# FY 2014-15
# OVERALL WORK PROGRAM
## FOR PLANNING ACTIVITIES IN THE SAN FRANCISCO BAY AREA

Caltrans

METROPOLITAN TRANSPORTATION COMMISSION

Association of Bay Area Governments

## FINAL
## APRIL 2014

# FY 2014-15

# OVERALL WORK PROGRAM

# FOR THE

# SAN FRANCISCO BAY AREA

Mark Luce, President
Ezra Rapport, Executive Director
Association of Bay Area Governments
MetroCenter
101 Eighth Street, Oakland, CA 94607
http://www.abag.ca.gov.

Amy Rein Worth, Chair
Steve Heminger, Executive Director
Metropolitan Transportation Commission
MetroCenter
101 Eighth Street, Oakland, CA 94607
http://www.mtc.ca.gov

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

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# List of Transportation Planning Acronyms

| | |
|---|---|
| AA/DEIS | Alternatives Analysis/Draft Environmental Impact Statement<br>AA has been replaced by MIS |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 | Califronia 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 |
| FSP | Freeway Service Patrol |
| | |
| 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 |
| MAP 21 | Moving Ahead for Progress in the 21st Century |
| 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 |
| PDA | Priority Development Area |
| 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 |
| RM2 | Regional Measure 2 |
| 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 |

| | |
|---|---|
| TAM | Transportation Asset Management Program |
| TCA | Transportation Coordination and Access (MTC Committee) |
| 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 2014-2015

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# ABAG PROSPECTUS

## I. ORGANIZATION AND MANAGEMENT

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

### A. Institutional Arrangements and Cooperative Agreements

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

#### 1. Combined Policy Development and Project Review Agreements

ABAG and MTC consult with Caltrans with regard to the transportation planning and project review. ABAG and MTC also agree to share transportation planning resources for regional land-use planning. MTC agrees to recognize ABAG's adopted Projections as the basis for the preparation of the Regional Transportation Plan (RTP). The agreement has an appendix which identifies the relative responsibilities of ABAG and MTC in airport planning. In keeping with the requirements of SB 375 (Steinberg) ABAG and MTC are jointly responsible for development of the Sustainable Communities Strategy for the region and working jointly to development the Plan. ABAG has primary responsibility for the land use component and Regional Housing Need Allocation process.

#### 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 Senior Communication Officer provides staff services under the direction of the Assistant Executive Director.

d. The Regional Planning Committee (RPC) is responsible for developing comprehensive planning policies and procedures for General Assembly and Executive Board approval. It initiates regional and subregional activities related to conservation and development, reviews reports and plans prepared by joint policy committees, task forces, and advisory committees, and makes recommendations regarding regional planning policy. Representation includes local elected officials from all nine Bay Area counties and from regional agencies to ensure coordination during plan development. The RPC also includes the following special and public interest representation: Business, Economic Development, Environment, Housing, Labor, Minorities, Public Interest, Recreation/Open Space, Special Districts, Redevelopment Agencies, Education and the Silicon Valley Manufacturing Group. The Planning Director provides staff services.

2. Interagency Committees and Responsibilities

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

a. The Joint Policy Committee (JPC) was established by a joint

ABAG/MTC Task Force in December 2003 to facilitate progress relative to regional issues. In 2004, Senate Bill 849 called for the addition of the BAAQMD to the JPC. Since that time, the Bay Conservation and Development commission (BCDC) has become a formal member of the JPC. The JPC coordinates the regional planning efforts of ABAG, BAAQMD and MTC and pursues implementation of the Bay Area's Smart Growth Vision. In 2005, the JPC adopted a Consolidated Work Program for Implementing and Refining the Bay Area's Smart Growth Vision. In 2007 and 2008 the JPC has been providing feedback and guidance for FOCUS, a voluntary, incentive-based development and conservation strategy for the Bay Area. Also in 2007, the JPC completed a six month study of climate change strategies. Since the passage of SB 375 (Steinberg), the JPC has played a key role in reviewing and commenting on the Sustainable Community Strategy and Plan Bay Area, as it is called. The JPC has twenty voting members; including five from each agency's governing board. The Secretary of the State of California's Business, Transportation and Housing Agency is an ex officio member.

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

3. Task Forces and Advisory Committees

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

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

D. Policy-making Process

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

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

Implementation of regional policies, plans, and programs is effected by local units of government acting individually or jointly. Consistency of local government actions with regional objectives is assured by actively involving local decision-makers in each step of the regional planning process. The plan and project review function provides the opportunity for ABAG to assist local governments in the coordination of efforts to better serve local needs and to implement regional goals and objectives.

## II. MAJOR PROGRAMS

### A. Regional Planning/Implementation

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

Working closely with MTC has always been critical, but the passage of SB 375 requires a greater level of coordinated land use and transportation modeling and planning in the next Regional Transportation Plan, which is part of Plan Bay Area. ABAG is responsible, along with MTC, for the Sustainable Communities Strategy or Plan Bay Area as it is called. While our current demographic, economic and land use forecasting efforts have formed the basis of this strategy, better coordination with transportation modeling, scenario analysis and significant public outreach, negotiation and discussion have been required.

ABAG made substantial improvements to its models during the 2011-12 fiscal year in anticipation of the next Regional Transportation Plan. ABAG continues to work with MTC to coordinate, update and improve our computer models to insure appropriate levels of consistency and integrate the requirements of SB 391.

Because of the complexity of the changes to the regional planning process envisioned in SB 375, ABAG and its regional partners will continue with outreach on this issue. We will be taking the opportunity to build on a strong outreach effort that has been made in previous years.

SB 375 also requires that the RTP and Sustainable Communities Strategy be coordinated with the Regional Housing Need Allocation Process (RHNA) process. In the last RHNA cycle ABAG's Executive Board adopted the final 2014-2022 RHNA numbers on July18, 2013 at the same meeting where ABAG's Executive Board and the MTC board jointly adopted the region's Sustainable Communities Strategy (SCS) know as Plan Bay Area.. Local jurisdictions must have approved housing elements for their general plans by December 2014. ABAG has provided technical assistance and information to local jurisdictions to assist state planning and reporting requirements. These efforts may include an annual housing report and a survey of housing production. In Fiscal 2014-15 ABAG will continue to provide assistance as SB 375 also changes the requirements for RHNA to require consistency with the Sustainable Communities Strategy to be developed as part of the next Regional Transportation Plan.

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

Plan Bay Area was preceded by implementation of FOCUS, the Bay Area's Regional Blueprint Plan - a multi-agency initiative led by the Association of Bay Area Governments with support from MTC as well as BAAQMD and BCDC. It became a major element of the SCS. FOCUS encompassed 170 preferred areas for development (Priority Development Areas or PDAs) and 98 conservation (Priority Conservation Areas or PCAs) and directed financial incentives, resources, and support to those areas. Together, the PDAs represent approximately three percent of the region's total land area but have self-identified the capacity to accommodate more than half the region's projected housing growth to 2035.

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

**Air Quality** - For nearly twenty years, ABAG has worked cooperatively with the BAAQMD and MTC in developing regional air quality plans to meet federal Clean Air Act requirements. ABAG has supported plan implementation by assisting cities and

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

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

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

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

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

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

**Bay Trail Development** - The San Francisco Bay Trail Project, staffed by ABAG and funded by ABAG, MTC, and State park bonds assists cities, counties and special districts around the region with planning, design and construction funding to complete a 500-mile trail system along the Bay shoreline. With 325 miles in place, the trail connects 47 shoreline cities to the Bay, to each other, and to more than 130 parks, shoreline interpretive and recreational facilities, wildlife preserves and public open spaces. Bay Trail maps are regularly updated to reflect new trail segments, waterfront destinations, and recommended hikes/bike rides

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

Given that 2014 is the 25th Anniversary of the San Francisco Bay Trail project, ABAG staff is using this landmark year to create even greater awareness of the Bay Trail through a series of events scheduled throughout the year. The publicity generated by these events should assist in raising funds to complete critical unfinished segments of the Trail.

## 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.

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

**Communications Program**

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

- To ensure that citizen involvement in ABAG decision-making is timely and that ABAG activities and policies are communicated to a regional audience;

- To employ modern communication techniques to reach the members and public through print and electronic media, to obtain greater public understanding of regional issues, and encourage inquiries and public contact with the agency;

- To utilize the Internet, through abagOnline, to disseminate ABAG information nationally and internationally as well as locally, regionally and statewide;

- To work with libraries, schools, community organizations, and other government agencies on cooperative educational programs, to expand the numbers of informed and involved citizens;

- To assist the ABAG staff in planning, coordinating, and facilitating meetings, conferences, seminars and General Assembly, to ensure wide public involvement; and

- To create, promote and produce special events to involve the public directly in ABAG programs.

## F. Equal Opportunity

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

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

a. Citizen participation and input in regional decision-making. Alienation must be avoided. Minorities, especially low income minorities, tend to have minimal participation in the political process at all levels. They should be brought into the areas of political decision-making as much as possible.

b. Gaining and maintaining Economy/efficiency through units of government that deliver effectively such services as sanitation, police and fire protection, recreation, as well as health and welfare services.

c. Legitimacy. In order for the preceding values to be maximized in a system of regional governance, the system must be perceived as legitimate. This can come about only if the economic and social needs of low income and minority people are made an explicit part of regional objectives, policies, and actions.

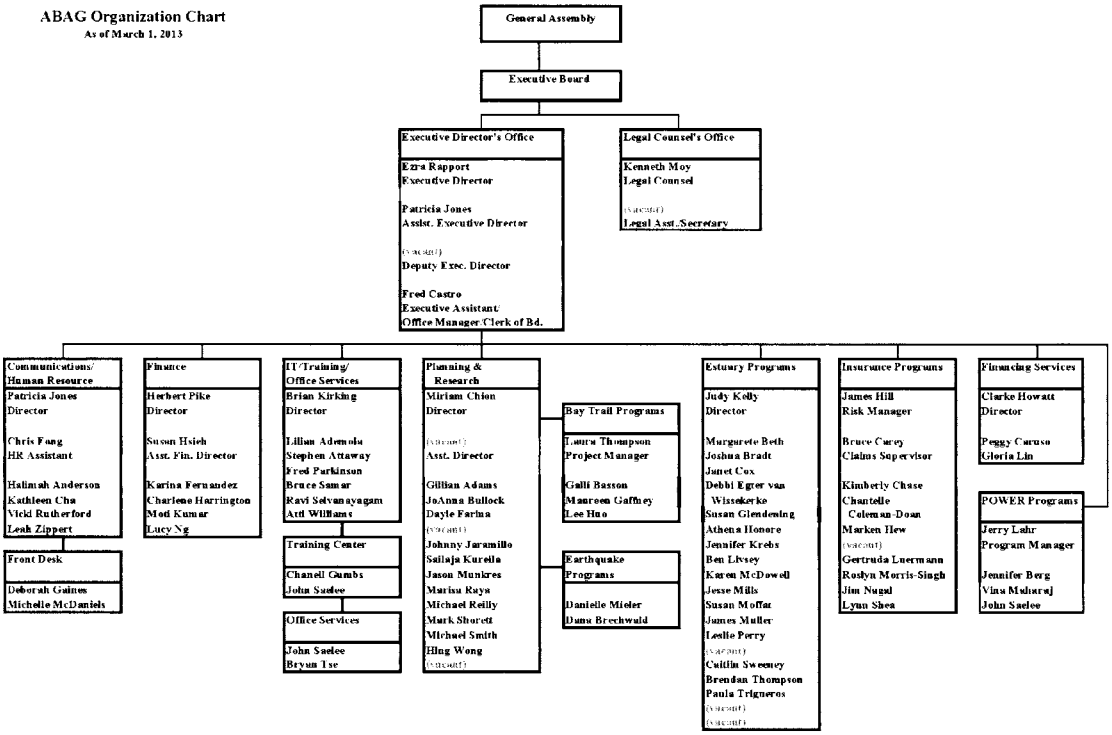
d. Indian Tribes. Continue to meet with the Bay Area Tribal Summit to share information about FOCUS and other planning initiatives that may be of interest to tribal governments. Continue to send announcements about upcoming conferences and workshops to the tribal governments.

