations Manager Senior Transportation Planner 1	\$126.50	1.75	\$221.38		
	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
		<b>Task 4 in kind match amount</b>			<b>\$3,239.88</b>
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
		<b>Task 5 in kind match amount</b>			<b>\$2,600.76</b>
		<b>Total In Kind</b>			<b>\$12,955.25</b>

## **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). Airport planning staff 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.

<b>Tasks and Products</b>	<b>Estimated Completion</b>
<b>Task 1:</b> Establishing Civil Service Classification & Requisitions	October 2010
<b>Task 2:</b> Continuous Recruitment for Interns	January 2011
<b>Task 3:</b> Continuous Interviews	April 2011
<b>Task 4:</b> Hire 1 <sup>st</sup> Intern	June 2011
<b>Task 5:</b> Hire 2 <sup>nd</sup> Intern	January 2012
<b>Task 6:</b> Hire 3 <sup>rd</sup> Intern	January 2012

### **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.

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

The following projects are managed by Caltrans

**FY11-12 FTA 5304 Transportation Planning Grant Awards (managed by Caltrans)**

**FTA 5304 Statewide or Urban Transit Planning Grants**

➤ El Camino Corridor Bus Rapid Transit Phasing Plan	\$ 221,319
➤ 19th Avenue/State Route 1 Transit Corridor Investment Study	\$ 297,600
➤ Broadway Transit Alternatives Analysis Study	\$ 299,200
➤ Transit Access: Pedestrian, Bike and ADA	<u>\$ 100,000</u>

**Subtotal** \$ **918,119**

**FTA 5304 Rural or Small Urban Transit Planning Grants**

➤ Countywide Transit Market Assessment	<u>\$ 100,000</u>
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**Subtotal** \$ **100,000**

**FTA 5304 Transit Planning Student Internship Grants**

➤ LAVTA Transit Internship Program	<u>\$ 41,200</u>
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**Subtotal** \$ **41,200**

**GRAND TOTAL** \$ **1,059,319**

APPENDIX C

STP FUNDED PROJECTS

FY 2012-2013

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

## **BACKGROUND**

Current federal statutes give MTC flexibility in programming certain federal funds across different transportation modes, and require cooperative planning, the establishment of priorities across modes, and consideration of factors such as the coordination of transportation with land use plans in 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 other regional planning agencies including the San Francisco Bay Area Development and Conservation District and the Association of Bay Area Governments to assist in addressing 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.

MTC provides funds to countywide transportation planning agencies, whether a Congestion Management Agency or a substitute agency, to play the major role in coordinating the efforts and interests of the constituent cities and transportation agencies within each county. Plan Bay Area, the Regional Transportation Plan/Sustainable Communities Strategy, will set 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, and SB 375.

## **PROJECT DESCRIPTION**

### Congestion Management Agencies/substitute agency

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 for:

- **Countywide planning**  
Assist MTC in transportation planning by representing the local interests within the county and coordinating with regional, State and federal interests, including the Regional Transportation Plan (RTP)/ Sustainable Communities Strategy (SCS), the FOCUS program, Regional Transportation Improvement Program (RTIP) and other efforts to address the requirements of SB 375 and AB 32.
- **Programming and monitoring**  
Assist MTC in delivering and monitoring projects, consistent with regional, State and federal interests. Help project sponsors deliver effective projects and meet project delivery deadlines.
- **OBAG block grant**  
Develop and implement the OBAG program. MTC is making additional funding available to the CMAs by means of a “One Bay Area Grant (OBAG)” to allow more flexibility and more strategic project selection. The block grant will encompass the Regional Bicycle Program, County Transportation for Livable Communities (TLC) Program, and Local Streets and Roads Shortfall Program. This program will require a county level Priority Development Area Growth Strategy;

details to be developed Spring/Summer 2012 and incorporated into the agreements between MTC and the CMAs/substitute agencies.

Specific tasks in the MTC-CMA agreements will be developed Summer/Fall 2012.

#### 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.

**Regional Total for CMA Planning and Programming Funding Agreements**

MTC STP	25,083,000	88.53%
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**Funding by Agency**

Alameda	\$2,833,000
Contra Costa	\$2,242,000
Marin	\$1,974,000
Napa	\$1,974,000
San Francisco	\$2,064,000
San Mateo	\$1,974,000
Santa Clara	\$3,136,000
Solano	\$1,974,000
Sonoma	\$1,974,000
Association of Bay Area Governments	\$1,974,000
BCDC.	\$990,000
MTC	\$1,974,000
<b>Total</b>	<b>\$25,083,000</b>

**Schedule**

<u>Products/Tasks</u>	<u>Agencies</u>	<u>Delivery Date</u>
Provide countywide input to regional SCS and RTP	CMAs	Ongoing
Participation in the regional planning and programming efforts. Assist in implementing ABAG/MTC's land use/transportation policies and programs	CMAs	Ongoing
Provide oversight/assistance for project delivery. Assist MTC in monitoring the progress of funded projects	CMAs	Ongoing
Progress and Financial Reports	CMAs	Quarterly
Report annual progress and plans to MTC	CMAs	Annual