## ATTACHMENT 1
## San Francisco Bay Area Map

Association of Bay Area Governments © 1998

# ABAG Organization Chart

As of March 1, 2013



# METROPOLITAN TRANSPORTATION COMMISSION

## CHAPTER 1: MTC PROSPECTUS

**FINAL**
**FY 2014-15**

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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 2014-14-15.

Moving Ahead for Progress in the 21st century: (MAP-21) 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 planning requirements: the *Regional Transportation Plan* (RTP) and the *Transportation Improvement Program* (TIP). In addition, per Senate Bill 375, the State of California requires that MPOs produce a Sustainable Communities Strategy encompassing a forecasted development pattern that is internally consistent with the RTP. The Commission adopted the current RTP/SCS, known as Plan Bay Area and the 2013 TIP in July 2013. As stipulated in MAP-21, 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 MAP 21 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; Promote energy conservation improve the quality of life, and promote consistency across and between modes, people and freight between transportation improvements and state and local planned growth and economic development patterns;

- 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 MAP 21 and goals embodied in Plan Bay Area.

## II. Bay Area Implementation of FY2014-15 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 – Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District (BAAQMD), and Bay Conservation and Development Commission – to cooperatively work on regional planning efforts through the Joint Policy Committee (JPC).

MTC and ABAG are now working toward implementation of Plan Bay Area a combined regional land use pattern and transportation investment strategy. MTC also works with the Bay Area Partnership to improve the overall efficiency and operation of the region's transportation network, including developing strategies for financing 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 for California's transportation planning and air quality program in Federal FY 2014-15 are:

- Core Planning Functions
- Performance Management
- Safety
- Livability/Sustainability
- State of Good Repair

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

### Core Planning Functions

Public Participation and Education

As outlined in MTC's Public Participation Plan http://www.mtc.ca.gov/get_involved/ppp/Final_PPP_Dec_3_2010.pdf (adopted in December 2010), MTC aims to give the public ample opportunities for early and continuing participation in critical transportation projects, plans and decisions, and to provide full public access to key

decisions. Public participation is essential in developing planning and funding priorities for the Regional Transportation Plan and Transportation Improvement Program to identify issues of concern and areas that require further analysis, discussion, and input to Commission decisions. The Public Participation Plan outlines the Commission's guiding principles for conducting public outreach and detailed information on opportunities for public engagement.

MTC fully documents the public participation process implemented during the development of the Regional Transportation Plan and Transportation Improvement Program, reports on the key messages heard from the public, and provides responses on how those comments are addressed in the planning process.

Plan Bay Area - Regional Transportation Plan/Sustainable Communities Strategy

Plan Bay Area 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. Plan Bay Area integrates a forecasted development pattern to house all the region's forecasted population growth through 2040 and a transportation investment strategy in a manner that reduces per capita greenhouse gas emissions related to automobiles and light trucks. Prior to Plan Bay Area, the scope of the RTP has evolved over the years 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 includes intensive interagency collaboration and public outreach and involvement. Plan Bay Area not only addresses federal planning requirements as set forth in SAFETEA-LU and MAP-21 but also California SB 375 which calls for better integration of transportation, housing and land use as a way to reduce greenhouse gas emissions. In the Bay Area, MTC worked with ABAG as well as the Congestion Management Agencies (CMAs), Caltrans District 4, BAAQMD, BCDC, transit agencies and local jurisdictions to develop a plan in which the Sustainable Communities Strategy (SCS) is fully integrated and internally consistent with the RTP. Plan Bay Area was adopted in July 2013. In FY 2014-2015 MTC will work with our partner agencies and local jurisdictions to implement Plan Bay Area http://www.mtc.ca.gov/get_involved/ppp/Final_PPP_Dec_3_2010.pdf.

Federal Transportation Improvement Program

The federally required Transportation Improvement Program (TIP) is a comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding or are subject to a federally required action, or are considered regionally significant for air quality conformity purposes. The 2013 TIP was adopted by the Commission on July 18, 2013 and approved by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) on August 12, 2013. It is valid through August 11, 2017. The TIP must be financially constrained by year, meaning that the amount of dollars committed to the projects (also referred as "programmed") must not exceed the amount of dollars estimated to be available. All projects included in the TIP must be consistent with the Regional Transportation Plan (RTP) and the TIP must be analyzed to determine if the program complies or "conforms" with the federal air quality plan (known as the State Implementation Plan or SIP) and regulations.

MTC develops the TIP in cooperation with the Bay Area Partnership of federal, state and regional agencies; county congestion management agencies (CMAs); public transit providers; and city and county public works representatives. The Bay Area's 2013 TIP http://www.mtc.ca.gov/funding/tip/#1 includes approximately 880 transportation projects, and a total of approximately $16.9 billion in committed federal, state and local funding over the four-year TIP period through fiscal year 2017.

Annual Project List
The current FTIP project list for 2013 encompasses approximately 1200 transportation projects.

Congestion Management Plan
In 2009 Caltrans replaced their Highway Congestion Monitoring Program (HICOMP) Report, prepared by both MTC and Caltrans, with their Mobility Performance Report (MPR). This new report uses data collected every day with a new standard statewide methodology for measuring freeway traffic congestion.

Overall Work Program Development
The planning funds that MAP-21 provides to MTC are used for developing and implementing Plan Bay Area, 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.

**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 policies and investments, and gives decision-making bodies an opportunity to make adjustments when needed based on detailed analysis or observed performance data. MTC continues to implement a performance-based approach to its long-range transportation planning and programming activities. Leveraging techniques such as scenario planning and quantitative benefit-cost analysis, MTC is able to forecast measurable outcomes from transportation investments and land use patterns and ensure that policy and investment decisions related to Plan Bay Area support adopted performance targets. In addition, MTC emphasizes performance monitoring to determine whether forecasted benefits are being realized.

The use of performance measures is not new to Bay Area planning and programming. SB 1492 (Statutes of 2002) requires MTC 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 Plan. MTC has conducted performance assessments for the 2001 Regional Transportation Plan, the Transportation 2030 Plan in 2005, the Transportation 2035 Plan in 2009, and Plan Bay Area in 2013 http://www.mtc.ca.gov/planning/2035_plan/. MTC will continue to enhance its performance assessment capabilities for use in the next long-range plan to be completed in 2017. At this time, the agency's adopted long-range performance targets address the following regional goals:

- Climate Protection
- Adequate Housing
- Healthy and Safe Communities
- Open Space and Agricultural Preservation
- Equitable Access
- Economic Vitality
- Transportation System Effectiveness

FHWA and FTA are undertaking rulemaking a process that will implement national performance measures and establish target-setting guidelines for states and MPOs under MAP-21. These monitoring measures will supplement MTC's State of the Region performance monitoring effort (see W.E. 1212) and will also support development of the RTP and the TIP. MTC continues to coordinate with FHWA, FTA, Caltrans, and other key stakeholders to prepare for regional MAP-21 target-setting in 2015 and 2016.

**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 plamling 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 Plan Bay Area. The adopted list includes a target to reduce by 50% the number of injuries and fatalities from collisions for all transportation modes.

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. The performance targets in Plan Bay Area reflect priorities and goals in the SHSP, including reducing fatalities and injuries for drivers, cyclists and pedestrians. Among the programs discussed in Plan Bay Area 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 Plan Bay Area 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.

Projects achieving safety goals and objectives articulated in Plan Bay Area 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. Several MTC programs such as the one Bay Area Grant (OBAG) Program, Freeway Service Patrol, and Arterial Operations Program 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 BART Transbay Tube Retrofit. Finally, the FTA Section 5307 formula program dedicates 1% of the program funding to security projects.

Only projects consistent with Plan Bay Area were included in the 2013 TIP as required by federal law. This means that even fully funded projects were excluded from the 2013 TIP if they were inconsistent with the Plan. Projects are reviewed for consistency with the Plan, 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. In addition, 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 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, and other groups focused on development and implementation of Plan Bay Area. (W.E. 1114)
- MTC has sponsored numerous Community-Based Transportation Planning efforts, in which safety figures prominently as a community concern. (W.E. 1311)
- MTC chairs an emergency planning committee composed of transit operators, Caltrans and the California Emergency Management Agency (CalEMA) to jointly undertake preparedness planning and to conduct annual exercises to address regional disasters. (W.E. 1229)
- MTC plays a key role in 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. (W.E. 6032)
- Executive staffs from MTC, Caltrans, and the California Highway Patrol meet regularly to address matters related to freeway management and safety considerations. (W.E. 1237)

**Livability/Sustainability**

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 in the Bay Area, Plan Bay Area.

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.

Plan Bay Area incorporates the "Three E" goals of sustainability — Economy, Environment and

Equity. The strategy was 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. Plan Bay Area includes targets or benchmarks for measuring our progress toward achieving these goals, which are consistent with the principles in the Livability/Sustainability PEA.

ABAG and MTC developed Plan Bay Area 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 plan's implementation (see W.E. 1611).

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 adopted the current RHNA at the same time that MTC and ABAG adopted Plan Bay Area. Local governments have until December 2014 to update their housing elements consistent with RHNA. Related zoning changes must follow within three years.

**State of Good Repair**

Per Plan Bay Area, over the next 25 years, MTC estimates that the cost to rehabilitate and maintain the region's transportation capital assets will exceed $100 billion for an ideal state of repair. Even with the bulk of the region's funding dedicated to maintaining and operating the existing system, a sizeable capital need of roughly $50 billion remains. MTC has dedicated significant resources and efforts, in concert with our partner agencies, to identify the capital asset needs and to prioritize the investments that will be most cost-effective in maintaining the capital infrastructure (see W.E. 1233).

To this end, Plan Bay Area, established the following performance metrics related to maintaining the transportation system in a state of good repair:

- Increase local road pavement condition index (PCI) to 75 or better;
- Decrease distressed lane-miles of state highways to less than 10 percent of total lane-miles; and
- Reduce share of transit assets past their useful life to 0 percent.

For streets and roads, MTC has developed and maintains a pavement asset management program that is used by nearly all of the Bay Area jurisdictions http://www.mtc.ca.gov/news/press_releases/pavement/PCI_2009.pdf. The MTC Pavement Management Program (PMP) StreetSaver® is a computer-assisted decision-making tool designed to help cities and counties prevent pavement problems through judicious maintenance, and to diagnose and repair existing problems in a timely, cost-effective manner. MTC also dedicates a significant portion of its federal dollars to pavement rehabilitation projects.

For transit, MTC is using FTA funds to develop a regional transit capital inventory that details the transit capital assets for the region's transit operators. The transit capital inventory work has been developed closely with the transit operators and is currently used to calculate current and future replacement and rehabilitation needs and costs. Future enhancements will add asset

condition information to allow better prioritization of asset replacement and rehabilitation projects in a constrained funding environment. Additionally, MTC is working with transit operators to develop the current system into a tool that the transit operators can use for asset management on an ongoing basis. MTC has been active in FTA roundtables on State of Good Repair, state-level work on transit asset management and capital planning, and is eager to continue partnering to advance the region's data and analytical framework for asset management, consistent with new policies established in MAP-21 (see W.E. 1233).

Through longstanding policy, MTC dedicates nearly all of its FTA formula funds to rehabilitation and replacement capital projects. The analytical tools discussed above, coupled with a Transit Capital Priorities policy http://www.mtc.ca.gov/funding/FTA/downloads/RES-3908_approved.pdf, are used to assign funding to the most critical transit capital replacement needs (W.E. 1514). In addition, the Commission has established multi-year funding agreements for the replacement of the BART, MUNI, AC Transit and Caltrain fleets that help to manage these large concentrated investments while still maintaining other important regional asset replacement.

State law requires Caltrans to prepare a 10-year State Highway Operation and Protection Program (SHOPP). The SHOPP identifies the various needs for all state-owned highways and bridges. The magnitude of the Bay Area's state highway rehabilitation needs and lack of available funding suggests that the maintenance needs will have to be delayed or deferred on some highways. Consistent with Plan Bay Area, MTC will continue to advocate for reliable federal transportation funding and to grow the state transportation funding. For state funding, MTC will advocate that the majority of funding be focused on preservation of the existing system, including the state highway system.

## III. MTC Organization

This section provides a description of the planning area and the MTC organization structure (including its committees, citizen-based Policy 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 Area 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 21-member policy board, eighteen of whom are voting members. Oakland and San Jose each have a seat appointed by the City's Mayor. Fourteen commissioners are appointed directly by local elected officials (each of the five most populous counties has two representatives appointed by board of supervisors and the mayors of the cities within that county, respectively; the four remaining counties' respective board of supervisors appoint one commissioner each, selected from a list of three nominees furnished by the respective Mayor's Selection Committee to represent both the cities and the board of supervisors of that county). In addition, two members represent regional agencies — the Association of Bay Area Governments (ABAG) and the Bay Conservation and Development Commission (BCDC). BCDC's appointee is required to be a resident of San Francisco and approved by the Mayor of San Francisco. The ABAG representative may not be from the Counties of Alameda or Santa Clara or from the City and County of San Francisco. 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. A select committee on Transit Sustainability has been established to oversee the project on this subject.

| MTC Committee | Responsibilities |
|---|---|
| Administration Committee | • Oversight of Agency Operations<br>• Financial Reports/Audits<br>• Agency Budget<br>• Contracts<br>• Commission Procedures |
| Executive Committee | • Acts on matters of urgency brought before it by the Chair between Commission meetings<br>• Acts on other matters assigned by Commission Chair |
| Legislation Committee | • Annual MTC Legislative Program<br>• Positions on proposed Legislation & Regulation<br>• Public Involvement and Limited English Population Plans<br>• Public Information/Media |

| MTC Committee | Responsibilities |
|---|---|
| | • Policy Advisory Council |
| Planning Committee | • Agency Work Program<br>• Regional Transportation Plan<br>• Sustainable Communities Strategy<br>• Corridor Studies |
| Operations Committee | • Oversight of Transportation System Management & Operational Activities<br>• Customer Service Programs<br>• Agency Contracts Re: System Management & Operations |
| Programming and Allocations Committee | • Fund Estimate<br>• Fund Allocations<br>• Fund Programming<br>• State Transportation Improvement Program (STIP)<br>• Federal Transportation Improvement Program (TIP) |

**Bay Area Headquarters Authority**

The Bay Area Headquarters Authority or "BAHA" is a joint exercise of powers authority created by a Joint Exercise of Powers Agreement (the "BAHA Agreement") between the Authority and MTC. BAHA was created to plan, acquire, and develop office space and facilities and undertake related activities by exercising the common powers of the Authority and MTC and the powers separately conferred by law. The Authority authorized a contribution of up to $215,450,000 to BAHA pursuant to the BAHA Agreement for purposes of acquiring and developing an office facility at 390 Main Street in San Francisco, California (the "Administration Building"). BAHA acquired the office facility at 390 Main Street for a purchase price of $92 million and has spent approximately $1.3 million as of June 2012 toward development of the facility. Portions of the building may be sold, and portions may be leased to the Bay Area Air Quality Management District (the "Air District"), the Association of Bay Area Governments, and other governmental or private tenants, in addition to being the headquarters of MTC and the Authority. BAHA has entered into a Lease Purchase Agreement with the Air District under which the Air District will lease an area equivalent to one floor and will have the option to purchase such space and a Memorandum of Understanding with the Association of Bay Area Governments (ABAG) reflecting an agreement for ABAG to purchase approximately 70,000 square feet in the building.

**Bay Area Infrastructure Financing Authority**

The Bay Area Infrastructure Financing Authority or "BAIFA" is a joint exercise of powers authority created by a Joint Exercise of Powers Agreement between the Authority and MTC. In December 2006, BAIFA issued its $972,320,000 State Payment Acceleration Notes ("SPANs"), the net proceeds of which are being used to finance a portion of the Seismic Retrofit Program described in this Information Statement. Through cooperative agreement with MTC, BAIFA has responsibility for the development, operation, financing of the 270-mile regional express lane network approved by the California Transportation Commission in 2011.

**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 an advisory group consisting 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 the environmental 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.

**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 regional economic 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

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

# STAFFING ORGANIZATION
## October 2013

**COMMISSION**
Amy Rein Worth
Chair

**EXECUTIVE OFFICE (6)**
Steve Heminger
Executive Director
Rosy Leyva
Commission Secretary
Beba Jimenez
Maria Leon

**OFFICE OF CHIEF FINANCIAL OFFICER (32)**
Brian Mayhew
CFO

Debbie Atmaja
Suzanne Bode
Vince Cabrieto
Catherine Cam
Christina Chen
Sonia Elsonbaty
Elena Federis
Abbey Haile
Girma Kebede
Betty Lam
Alan Lee
Jennifer Lee
Suk Li
Jessica Lin
Lilia Lobetos
Doris Louie
Gary Louie
Nancy Louie
Carolyn McKenzie
Mabel Melkonians
Rowena Pagtakahn
Anna Pan
Seema Prasad
Caroline Stanley
Jackie Suen
Eva Sun
Lourdes Tang
Victor Wong
Raymond Woo
Susan Woo
Russell Yuen

**DEPUTY EXECUTIVE DIRECTOR, POLICY**
Ann Flemer

**JOINT POLICY COMMITTEE DIRECTOR**
Allison Brooks

**PLANNING (21)**
Ken Kirkey
Director

Harold Brazil
Carolyn Clevenger
Sean Co
Benjamin Espinosa
Stefanie Hom
Shimon Israel
Douglas Johnson
Valerie Knepper
David Ory
Janice Richards
Drennen Shelton
Rupinder Singh
Kearey Smith
Therese Trivedi
Dave Vautin
Stella Wotherspoon
Jennifer Yeamans

Vacant - 3

**PROGRAMMING AND ALLOCATIONS (21)**
Alix Bockelman
Director

Marcella Aranda
Craig Bosman
Cheryl Chi
Melanie Choy
Adam Crenshaw
Kenneth Folan
Craig Goldblatt
Theresa Hannon
Shruit Hari
Christina Hohorst
Kimberly Hughes
Kenneth Kao
Kristen Mazur
Ross McKeown
Adam Noelting
Anne Richman
Theresa Romell
Sri Srinivasan
Sui Tan
Glen Tepke

**LEGISLATION AND PUBLIC AFFAIRS (18)**
Randy Rentschler
Director

Catalina Alvarado
Peter Beeler
Karin Betts
Ying Cai
David Cooper
Joe Curley
John Goodwin
Ellen Griffin
Pam Grove
Brenda Kahn
Georgia Lambert
Leslie Lara
Rebecca Long
Michele Stone
Julie Tunnell
Ursula Vogler

Vacant - 1

**ADMINISTRATIVE AND TECHNOLOGY SERVICES (27)**
Mamie Lai
Director

Jason Agbunag
Gavin Alavinejad
Luis Barragan
Tom Bryan
Betty Cecchini
Luz Campos
Robert Hoffman
Stephen Hohorst
RobinJames
Paula Johnson
Pratul Kant
Timo Kiessling
Thomas Lacap
Yong Lee
Ann Macaulay
Joel Markowitz
Irving Maxwell
Ethan Michaels
Gilbert Mingming
Celeste Ramos
Denise Rodrigues
Nick Roethel
Valerie Stark
Michelle Tan
Alice Truong
Amy Valukevich

**DEPUTY EXECUTIVE DIRECTOR, OPERATIONS**
Andrew B. Fremier

**OPERATIONS (37)**
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Director

Nisar Ahmed
Janet Banner
Stephen Baker
Sarah Burnworth
Shauna Callow
Rosalynn Chongchaikit
Winnie Chung
Jeff Gerbracht
Pierce Gould
Anika Jesi
Michael Kerns
Lisa Klein
Barb Laurenson
Linda Lee
Peter Lee
Sze Lei Leong
Christopher Lillie
Jim Macrae
Jaime Maldonado
Alysha Nachtigall
Ashley Nguyen
Raymond Oduniami
Abhishek Parikh
Stefanie Pow
Robert Rich
Jay Stagi
Noah Tunick
Emily Van Wagner
Radiah Victor
Lin Zhang

Vacant - 6

**ELECTRONIC PAYMENTS (21)**
Carol Kuester
Director

Stephen Abbanat
Jacob Avidon
Michael Brinton
Edgar Brown
Nancy Charles
Sylvia Cox
Mark Dinh
Manuel Espiritu
Brian Gebhardt
Michele Gillaspie
Kelley Jackson
Raymond Jocson
Mike Lee
Jef Nazareno
Derek Toups
Lynn Valdivia
Jason Weinsten
David Weir
Beth Zelinski

Vacant - 1

**BAHA (3)**
Teri Green
Director

Valerie Campbell
Stephen Wolf

**OFFICE OF GENERAL COUNSEL (5)**

Adrienne Weil *
General Counsel

Cynthia Segal
Matthew Lavrinets
Brooke Abola

Ron Ceguera

191 Positions

* Advises Commission Directly

Steve Heminger
Executive Director

# DRAFT

## INTERAGENCY AGREEMENT

**between**

## METROPOLITAN TRANSPORTATION COMMISSION

**and**

## ASSOCIATION OF BAY AREA GOVERNMENTS

**for**

## PLANNING

## FISCAL YEAR 2014-2015

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**METROPOLITAN TRANSPORTATION COMMISSION**

**AND**

**ASSOCIATION OF BAY AREA GOVERNMENTS**

THIS AGREEMENT is entered into this first day of July, 2014, by and between the METROPOLITAN TRANSPORTATION COMMISSION (hereafter "MTC") and the ASSOCIATION OF BAY AREA GOVERNMENTS (hereafter "ABAG").

RECITALS

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

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

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

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

WHEREAS, in February 2013, MTC approved a multi-year funding framework ("funding framework") that sets forth an annual commitment of funds to ABAG from FY2013-14 through FY20-21, and includes a commitment of $4,212,000 for FY14-15 and a provision that ABAG and MTC will explore ways to reduce costs related to any duplicative planning or admistrative functions, 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, 2014, to June 30, 2015 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 2014-15 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, five hundred seventy six thousand, and thirty five dollars ($3,576,035) for Fiscal Year 2014-15 subject to any reductions required under this Section 3.0. Payment shall be from the following sources in the following amounts:

| | |
|---|---|
| General Fund | $954,810 |
| FTA 5303 | $233,225 |
| FHWA PL | $1,000,000 |
| PDA PL (STP) | $660,000 |
| STP PL | $678,000 |
| HUD Grant | $50,000 |
| **Total** | **$3,576,035** |

In addition to these amounts, ABAG agrees to submit, and MTC agrees to support , an application for $1,000,000 in funding under the final round of Proposition 84 funds in FY2014-15 as well as any new state planning funds made available to the region to support ABAG's research, planning and implementation activities per the adopted Sustainable Communities Strategy (Plan Bay Area). Of this funding amount, $629,084 will be used to cover the remaining balance of MTC's funding commitment for FY2014-15. Should ABAG submit the appropriate Application(s) but not succeed in being awarded state planning funds, or is awarded a lesser amount than the $629,084 required to complete MTC's annual funding commitment, MTC agrees to cover the difference through other mechanisms as shall be reflected in an amendment to this Agreement prior to March 30, 2015

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 2014-15, as amended on or before July 1, 2014.

Funding from FTA and FHWA shall be contingent upon approval by these agencies of the FY 2014-15 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. MTC will provide intra-regional modeling support through UrbanSim. ABAG will provide local policy and development information to MTC as input to UrbanSim.

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 2014-15 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, 2013.