**T4 New Act - Cycle 2 OBAG  
Planning Activities  
Covering FFY 2012-13 through FY 2014-15  
February 12, 2012**

(3% escalation from FY 2011-12 base year)

**County CMA Planning**

County	Agency	County CMA Planning Proposed for Cycle 2			STP Total
		2012-13	2013-14	2014-15	
Alameda	ACTC	\$916,000	\$944,000	\$973,000	<b>\$2,833,000</b>
Contra Costa	CCTA	\$725,000	\$747,000	\$770,000	<b>\$2,242,000</b>
Marin	TAM	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>
Napa	NCTPA	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>
San Francisco	SFCTA	\$667,000	\$688,000	\$709,000	<b>\$2,064,000</b>
San Mateo	SMCCAG	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>
Santa Clara	VTA	\$1,014,000	\$1,045,000	\$1,077,000	<b>\$3,136,000</b>
Solano	STA	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>
Sonoma	SCTA	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>
<b>County CMA Planning Total</b>		<b>\$6,512,000</b>	<b>\$6,714,000</b>	<b>\$6,919,000</b>	<b>\$20,145,000</b>

J:\PROJECT\Funding\T4 - New Act\T4 - STP-CMAQ\T4 Cycle Programming\T4 Second Cycle\Cycle 2 Policy Dev\One Bay Area Grant\[Cycle 2 STP-CMAQ-TE Fund Source Distribution.xls]CMA Planning

**Regional Agency Planning**

Regional Agency	Regional Agency Proposed for Cycle 2			STP Total	
	2012-13	2013-14	2014-15		
ABAG	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>	
BCDC	\$320,000	\$330,000	\$340,000	<b>\$990,000</b>	
MTC	\$638,000	\$658,000	\$678,000	<b>\$1,974,000</b>	
<b>Regional Agency Planning Total</b>		<b>\$1,596,000</b>	<b>\$1,646,000</b>	<b>\$1,696,000</b>	<b>\$4,938,000</b>

J:\PROJECT\Funding\T4 - New Act\T4 - STP-CMAQ\T4 Cycle Programming\T4 Second Cycle\Cycle 2 Policy Dev\One Bay Area Grant\[Cycle 2 STP-CMAQ-TE Fund Source Distribution.xls]CMA Planning

**APPENDIX E**

**FY 2012 -2013  
FINAL  
ENVIRONMENTAL JUSTICE PLANNING PROGRAM**

INTRODUCTION

The Environmental Justice (EJ) planning grants are intended to promote the involvement of low-income and minority communities, and Native American Tribal Governments, in the planning for transportation projects to prevent or mitigate disproportionate, negative impacts while improving their mobility, access, safety, and opportunities for affordable housing and economic development.

The EJ projects have a clear focus on transportation and community development issues that address the interests of low-income, minority, Native American, and other under-represented communities.

This list below shows the active Planning projects funded by Environmental Justice grants in the MTC Region awarded to the entities in parenthesis.

**APPROVED FY 2011/12 FUNDS**

San Pablo Avenue: Complete Streets and Pedestrian Connectivity (City of San Pablo)	\$200,000
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**APPROVED FY 2010/2011 FUNDS**

Bayview Hunters Point Community Based Mobility Solution Study (San Francisco County Transportation Authority)	\$180,000
Chinatown Broadway Streetscape Improvement Design Plan (City of San Francisco Planning Department)	\$250,000
<b>Sub Total</b>	<b>\$430,000</b>

<b>GRAND TOTAL</b>	<b>\$630,000</b>
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**APPENDIX F**

**FY 2012 -2013**

**DRAFT**

**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 2011-12 Funds**

➤ Complete Streets Planning Process for Two Main Streets in Albany	\$ 128,600
➤ West San Carlos Street and South Avenue Bascom Urban Corridor Master Plans (San Jose)	\$ 300,000
➤ Community-Based State Route 29 Gateway Corridor Improvement Plan (Napa County Transportation and Planning Agency)	\$ 300,000
<b>Subtotal</b>	<b>\$ 728,600</b>

### **FY 2010-11 Funds**

➤ Central Corridor Growth Strategy and Design Plan (San Francisco)	\$ 250,000
➤ Midcoast Highway 1 Safety and Mobility Improvement Study Phase 2 (San Mateo County)	\$ 162,462
➤ Sonoma Boulevard Corridor Project (City of Vallejo)	\$ 282,600
<b>Subtotal</b>	<b>\$ 695,062</b>

**GRAND TOTAL     \$1,423,662**

**APPENDIX G**

**FY 2012-13**

**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 and other public agencies 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 FY10-11 FUNDS**

WE 1512	TJPA: Transbay Terminal/Caltrain Downtown Extension Phase 2 Planning and Environmental (TIP ID SF-05002)	\$1,420,000
	<b>TOTAL</b>	<b>\$1,420,000</b>

#### **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 SON090002)	\$427,500
	<b>TOTAL</b>	<b>\$665,000</b>

<b>GRAND TOTAL</b>		<b>\$1,740,000</b>
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