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

| **METROPOLITAN TRANSPORTATION COMMISSION** | **ASSOCIATION OF BAY AREA GOVERNMENTS** |
|---|---|
| Ann Flemer,<br>Deputy Executive Director, Policy | 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.

- **PDA PL:** Priority Development Area Planning Funds provided by MTC.

- **STP PL:** Station Area Planning estimates provided by MTC

- **Proposition 84:** State Proposition 84 Grant Funding

- **HUD:** U.S. Department of Housing and Urban Development Sustainable Communities Partnership Grant Funds

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 2014-2015**

The Scope of Services detailed in this appendix describes the work ABAG will carry out during FY 2014-2015 pursuant to Section 4.0 of the Agreement, which delineates ABAG's planning responsibilities.

## WORK ELEMENT

### Work Element 1.1 (101001): Planning Services and Research Program

### 1. Planning Services

### Project Description

After the joint approval of Plan Bay Area by ABAG and MTC Boards on July 2013, staff is working cooperatively with MTC and local government partners to implement the plan by directing resources to the PDAs and addressing the key housing and economic development challenges.

It is apparent that resources necessary to implement Plan Bay Area are limited and a dedicated effort is needed to realize the vision for the region. Staff will develop and pursue a legislative agenda that seeks to identify funding and adopt policies that advance PDA growth and development.

The planning objectives for fiscal year 2014-2015 are to:

- Identify and implement affordable housing production and economic development strategies that support the land use pattern in Plan Bay Area
- Develop and pursue a legislative agenda to identify and obtain funding to advance growth in PDAs
- Jointly complete land-use supportive policies to implement Plan Bay Area with MTC
- Coordinate implementation of the One Bay Area Grant (OBAG) with MTC
- Coordinate the implementation of the Transit Oriented Affordable Housing Fund with MTC
- Implement the Regional Prosperity Plan, HUD-funded Sustainable Communities Initiative with MTC
- Manage PCA and PDA Planning grants
- Provide technical assistance to PDAs
- Identify model infrastructure projects in PDAs
- Assess the PDAs in the Inner Bay Corridors (Grand Boulevard Initiative, San Pablo Corridor, Oakland to San Jose Corridor) relative to infrastructure needs, employment centers, and transit access.
- Develop policy related to planned capacity for employment growth in relation to housing and transportation

- Establish and implement the OBAG Priority Conservation Areas program

**Planning Factors Addressed**

- Support the economic vitality of the Bay Area, especially by enabling global competitiveness, productivity, and efficiency
- Support the economic and environmental sustainability and equitable development of the region
- Increase the accessibility and mobility of people and for 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

**Previous Accomplishments**

Previous accomplishments include adoption of Plan Bay Area on July 2013 and the assessment of PDAs along the Inner Bay Area Corridors. Economic and demographic analysis have been reorganized. The PDA Growth and Investment Strategies Reports were completed by the Congestion Management Agencies supported by ABAG and MTC staff. New PCA criteria was developed.

**Work Plan**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Develop, manage, and monitor progress on the overall work plan and schedule for PDA implementation. | ▪ Technical memos and reports<br>▪ Attendance at local TAC, CMA, and working group meetings<br>▪ Administer planning grants<br>▪ New PDAs; PDA website update<br>▪ Inner Bay corridor work groups<br>▪ Corridor economic strategies | 7/01/14 | 6/30/15 |
| 2 | Research, engagement, advocacy, and information sharing to increase **affordable housing** funding, remove housing production barriers, and promote affordable housing preservation. | ▪ Technical memos and reports<br>▪ Attendance at local TAC, CMA, and working group meetings<br>▪ Implementation of funding gap strategies<br>▪ Best practices toolkit<br>▪ Outreach materials to support affordable housing<br>▪ Housing Element Update support | 7/01/14 | 6/30/15 |
| 3 | Implement the **Regional** | ▪ Staff reports & Presentation | 7/01/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| | **Prosperity Plan**, HUD-funded Sustainable Communities Initiative with MTC | Materials<br>▪ Technical Reports:<br>▪ Affordable Housing Funding Gap<br>▪ Fair Housing Equity Assessment<br>▪ Development Tracking System | | |
| 5 | Revise and implement **PCA program** in coordination of other agencies | ▪ Staff reports<br>▪ Presentations<br>▪ Revised PCA framework | 7/01/14 | 6/30/15 |
| 6 | Work with MTC to support **RAPC** | ▪ Attend/host meetings, participate in TAC | 7/01/14 | 6/30/15 |
| 7 | Continue working with SFEP, BCDC, the JPC and other stakeholders on the **Resilience Shorelines** | ▪ Attend meetings, assist with report development, present findings | 7/01/14 | 6/30/15 |
| 8 | Publish Intergovernmental Review Newsletter (aka **CEQA Clearinghouse**) | ▪ Published newsletter<br>▪ Post projects which have complied with intergovernmental review procedures | 7/01/14 | 6/30/15 |
| 9 | Provide **external communication** support for planning activities | ▪ Outreach materials for local governments and external stakeholders | 7/01/14 | 6/30/15 |

**Anticipated Future Activities**

- Support equitable development and infrastructure investments in PDAs
- Identify alternative strategies for the preservation and production of affordable housing
- Support collaboration and sustainable development along the Inner Bay Area Corridors
- Strengthen the Resilient Shorelines program
- Refine economic analysis and strategies

## 2. Regional Research, Modeling and Analysis

### Project Description

- Maintain and expand databases to support economic and demographic analysis, assessment of land use decisions, and economic development
- Design a system to track new housing and commercial development and land allocation for housing and major new employment centers.
- Undertake studies focusing on economic growth, including drivers and constraints, the locational choice of jobs and housing, implications of changing demographics for housing demand and labor force growth, and other demographic issues.
- Redesign or purchase new models for forecasting regional trends.
- Provide forecasting, customized data, analysis and recommendations to MTC and other regional agencies, local governments, congestion management agencies and the private sector
- Work with member governments and adjoining regions to improve databases and model assumptions.
- 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
- Provide data, forecasting and analysis for the development of policies related to the PDA Growth and Implementation Strategy and the Projections
- Develop methodology for providing income forecasts at the regional, county and city levels.
- Prepare housing data for local jurisdictions as required by HCD
- Prepare State of the Region and Vital Signs material on Land Use and the Economy

### 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 accessibility and mobility of people and for 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

### Previous Accomplishments

- Revision of the UrbanSim Land Use Model
- Improved linkage with MTC's travel model
- Comprehensive Land Use Inventory
- Underlying economic and demographic analysis for Plan Bay Area

- Projections 2013
- Affordable Housing Gap Analysis
- Housing the Workforce, Economic Development, and Conservation and Open Space policy background papers

Fair Housing and Equity Assessment

**Work Plan**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Work with consultant to develop Demographic Forecasting Model | ▪ Technical memos and reports<br>▪ Data products | 7/01/14 | 6/30/15 |
| 2 | Select and calibrate regional economic modeling approach and make preliminary economic forecasts | ▪ Progress report<br>▪ Data products | 7/1/14 | 6/30/15 |
| 3 | Conduct economic analysis that supports PDA growth and implementation strategy | ▪ Technical memos and reports<br>▪ Data Products | 7/01/14 | 6/30/15 |
| 4 | State of the Region report and land use and economic analysis for MTC Vital Signs web site. | ▪ Technical memos and reports<br>▪ Data Products | 7/01/14 | 6/30/15 |
| 5 | Research memos on factors related to regional and UrbanSim modeling | ▪ White paper(s) and technical memos | 7/01/14 | 6/30/15 |

**Anticipated Future Activities**

*Regional Economic Model, Model Implementation, Economic Analysis and Demographic Forecast, Participation in UrbanSim Design*

The ABAG Research, Modeling and Analysis activity will focus on the quality of our demographic data and economic analysis. With the anticipated shifting of some of the land use modeling to MTC, ABAG's role in forecasting will shift somewhat, but will remain crucial to both regional and intraregional projections. Our research staff will

- Strengthen the regional economic and demographic modeling systems.
- Analyze information on migration and demographic information as well as the restructuring of the regional economy in the Bay Area. coordinate with MTC and collabore with UC Berkeley on the revised land use model. Continuing to integrate local policy into the intraregional forecasting (UrbanSim) will allow us to better understand development trends areas across neighborhoods and to assess the feasibility of PDA plans.

- Efforts will continue to improve information on the existing housing development, costs of construction, and commercial and residential rents in the region. ABAG staff will work with local agency staff to develop a tracking system for identifying development prospects, plans and new residential and large nonresidential projects.

**APPENDIX C**

**ABAG BUDGET SUMMARY**

**MTC/ABAG JOINT PROGRAM, FY 2014-15**

| WORK ELEMENT | FTA 5303 | FHWA PL | General Fund (matching funds) | STP PL | PDA PL | HUD | TOTAL |
|---|---|---|---|---|---|---|---|
| Regional planning, modeling, research and outreach, including intergovernmental coordination | $233,225 | $1,000,000 | $954,810 | $678,000 | $660,000 | $50,000 | $3,576,035 |
| Totals | $233,225 | $1,000,000 | $954,810 | $678,000 | $660,000 | $50,000 | $3,576,035 |

## APPENDIX D
## ABAG/MTC EXCHANGE OF I. T. 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.

# CHAPTER 2: UNIFIED WORK PROGRAM

## CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

## FY 2014-15

# Caltrans Work Elements

## Goals and Objectives

Caltrans Work Elements advance the vision of the California Transportation Plan (CTP) to promote a fully integrated, multimodal, sustainable transportation system that supports the three outcomes (3Es) that define quality of life: prosperous economy, human and environmental health, and social equity. Caltrans has the responsibility to steward federal transportation planning funds and ensures that the current 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 the regional transportation planning guidelines adopted by the California Transportation Commission (CTC), which closely linked transportation planning and land use planning in response to the passage of Senate Bill 375 in September of 2008. As an outcome of this legislation, the reduction of greenhouse gases (GHG) has become one of the key priorities in the transportation planning process in addition to improving transportation mobility, addressing federal air quality criteria pollutants and ensuring that the statewide regional transportation planning activities address tribal, local, regional, and statewide mobility and economic needs.

Caltrans is responding to these legislative initiatives through planning activities that promote an integrated, multimodal transportation system. Another key piece of legislation for state planning is Senate Bill 391 (SB 391).

SB 391 requires the State's long-range transportation plan, the CTP, to address the goals and intent of the legislation by identifying the statewide, integrated multimodal transportation system that will be needed to achieve maximum feasible reductions in GHG emission. In response to this requirement, Caltrans has prepared the California Interregional Blueprint Interim Report, December 2012, which articulates the State's vision for an integrated multimodal transportation system that complements regional transportation plans and land use visions. This strategic framework provides the basis for the State's CTP 2040 scheduled for approval in December 2015.

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## Work Element 6.1 – California Transportation Plan 2040 (CTP 2040)

### 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.
- 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 the California Transportation Plan 2040 (CTP 2040) 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. CTP 2040 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 California Transportation Plan 2040.

### Current Tasks

- Review & comment on Draft Materials.
- Participate in Monthly Teleconference updates.
- Share the CTP 2040 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** | **Estimated Completion Date** |
|---|---|
| CTP 2040 | Ongoing 2012/13 to 2015/16 |
| **Estimated Cost by Funding Source** | **Estimated Person-Months and Cost** |
| Not funded through the OWP process | N/A |

## Work Element 6.2 – State Transportation Project Inventory (STPI)

### Objectives

Using GIS software, the STPI 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, and transit improvement projects at both the State and regional levels.

STPI's sketch-level datasets assist transportation planners and other 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 GIS Tool, called the California Transportation Investment System (CTIS) was released.

Over time, the tool was updated and modified, but eventually became difficult to maintain given changes in GIS technology and end user needs. It was determined that a newer version of CTIS was needed to take advantage of current GIS and technology and provide Planners with a tool to help inform decision making and development of the next iteration of the California Transportation Plan. This tool, called the State Transportation Project Inventory (STPI), is being designed as a geospatial database containing all statewide transportation projects (listed in all regional and state planning and programming documents, covering all travel modes, in all jurisdictions) as a consolidated list, in a standardized format, to provide a high quality geo-referenced data repository needed for analysis and mapping. Consultant will work with agencies to collect the data and geo reference each project, and construct a comprehensive GIS data repository compatible with ESRI platform.

The key deliverable will be a geo-referenced data file, and will include both feature classes and data tables (including spatial and attribute). The data repository will ultimately be stored on the Caltrans network in a single file.

### Previous and Ongoing Related Work

- A consultant team has been brought in to populate the STPI database with planned and programmed project information.
- Programmed project data (STIP/SHOPP) is available internally.

### Tasks

- Provide input to HQ with regard to development of STPI data listing, including appropriate data fields.
- Coordinate with HQ/consultant team charged with populating STPI database.
- Review and verify data for District in the STPI tool.
- Evaluate tool and provide feedback for tool improvement.

**Products**

- Georeferenced listing of all programmed and
- planned projects

**Estimated Completion Date**

Ongoing

**Estimated Cost by Funding Source**

Not funded through the OWP process

**Estimated Person-Months and Cost**

N/A

## Work Element 6.3 – Planning 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 Corridor 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 Transportation Plan, Interregional Transportation Strategic Plan (ITSP) , Regional Transportation Plan/Sustainable Communities Strategy, and Countywide Transportation Plans).

### Previous and Ongoing Related Work

- Monitor & Coordinate with Statewide Planning & Programming Initiatives (California Transportation Plan (CTP 2040); CTC STIP 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 Transportation Plan (CTP 2040) Update.
- Coordination with MTC on RTP/SCS development (Plan Bay Area) implementation, and preparations for the 2017 RTP/SCS.
- Coordination between Office of System & Regional Planning and Headquarters Division of Transportation Planning (DOTP) on new initiatives and draft legislation emanating from the federal, State, and regional levels.
- Monitor MAP 21 Implementation, next Federal Reauthorization efforts, and any new Federal Economic Stimulus Initiatives (ARRA, TIGER, etc).

| 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

- Continue to serve as the principal mechanism for Caltrans long-range transportation planning at the corridor and system levels.
- Incorporate and propose long-range solutions to the impacts of projected growth in the Bay Area in System Planning documents.
- Analyze the multimodal system for the purpose of integrating plans with a goal to enhance the interregional and regional movement of people and freight.
- 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.
- Incorporate Complete Streets in System Planning processes and products by addressing transportation needs, safety and efficient access for all legal users of the system.
- Support Sustainable Community Strategies (SCS) by incorporating Smart Mobility Framework principles into System Planning process and products.
- 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.
- 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.
- 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.
- Work with the Office of Advance Planning on the development of Project Initiation Documents that are reflecting long-term System Planning priorities as expressed in district Transportation Concept Reports and other district, local, regional, and statewide planning documents.

### 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 accompanying Project List.
- 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 requests, and related documents with regard to System Planning issues.
- Provide System Planning input on local development projects and their impacts on the State Highway System.

## Work Element 6.5 – Partnership Participation/Planning Grants

### Objectives

- Participate in transportation planning studies in partnership with local and regional agencies.
- Ensure implementation of planning studies awarded to District 4 agencies and provide contract management services.
- Serve as a liaison between internal Caltrans partners and external partners including Tribal Governments to ensure coordination of planning efforts between the various planning entities and levels involved.

### Description

District 4 Transportation 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. Staff members work with Congestion Management Agencies and local and regional transportation planning agencies in evaluating identified transportation system improvements as to their costs, environmental and social impacts and overall consistency with federal, State and regional planning goals and objectives. Staff members represent the interests of the Department in meetings and transportation planning studies, as well as provide technical expertise and information.

District planning staff may also assist local and regional transportation planning agencies in developing and preparing transportation planning studies, as well as provide technical expertise and information on State 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 partnership studies.
- Attend and participate in CMA local and regional transportation planning agencies meetings and Technical Advisory Committees (TAC).

### Tasks

- Provide expertise to CMAs, 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.
- Represent Caltrans before CMAs, local and regional transportation planning agencies to discuss projects, plans and studies.
- As an active partner, attend and participate in CMAs, local and regional transportation planning agencies Policy and Technical Advisory Committee meetings as necessary.
- Coordinate with MTC, CMAs, and other Local and Regional Transportation Planning Agencies to solicit planning grant proposals.
- Participate in Caltrans planning grants' call-for-projects.
- Assist local and regional agencies in the preparation of Caltrans planning grant proposals.
- Manage Partnership Planning grants awarded to District 4 agencies.

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

Partnership Participation/Planning Grants
Please see Appendix C for projects funded by Partnership Participation/Planning Grants in the MTC region.

## Work Element 6.6 – Overall Work Program Management

### Objectives

To fulfill the State's responsibility in carrying out the review, monitoring, and approval responsibility of 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.
- Coordinate with HQ and MTC staff the needed changes to improve process and content in the Request for Reimbursement and Quarterly Progress Reporting submittals.
- Continue to consult and coordinate with HQ and FHWA/FTA the implementation of early consultation process with regards to MTC's preparation for next FY's OWP.
- Continue to communicate and coordinate with MTC and HQ ORIP the resolutions to unresolved/reoccurring issues in previous OWPs.
- Assist Planning Managers in the administration FHWA Partnership Planning and FTA 5304 grants.

### 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/update Caltrans District 4 Work Elements for the region's planning activities.
- Submit to MTC quarterly reports on Caltrans Work Elements.
- Review MTC's quarterly reports for consistency and progress towards completion of their deliverables as noted in the OWP, and submit to HQ ORIP District Liaison.
- Attend Annual MPO meetings and represent the Department on related issues.
- Provide recommended OWP approval letter, draft and Final OWPs to HQ ORIP and FHWA/FTA by their respective due dates.
- Approve and send all additional OWP documents, i.e., 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.
- Review, approve and submit to HQ ORIP MTC's Year End Package.

- Assist Caltrans Work Element Managers in the overall administration of discretionary program funds.

| Products | Estimated Completion Date |
|---|---|
| • Caltrans Work Elements for the OWP annual update | February 2014 |
| • 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 |

## 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

Local Development-Intergovernmental Review (LD-IGR) is a mandated ongoing statewide effort focused primarily on avoiding, eliminating, or reducing to insignificance, potential adverse impacts of local development on the transportation system. This function reviews 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. Coordination 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.
- Coordinate and attend meetings with lead agencies, Tribal Governments, and developers to discuss local development projects.
- Review encroachment permits for compliance with CEQA and to ensure agreed upon mitigation measures are implemented.
- Attend public hearings, Tribal Council meetings, and local agency meetings related to land-use when necessary
- Conduct and/or attend scoping meetings when necessary.
- Coordinate with Headquarters on legislation related to the CEQA process.

| Products | Estimated Completion Date |
|---|---|
| • Written comments to lead agencies on their proposed projects and environmental documents. | Ongoing |
| • Documents on Tribal government-to-government relations | Ongoing |

| Estimated cost by funding source | Estimated Person-Months and Cost |
|---|---|
| TBD | 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 investigate the existing deficiencies; determine project purpose, needs and scopes; develop and evaluate different alternatives; propose tentative project development schedules; and estimate support and capital costs and schedules for programming purposes. They ensure that transportation projects are feasible, constructible, and viable.

### Previous and Ongoing Related Work

- Implement guidance and requirements of SB 45 and AB 1477.
- 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 guidance to streamline PID process of local funded projects on State facilities. Implement the updated PID guidance to streamline process of State Highway Operations and Protection Program (SHOPP) projects.
- Prepare PIDs for projects that currently listed in the 10-Year SHOPP Plan and are candidate projects for 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 among transportation planning, 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 life cycle cost analysis (LCCA) whenever appropriate.
- Include value analysis reviews whenever appropriate.

| Products | Estimated Completion |
|---|---|
| New projects and special studies are subject to priorities and resources provided for those specific purposes | Ongoing |

| Estimated Cost by Funding Source | Estimated Person-Months and Cost |
|---|---|
| Not funded through the OWP process | 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

- Federal directives such as Executive Order 13175 of November 6, 2000, Executive Order Number 12898 of February 11, 1994, and the State of California Executive Order W-26-92 of April 8, 1992, Assembly Concurrent Resolution 185, Battin (September, 2000), and Caltrans Director Policy 19 (August, 2001) provide the foundation for working with the California Tribes and communities.
- Provide liaison staff to implement State and Federal laws and directives to be sensitive to the Native American interests, and encourage active participation by Tribal Governments and Native American organizations, groups, and individuals in developing and implementing transportation plans and projects.

### Previous and Ongoing Related Work

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

### 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 | Estimated Completion Date |
|---|---|
| Not funded through OWP process | 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

- Caltrans, Division of Transportation Planning provides the Environmental Justice Grant Program to support the Federal Transportation Planning goals under Title 23, U.S. Code, Section 134 and to be consistent with federal orders (Executive Order 12898, DOT Order 5610.2, and FHWA Order on EJ dated December 1998).
- 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.
- Caltrans EJ planning grant program promotes 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 mobility, access, safety, and opportunities for affordable housing and economic development.
- Environmental Justice studies funded by Caltrans EJ Grant Program support Senate Bill 375 (2008), Sustainable Communities Strategy (SCS) efforts, compliment the region's SCS efforts, and support Complete Streets and Smart Mobility Framework.

### 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 or other funding programs requiring/offering participation of the EJ Community.
- Monitor EJPG contracts.

- Review Project Study Reports (PSRS) and Project Reports for Title VI, Environmental Justice compliance.
- Conduct outreach efforts to traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e., Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and leaders.

| **Products** | **Estimated Completion** |
|---|---|
| • Management of EJ Grants | Varies with the Award Year |
| • Documentation of outreach efforts and meetings<br>• with traditionally under-represented and under-served populations and their community leaders | 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**

Please see Appendix D 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 was 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.

| **Products** | **Estimated Completion Date** |
|---|---|
| • 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.

**Community Based Transportation Planning Grants** **Estimated Completion Date**

*Please see Appendix E for project descriptions of the current Transit Planning Grants.*

2011/2012 CBTP Studies — February 28, 2014

- Community-Based State Route 29 Gateway Corridor Improvement Plan
- Complete Streets Planning Process for Two Main Streets in Albany
- West San Carlos Street and South Bascom Avenue Urban Corridor Master Plans

2012/2013 CBTP Studies — February 28, 2015

- City of San Mateo Sustainable Streets Plan
- Living Alley Pedestrian Network, San Francisco Planning Department
- South Richmond Transportation Connectivity Plan

2014/2015 CBTP Studies — N/A

The Community-Based Transportation and Environmental Justice Grant Programs are on hiatus. Look for opportunities to apply for these grant programs again in 2015-2016

## Work Element 6.12 – FTA Section 5304 Transit Planning Studies Programs

### Objectives

- **Transit Planning for Sustainable Communities** – To address transit planning issues of statewide or regional significance in urban service areas with populations greater than 100,000. The proposed planning studies are intended to improve transit services and to facilitate congestion relief by offering a sustainable alternative to the single occupant vehicle.

- **Transit Planning for Rural Communities** – To help with the technical planning for the operation and maintenance of a sustainable transit system. The intent is to support transit and/or intermodal planning studies that show benefit to rural or small urban service areas with a population of 100,000 and less. **Transit Planning Student Internships** are eligible within this grant program category.

### Description

The Transit Planning Studies Program promotes a balanced, comprehensive multi-modal transportation system. These grants may be used for a wide range of transportation planning purposes which address local and regional transportation needs and issues. The implementation of these grants should ultimately lead to the adoption, initiation, and programming of transportation improvements.

**Current FTA Section 5304 Transit Planning Study Projects** **Estimated Completion Date**

*Please see Appendix A for project descriptions of the current Transit Planning Grants.*

2011/2012 Transit Planning Studies — February 28, 2014

Statewide or Urban Transit Planning Grants

- El Camino 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 ($100,000)

Rural or Small Urban Transit Planning Grants

- Countywide Transit Market Assessment ($100,000)

Transit Planning Student Internships

- LAVTA Transit Internship Program ($41,200)

2012/2013 Transit Planning Studies — February 28, 2015

Statewide or Urban Transit Planning Grants:

- Emeryville-Oakland-Berkeley Transit Study ($250,000)
- Geneva Harney BRT Feasibility Study ($300,000)

Rural or Small Urban Transit Planning Grants

- None were awarded this fiscal year

Transit Planning Student Internships

- SFO Ground Transportation Planning Interns ($44,000)

2013/2014 Transit Planning Studies — February 28, 2016

Statewide or Urban Transit Planning Grants:

- BART Embarcadero and Montgomery Capacity Implementation Study ($237,500)
- City of Hayward Transit Connector Feasibility Study ($177,060)
- ECCTA System Re-Design ($240,000)

Rural or Small Urban Transit Planning Grants

- Coordinated Marin County Student Transportation Plan ($100,000)

Transit Planning Student Internships

- AC Transit Transportation Planning Intern ($50,000)
- CalMod Transit Planning Internship Program ($49,951)

| **Estimated Cost by Funding Source** | **Estimated Person Month & Cost** |
|---|---|
| Not funded through OWP process | N/A |

## Work Element 6.13 – 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 6.14 – 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 Complete Streets Policy, 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 meetings of the 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 | Estimated Completion Date |
|---|---|
| • Review and provide input on planning- and design-level documents | Ongoing |
| • Coordinate District 4 Bicycle Advisory Committee | Quarterly |

| Estimated Cost by Funding Source | Estimated Person Month & Cost |
|---|---|
| Not funded through OWP process | N/A |

## Work Element 6.15 – 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 (SHS). This function assists the Department in meeting goals associated with AB 32, SB 375, and SB 391 by promoting alternative transportation modes to decrease vehicle miles traveled and associated green house gas emissions and increasing the efficiency of the SHS. Specifically, emphasis is placed on three areas: 1) leveraging the existing SHS to promote faster transit service, 2) promoting connectivity and integration of all rail systems, and 3) enhancing the existing District Park and Ride program. Internally, this office works with other functional units to ensure that transit/rail/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

- Transit Coordination Plan for San Francisco-Oakland Bay Bridge Closure September 2013
- Richmond Parkway Transit Center Feasibility Study, December 2012
- 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.

| **Products** | **Estimated Completion Date** |
|---|---|
| • Input on DRI's TAC for "BRT Toolbox" | Spring 2014 |
| • 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 |

| **Estimated cost by Funding Source** | **Estimated Person-Months and Cost** |
|---|---|
| Not funded through the OWP process | N/A |

## Work Element 6.16 – 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 Freight Mobility 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 Freight Mobility 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, Innovation and System Information, the Division of Aeronautics, the Division of Rail, and Traffic Operations Program. 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 for 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** | **Estimated Completion Date** |
|---|---|
| Internal policy document | Ongoing |
| **Estimated Cost by Funding Source** | **Estimated Person-Months and Cost** |
| Not funded through OWP process | N/A |

## Work Element 6.17 – 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 PM2.5 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 May27, 2008. The latest approved SIP for ozone is the 2001 Ozone Attainment Plan.
- U.S EPA lowered the 24-hour PM2.5 standard from 65 ug/m3 to 35 ug/m3 in 2006. U.S. EPA designated the Bay Area as nonattainment for the PM2.5 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 PM2.5 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 (PM2.5) 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 PM2.5 hot-spot analyses for the Bay Area. Interagency consultation on project level PM2.5 conformity is also facilitated through MTC's Air Quality Conformity Task Force. Because the Bay Area is designated as a PM2.5 non-attainment area, Bay Area project sponsors are required to undergo project level conformity determinations for PM2.5 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 2040 Plan and 2013 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** | **Estimated Completion Date** |
|---|---|
| • Air Quality Conformity Task Force Decisions | Monthly |
| • RTP/TIP Transportation Conformity Analysis Input | As Needed |
| • PM2.5 Project Assessment Forms | As Needed |

| **Estimated Cost by Funding Source** | **Estimated Person-Months and Cost** |
|---|---|
| Not funded through the OWP process | N/A |

## Work Element 6.18 – 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 2013, Caltrans District 4, in partnership with BCDC, MTC, and BART, was awarded a $300,000 FHWA grant and will develop a study titled, "Climate Change and Extreme Weather Adaptation Options for Transportation Assets in the Bay Area". The study is scheduled to be completed in August, 2014.
- 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.
- Caltrans District 4, BCDC, MTC and BART will continue work on the FHWA-funded Adaptation Options 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 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.
- Staff will continue work on the Adaptations Options for Transportation Assets Study with partner agencies.

| **Products** | **Estimated Completion Date** |
|---|---|
| • BCDC ART Project | Complete |
| • BCDC ART Program | Fall, 2014 |
| • Trans. Adaptation/Resiliency Study | TBD |
| • Adaptation Options Study | Summer, 2014 |

| **Estimated Cost by Funding Source** | **Estimated Person-Months and Cost** |
|---|---|
| Not funded through the OWP process | 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

### Objective

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

### Description

The Federal government has established the Federal Transit Administration's (FTA) Section 5311 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 FTA Section 5311 grant program.

### Tasks

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

### Products

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

| Estimated Cost by Funding Source | Estimated Person Months and Cost |
|---|---|
| FTA 49USC 5311 $69,544 | Caltrans: 8.5 $69,544 |

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

### Objectives

Provide park-and-ride facilities 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 or bicycles, to join carpools and to access bus and/or 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 proposed improvements and the planning and development of additional facilities as appropriate. Activities include coordination of maintenance, vehicle code enforcement, and review of non-rideshare and permitted use requests. 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 | Estimated Completion Date |
|---|---|
| • Project Reports | Ongoing |
| • Annual Program Inventory | Ongoing |

| Estimated Cost by Funding Source | Estimated Person Months and Cost |
|---|---|
| Not funded through OWP process | 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 Ramp Metering Systems on all nine Bay Area Counties (Alameda/Contra Costa/Marin/Napa/San Francisco/San Mateo/Santa Clara/Solano/Sonoma Counties).

### 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. In 2012-13 the FSP will reduce the number of trucks to 79, and expand to 541 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 17 Tow Service contracts (Request For Proposals) for 2014.
- Assist in evaluation of replacement automatic vehicle locator and Mobile Data Terminal subsystem.
- Assist in evaluation of FSP telecommunication system and management reporting system.

| Products | Estimated Completion Date |
|---|---|
| • Collect and report statistical data on the Number of, location, and type of assists, services Rating average time waiting for FSP to arrive. | Monthly |

| Estimated Cost by Funding Source | Estimated Person Months and Cost |
|---|---|
| Not funded through OWP process | 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 | Estimated Completion Date |
|---|---|
| • Silicon Valley Smart Corridor Phases 1, 2 and 3 | Completed |
| • East Bay SMART Corridor construction on State Highway | Completed and on-going |
| • Operation of field equipment and links between local agencies and Caltrans TMC | Pending resolution of security issues |
| • Implementation of ramp metering in the Corridor | Ongoing |

| Estimated Cost by Funding Source | Estimated Person Months and Cost |
|---|---|
| Not funded through OWP process | 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 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 Sustainable Community Strategies will be modeled.
- Continue 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 | Estimated Completion Date |
|---|---|
| Travel Demand Model for Sustainable Community Strategy Land Use | Ongoing |

| Estimated Cost by Funding Source | Estimated Person-Months and Cost |
|---|---|
| Not funded through the OWP process | 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 it's 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 it's 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 Geospatials 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.
- In concert with appropriate HQs functional units and partner agencies, support activities related to the ongoing review and processing of Functional Classification change requests.

| Products | Estimated Completion Date |
|---|---|
| • GIS data library | Complete – Ongoing Maintenance |
| • Google Earth data layer library | Complete – Ongoing Maintenance |
| • County STIP/SHOPP Project Location Maps | Ongoing |
| • Corridor System Management Plan Maps | Ongoing |
| • Functional Classification Changes/Updates | Ongoing |

| Estimated Cost by Funding Source | Estimated Person-Months and Cost |
|---|---|
| Not funded through the OWP process | 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). Only if resources allow.
- 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. Only if resources allow.
- 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
- Annual Mobility Performance Report
- Annual Traffic Volumes on CA State Highways
- Annual Ramp Volumes on CA State Highways
- Annual Average Daily Truck Traffic on CA State Highways

| 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 2014-15

## MARCH 2014
## FINAL

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# Work Element 1110: Commission and Advisory Committees

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

**Major Tasks**

- **Support the Partnership Board**
- **Support the Policy Advisory Council and Tribal Government Coordination**

| Major Products to Be Delivered in FY 2014-15 | Estimated Completion Dates |
|---|---|
| Policy Advisory Council Annual Reports to Commission | As Required FY14/15 |
| 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 as needed on prospective regional policy issues.
- Following Committees:
  - 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**
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 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. Emphasize the preservation of the existing transportation system

**C. Previous Accomplishments**

**Objectives**
- Same as above

**Accomplishments**

Met with Partnership and subcommittees on:
- Plan Bay Area
- OneBay Area Grant proposal;
- Transit Sustainability Project; and
- Fund Programming and Project Delivery

**Work Products**
- Partnership Technical Advisory Committee Meetings
- Transit Coordination 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

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Conduct Partnership Board Meetings | meetings as needed | 7/01/14 | 6/30/15 |
| 2 | Conduct Partnership Technical Advisory Committee Meetings | 4-6 meetings per year | 7/01/14 | 6/30/15 |
| 3 | Conduct Transit Coordination Meetings | 3-4 meetings per year | 7/01/14 | 6/30/15 |
| 4 | Conduct Programming and Delivery Working Group Meetings | Monthly meetings | 7/01/14 | 6/30/15 |
| 5 | Conduct Transit Finance Working Group Meetings | Monthly meetings | 7/01/14 | 6/30/15 |
| 6 | Conduct Local Streets and Roads Working Group Meetings | Monthly meetings | 7/01/14 | 6/30/15 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Plan Bay Area implementation
- OneBay Area Grant implementation
- Transit Sustainability Project implementation
- Discussions of future funding opportunities: Reauthorization of MAP-21; OneBayArea Grant subsequent cycle; Cap and Trade funding

**F. Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| **274,314** | **141,984** | **0** | **416,298** |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL(Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| **50,000** | **50,000** | **316,298** | **416,298** |

## Work Element 1114: Support Policy Advisory Council

### 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 is considered in developing commission 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 2014 |
| Policy Advisory Council Meeting Packets | Monthly |
| Advisory Council's Report to Commission | Monthly |
| Policy Advisory Council Subcommittee Meeting Packets | As Required |

### Budget

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| **206,469** | **106,867** | **0** | **313,336** |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL(Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| **124,085** | **50,000** | **139,251** | **313,336** |

# 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, which are now explicitly linked in the Sustainable Communities Strategy per Senate Bill 375, 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 – *Plan Bay Area* – offers new perspectives, policies and strategies for looking at transportation and its relationship to our built and natural environments. *Plan Bay Area* is the first RTP/SCS under Senate Bill 375, which calls for better integration of transportation, housing and land use as a way to reduce greenhouse gas emissions. Implementation of the policies developed and proposed in *Plan Bay Area* will require new and additional partnerships with stakeholders throughout the region.

## Major Tasks

- **Regional Transportation Plan/Sustainable Communities Strategy**
- **Analyze Regional Data Using GIS and Travel Models**
- **Non-Motorized Transportation Planning**
- **Performance Measurement and Monitoring**
- **Lifeline Transportation Planning**
- **Support Title VI and Environmental Justice**
- **Transportation Conformity and Air Quality Planning**

# 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 update to the Sustainable Communities Strategy (*Plan Bay Area)* per Senate Bill 375, in cooperation with the Association of Bay Area Governments, BAAQMD, BCDC, California Air Resources Board (CARB) and California Department of Housing and Community Development (HCD)
- Prepare a programmatic Environmental Impact Report (EIR) for the 2017 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) in compliance with the California Environmental Quality Act (CEQA), moving ahead for progress in the 21st Century (MAP-21), 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 MAP 21 federal metropolitan planning regulations and SB 375. MTC and ABAG adopted *Plan Bay Area,* the region's first RTP/Sustainable Communities Strategy, in summer 2013. MTC will prepare modifications/amendments if warranted.

***2013 Regional Transportation Plan/Sustainable Communities Strategy – Plan Bay Area***

- The Regional Transportation Plan (RTP) 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. MTC will extend initial outreach to Lifeline, climate Initiatives, and Bay Area Grant Programs.
- 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 (*Plan Bay Area)* was developed and approved jointly by MTC and the Association of Bay Area Governments. The Plan is an

integrated and internally consistent transportation and land-use plan. That is, the transportation policies and investments identified in the plan 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.

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

- The program EIR for *Plan Bay Area* analyzed both the transportation and land use impacts of the RTP/SCS in compliance with CEQA, MAP 21 and, SB 375. This program EIR serves as a first tier EIR that addresses the broad, region wide environmental effects of implementing (a) the 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 enables 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 proposed mitigation measures for all potentially significant impacts.
- Staff from both MTC and ABAG will be involved in determining the process for how project sponsors seek to utilize the EIR for tiering purposes, as per SB 375.

***2017 Regional Transportation Plan/Sustainable Communities Strategy***

- MTC and ABAG will begin to develop the update to the 2013 RTP/SCS. The 2017 RTP/SCS will be advanced with similar statutory and planning requirements as the 2013 RTP/SCS described above.

## 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 and ABAG approved the RTP/SCS in July 2013; no modifications or amendments are currently anticipated for FY 2014-2015.

**Work Products**

- Staff will begin development of the 2017 RTP/SCS in FY 2014-2015.
- Staff will develop and work plan for the 2017 RTP/SCS.

- Conduct initial public outreach and coordination with partner agencies to initiate 2017 RTP/SCS planning process.

## D. Work Plan (FY 2014-15)

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Staff will continue to develop, manage, and monitor progress on the overall work plan and schedule for implementing the RTP/SCS | ▪ | 7/01/14 | 6/30/15 |
| 2 | Staff will continue to engage stakeholders with policies and programs seeking to implement the RTP/SCS. | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Technical reports<br>▪ Meeting agendas and notes | 7/01/14 | 6/30/15 |
| 3 | Staff will begin to bring the work plan and initial plan development material of the 2017 RTP/SCS to the MTC Planning Committee, ABAG Administrative Committee, and Joint Policy Committee for review and input and Committee approval, as appropriate. | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Technical reports<br>▪ Meeting agendas and notes | 7/01/14 | 6/30/15 |
| 4 | Staff will begin development of goals and objectives for the 2017 RTP/SCS. | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Meeting agendas and notes | 9/01/14 | 6/30/15 |
| 5 | Staff will attend and present policies and programs approved in the RTP/SCS at meetings of transportation agencies, local jurisdictions, and others, as requested | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Technical reports<br>▪ Meeting agendas and notes | 7/01/14 | 6/30/15 |

## E. Anticipated Future Activities (FY 2015-16)

**Anticipated Future Activities**

- Development of the 2017 RTP/SCS will be fully underway in FY2015-2016. Anticipated work in FY 2015-2016 includes finalization of goals and objectives, estimating revenues available, conducting a call for projects, and project and scenario performance assessment.

**F: Budget**

| Salaries & Benefits | Indirect Services | | Consultant | Total Expenses |
|---|---|---|---|---|
| 738,985 | 382,495 | 0 | 610,000 | 1,731,480 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL(Includes Toll Credit) | General Fund | STP PL | Total Revenues |
|---|---|---|---|---|
| 700,000 | 100,000 | 681,480 | 250,000 | 1,731,480 |

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

## A. Project Description

**Objectives**

- 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.
- 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.
- Support travel model research performed by our county partners.

**Description**

- Federal and state air quality statutes rely heavily on regional travel demand models and other analytical tools to forecast the impact of transportation projects and policies on the environment. MTC, as the Metropolitan Planning Organization (MPO), must use analytical tools that meet the requirements of these statutes. MTC uses the regional travel model, a regional land use model, as well as GIS tools to perform this work.
- 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 transportation projects and policies on greenhouse gas emissions.
- 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, land use model, and GIS, to support robust equity analyses.
- 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, including airport access planning.
- 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.
- Analytical tools need to be updated and refined. MTC will support research performed by the San Francisco County Transportation Authority and the University of Arizona on dynamic traffic and transit assignment.

## 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

## C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- Successfully applied a state-of-the-practice activity-based travel model to planning applications.
- Successfully integrated a spatial economic model with the travel model to predict land development patterns (including the impact of transportation on land development outcomes).
- Successfully built an on-line, searchable data repository in which GIS data can be found and mapped.
- Created several map-based collaboration tools to collect and maintain data, including bicycle facilities, traffic counts, and signal timing plans.

**Work Products**

- Plan Bay Area Technical Documentation and Maps
- Model Development Documentation
- Data portal

## D. Work Plan (FY 2014-15)

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Staff will analyze home-interview survey data collected via a joint effort with the California State Department of Transportation | ▪ Technical memos, reports, and presentations | 7/01/14 | 6/30/15 |
| 2 | Staff will continue collecting and analyzing transit on-board survey data collected via a joint effort with transit operators | ▪ Technical memos, reports, and presentations | 7/01/14 | 6/30/15 |
| 3 | Staff will continue updating the representation of transport supply within the travel model, greatly increasing the fidelity of the tool | ▪ Technical memos, reports, and presentations | 7/01/14 | 12/31/14 |
| 4 | Staff will update the representation of demand in the travel model to leverage the new representation of supply | ▪ Technical memos, reports, and presentations | 7/01/14 | 6/30/15 |
| 5 | Staff will begin work on an updated land use model, aimed at better supporting transportation planning efforts | ▪ Technical memos, reports, and presentations | 7/01/14 | 6/30/15 |
| 6 | Staff will support agency planning activities with technical analysis, visual data summaries, and web based tools to facilitate collaboration, information collection and dissemination. | ▪ Maps, technical memos, reports, interactive mapping applications and presentations | 7/01/14 | 6/30/15 |
| 7 | Staff will manage, maintain, and efficiently share all geo-spatial data associated with the Transportation Improvement Plan and the RTP/SCS. | ▪ Maps, technical memos, reports, interactive mapping applications and presentations | 7/01/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| 8 | Staff will manage and maintain GIS base map databases used by Bay Area Transportation Agencies | ▪ Data, on-line tools | 7/01/14 | 6/30/15 |

**E: Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Consultant | Total Expenses |
|---|---|---|---|---|
| 1,333,280 | 690,100 | 188,587 | 1,050,000 | 3,261,967 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | STP PL | General Fund | Total Revenues |
|---|---|---|---|---|
| 1,300,000 | 929,781 | 428,000 | 604,186 | 3,261,967 |

# Work Element 1125: Non-Motorized Transportation Planning

## A. Project Description

**Objectives**

- Implement MTC's Routine Accommodations Policy (Complete Streets) 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 $CO_2$ reduction, active transportation, safety, mobility.
- Prepare Regional Active Transportation Plan in consultation with Bay Area counties.
- Provide policy for programming regional discretionary funding for the One Bay Area Grant Program (OBAG).
- Provide technical and policy direction for the state Active Transportation Program (ATP).
- 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.
- 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.
5. Increase the minutes of physical activity through transportation which leads to improved health outcomes and decreased health care costs.

## C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- MTC adopted the One Bay Area Grant Program which required local agencies to adopt a complete streets General Plan amendment or resolution.
- The online Complete Streets Checklist was released in summer 2010

**Work Products**

- Hosted 5 Complete Streets workshops in Bay Area counties

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Staff the Active Transportation Working Group | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Meeting agendas and notes | 7/01/14 | 6/30/15 |
| 2 | Evaluate, manage and monitor the implementation of the Complete Streets Checklist | ▪ Technical memos and reports<br>▪ Staff reports<br>▪ Presentation Materials | 7/01/14 | 6/30/15 |

**E. Budget**

| Salaries & Benefits | Indirect Services | Consultant | Total Expenses |
|---|---|---|---|
| 42,287 | 21,888 | 100,000 | 164,175 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| 30,000 | 0 | 134,175 | 164,175 |

## Work Element 1212: Performance Measurement and Monitoring

**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 Areas
- Conduct long-range performance planning for Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) scenarios and proposed transportation projects
- Conduct performance assessments to support programming decisions, including the State Transportation Improvement Program (STIP)
- Deploy national performance measures per the requirements of MAP-21
- Track regional performance through performance monitoring data portals and reports
- Prepare the regional Congestion Management Process (CMP)

**Description**

- Performance measurement and monitoring is a central component of MAP-21. While MTC has been involved in performance-based planning and programming over the past decade, new federal requirements under MAP-21 will continue to enhance and evolve the agency's performance work plan.
- Tracking progress to performance goals has traditionally been reported as part of the State of the System report. Moving forward, MTC will reboot its performance monitoring program to incorporate a broader range of issues beyond traditional mobility goals and to make the results more interactive and dynamic.

### 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
- MTC has incorporated rigorous performance measures and monitoring in every long-range plan since 2001

**Work Products**

- RTP/SCS Performance Assessment Report (most recently for Plan Bay Area – 2013)
- Project-Level and Scenario-Level Performance Assessment (most recently for

Plan Bay Area – 2013)
- Performance Monitoring Reports (e.g. State of the System monitoring data since 2002)
- STIP Performance Assessment (since 2002)
- Bay Area Congestion Management Process (since 1995)

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Collect performance monitoring data for new regional monitoring effort to track progress towards goals of Plan Bay Area (tentatively titled State of the Region) | ▪ Database of key performance metrics<br>▪ Online monitoring reports for public | 12/24/13 | 6/30/2015 |
| 2 | Support development of performance targets as required by MAP-21 | ▪ Analytical reports on target-setting | 1/01/13 | 12/31/15 |
| 3 | Develop performance measures for next long-range plan (RTP/SCS) | ▪ Memorandums and committee meeting reports | 7/01/14 | 1/31/15 |
| 4 | Prepare for project-level performance assessment in next long-range plan (RTP/SCS) | ▪ Technical memorandums | 9/01/14 | 3/31/16 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**
- Scenario performance assessment for next long-range plan
- Completion of project-level performance assessment for next long-range plan
- Finalization of regional MAP-21 performance targets
- STIP performance assessment report
- Conduct CMP update in coordination with CMAs

**F. Budget**

| Salaries & Benefits | Indirect Services | Consultant | Total Expenses |
|---|---|---|---|
| 333,962 | 172,857 | 350,000 | 856,819 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| 200,000 | 50,000 | 606,819 | 856,819 |

## Work Element 1311: Lifeline Transportation Planning

**A. Project Description**

**Objectives**

- Improve mobility in the region's Communities of Concern (COCs), as identified in the regional long-range transportation plan. These communities are identified where there are multiple concentrations of transportation-disadvantaged populations, including concentrations of low-income and minority populations.
- Understand the needs of different COCs through community based planning processes that result in clearly identified projects that will enhance access and 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 were funded in the Third Cycle of Lifeline Transportation Program funding. There are eight plans remaining to be completed.

In addition, these activities inform and support the goals and strategies identified in the MAP-21-mandated Coordinated Public Transit-Human Services Transportation Plan which was initially adopted by the Commission in December 2007 and updated in March 2013 in conjunction with the adoption of Plan Bay Area. The purpose of this update was to engage stakeholders in reviewing, informing, and updating regionally identified priorities and strategies for enhancing coordination of transportation services for low-income, senior, and disabled populations.

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

The Third Cycle Lifeline Transportation Program guidelines identified funding for MTC to conduct a "means based fare study" to examine transit affordability issues in the Bay Area and specifically whether a regional income-based fare discount is appropriate and achievable. The means-based study is expected to continue in FY2014-15. Funding is available for some initial implementation steps as well, should an implementation plan be identified and approved.

**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**
- Community Based Transportation Plans (ongoing)
- Coordinated Plan Update (2013)

**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

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Community Based Transportation Plans (local jurisdictions) | Funding agreements for four remaining Community-based plans (East Brentwood/Contra Costa County, Hercules/Rodeo/Crockett, South San Jose, Western Addition); oversee updates of older plans as implemented by CMAs; coordinate with other local planning efforts to enhance outreach to underserved populations | July 2014 | June 2015 |
| 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, potentially new Mobility Management focused projects (see WE 1310 and WE 1518) | July 2014 | June 2015 |
| 3 | Means Based Fare Study | Study reports/findings | July 2014 | June 2015 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**
- Support priority strategies identified in the Coordinated Public Transit-Human Services Transportation Plan update
- Continued administrative refinements to Lifeline Program to reflect changes in MAP-21 and other funding sources as appropriate
- Execution of funding agreements to complete CBTPs for two remaining Communities of Concern: Santa Clara and Mountain View
- Updates to CBTPs funded in Cycle 3 of the Lifeline Transportation Program
- Implementation of strategies identified in the Means Based Fare Study

**F. Budget**

| Salaries & Benefits | Indirect Services | Consultant | Total Expenses |
|---|---|---|---|
| 84,574 | 43,775 | 1,360,000 | 1,488,349 |

| FHWA PL (Includes Toll Credit) | General Fund | Local Funds | Total Revenues |
|---|---|---|---|
| 60,000 | 68,349 | 1,360,000 | 1,488,349 |

# 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 Part 21. Furthermore, MTC is committed to assisting DOT in fulfilling its efforts to achieve Environmental Justice as outlined in Executive Order 12898, DOT Order 5610.2(a) and related FTA/FHWA guidance.

**B. Factors Addressed**

**Factors Addressed** MTC is committed to:

- Increase the accessibility and mobility of people and for freight

**C. Previous Accomplishments**

**Planning Objectives** Same as above

**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 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"). In FY 12/13 MTC revised the analysis related to the Plan. 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

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

Outreach related to the 2013 Sustainable Communities Strategy/Regional Transportation Plan (Plan Bay Area) (SCS/RTP): Public engagement efforts for the SCS/RTP included:

- 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);
- Use of techniques to involve the public, including low-income communities, LEP communities and communities of color; and

- Engagement of advisory committees such including the Policy Advisory Council and the Regional Equity Working Group (see below).

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. This group, which includes members of the MTC Policy Advisory Council Equity & Access Subcommittee, met monthly throughout FY 12/13 to advise staff in delivering an Equity Analysis of the Draft RTP/SCS and all Title VI/EJ requirements for the metropolitan planning process. Results of the work and more details about public engagement efforts can be found here: http://onebayarea.org/plan-bay-area/final-plan-bay-area/final-supplementary-reports.html

**Work Products**

- Define and complete a short-range snapshot analysis (June, 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
- Plan Bay Area Equity Analysis Report and related materials (April 2013)
- TIP Investment Analysis Report (April 2013)

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Develop and implement public outreach activities as appropriate that engage Title VI/EJ/LEP communities in the implementation of the regional transportation plan. | ▪ Meeting agendas and notes<br>▪ Presentation Materials<br>▪ Staff reports | 7/01/14 | 6/30/15 |
| 2 | Continue to prepare all necessary Title VI/EJ/ reports and analyses, including Triennial Title VI report required under FTA Circular 4702.1B | ▪ Title VI Triennial Report | 7/01/14 | 6/30/15 |
| 3 | Incorporate EJ and Title VI considerations identified in the Equity Analysis into implementation activities for the RTP and Sustainable Communities strategy in partnership with advisors and other key stakeholders and groups | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Technical reports<br>▪ Meeting agendas and notes | 7/01/14 | 4/30/15 |
| 4 | Continue to work with Policy Advisory Council, the Bay Area Partnership, and other stakeholder groups on actions that will advance equity and environmental justice in the region. | ▪ Staff reports<br>▪ Presentation Materials<br>▪ Technical reports<br>▪ Meeting agendas and notes | 7/01/14 | 6/30/15 |

## E. Anticipated Future Activities (FY 2015-16)

| | |
|---|---|
| **Anticipated Future Activities** | Participate in Title VI Working Group |
| | Prepare Title VI/EJ reports and analyses |
| | Public outreach activities that engage Title VI, EJ and LEP communities in the implementation of the regional transportation plan. |
| | Consider EJ principles and Plan Bay Area Equity Analysis findings in developing implementation activities for the RTP/Sustainable Communities Strategy |
| | Research best practices around the nation for any other investment/equity analysis methods |
| | Continue to work with MTC Policy Advisory Council and other regional partners and stakeholders in advancing equity and environmental justice principles in the metropolitan planning process. |
| | Include appropriate Title VI/nondiscrimination language in all appropriate contracts. |

## F. Budget

| Salaries & Benefits | Indirect Services | Total Expenses |
|---|---|---|
| **119,091** | **61,641** | **180,732** |

| FHWA PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|
| **20,000** | **160,732** | **180,732** |

# Work Element 1412: Transportation Conformity & Air Quality Planning

**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) on May 27, 2008. Following a lengthy litigation process, these updated standards, established as the 2008 ozone national ambient air quality standards (2008 ozone NAAQS), became effective July 20, 2012. Areas that do not meet the 2008 ozone NAAQS, including the Bay Area, are designated as nonattainment areas and must show transportation conformity compliance by July 20, 2013 (see "Transportation Conformity" section below). The latest approved SIP for ozone is the *2001 Ozone Attainment Plan.*
- U.S EPA lowered the 24-hour $PM_{2.5}$ standard from 65 $\mu g/m^3$ to 35 $\mu g/m^3$ in 2006. U.S. EPA designated the Bay Area as nonattainment of the $PM_{2.5}$ 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 $PM_{2.5}$ standard must be submitted to the U.S. EPA by December 14, 2012. However, data for both the 2008-2010 and the 2009-2011 cycles showed that Bay Area PM levels currently meet the standard. On October 29, 2012, EPA issued a proposed rule-making to determine that the Bay Area now attains the 24-hour $PM_{2.5}$ national standard. When the proposed rule-making is finalized, key SIP requirements to demonstrate how a region will achieve the standard will be suspended as long as monitoring data continues to show that the Bay Area attains the standard. The BAAQMD transmitted a $PM_{2.5}$ emissions inventory for year 2010 to the California Air Resources Board (CARB) for inclusion in the SIP on November 7, 2012 to demonstrate Bay Area compliance to the standard. On January 9, 2013, EPA took final action and determined that the Bay Area attained the 2006 24-hour $PM_{2.5}$ standard. EPA's determination was based on complete, quality-assured, and certified ambient air monitoring data showing that the area monitored attainment based on the 2009-2011 monitoring period. Based on EPA's determination, the requirements for the Bay Area to submit an attainment demonstration, together with reasonably available control measures (RACM), a reasonable further progress (RFP) plan, and contingency measures for failure to meet RFP and attainment deadlines are suspended for so long as the region continues to attain the 2006 24-hour $PM_{2.5}$ standard.

**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 ($PM_{2.5}$) standards.
- MTC's Resolution No. 3757 outlines procedures to be undertaken by 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 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 $PM_{2.5}$ hot-spot analysis for the Bay Area. Interagency consultation on project-level $PM_{2.5}$ conformity is also facilitated through MTC's Air Quality Conformity Task Force. Because the Bay Area is designated as a $PM_{2.5}$ non-attainment area, Bay Area project sponsors are required to undergo project level conformity determinations for $PM_{2.5}$ if their project meets certain criteria for projects of air quality concern.
- US EPA lowered the national 8-hour ozone standard from 0.80 to 0.75 PPM (i.e. 75 ppb) on May 27, 2008 (for more information, see "State Implementation Plan"). The 2008 ozone NAAQS became effective July 20, 2012, and transportation conformity must meet compliance by July 20, 2013. In the spring of 2013, MTC prepared a conformity analysis redetermination for the Transportation 2035 Plan and the 2011 TIP and showed compliance with the 2008 ozone NAAQS.

**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 prepares 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 (CAP), including the development of TCMs. In addition, MTC prepares annual reports on the implementation of TCMs in the adopted CAP. MTC will be working with BAAQMD to develop updated TCMs in the *2014 Clean Air Plan* (an update to 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

**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 prepared the *Transportation Air Quality Conformity Analysis for Plan Bay Area and the 2013 Transportation Improvement Program*, which was approved by the Commission in July 2013. FHWA and FTA issued joint approval of this conformity determination in August 2013.
- MTC adopted MTC Resolution No. 4076, which conforms that Plan Bay Area and the 2013 Transportation Improvement Program to the applicable state implementation plan in accordance with the provisions of 40 CFR Parts 51 and 93.
- MTC adopted MTC Resolution No. 4110, to disclose the significant environmental effects of implementing the proposed Plan Bay Area, identify possible ways to minimize the significant effects, and describe reasonable alternatives to the proposed Plan Bay Area in accordance with the California Environmental Quality Act (CEQA) requirements.
- MTC provided CARB updated travel activity and socio-economic data for use in developing ARB emission inventories in EMFAC 2013.

**Work Products**

- MTC Resolution No. 4076
- MTC Resolution No. 4110
- Transportation Air Quality Conformity Analysis for Plan Bay Area and the 2013 Transportation Improvement Program
- Updated travel activity and socio-economic data for use in developing ARB emission inventories in EMFAC 2013
- Travel demand model data for local community climate action plan development for cities in Alameda, Contra Costa, Marin, San Mateo, Santa Clara and Solano counties

## D. Work Plan (FY 2014-15)

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Staff will conduct interagency consultation regarding transportation conformity, $PM_{2.5}$ project-level 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 $PM_{2.5}$ project-level conformity interagency consultation needs. | ▪ Staff reports<br>▪ Air Quality Conformity Task Force meeting agendas, meeting materials, and summary notes | 7/01/14 | 6/30/15 |
| 2 | Staff will prepare transportation-air quality conformity analysis on RTP and TIP amendments, as needed. | ▪ Transportation conformity analysis | 7/01/14 | 6/30/15 |
| 3 | Staff will coordinate with the CARB on state air quality planning issues and | ▪ Consultation meetings<br>▪ Technical memos | 7/01/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| | emissions model development or update, as needed. | ▪ Data Exchange | | |
| 4 | Staff will work with BAAQMD staff to develop updated TCMs in the draft *2014 Clean Air Plan.* | ▪ Report | 7/01/14 | 11/30/15 |
| 5 | Staff will plan, develop and prepare various air quality and climate protection policies, data, strategies and initiatives in response to state and federal air quality requirements. | ▪ To be determined | 7/01/14 | 6/30/15 |

## E. Anticipated Future Activities (FY 2015-16)

**Anticipated Future Activities**

- Continue to manage and staff the regional Air Quality Conformity Task Force.
- Prepare draft and final Transportation-Air Quality Conformity Analysis for the TIP and TIP updates as needed.

## F. Budget

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| **210,998** | **109,212** | **0** | **320,210** |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| **100,000** | **50,000** | **170,210** | **320,210** |

## Work Element 1414: Climate Change Adaptation Options Analysis

### A. Project Description

**Objectives**

- Assess, plan, and develop sea level rise adaptation strategies in three focus areas in Alameda County. Previous work has identified acute vulnerabilities within these areas that will need to be addressed in order to serve the current and future population of the region. The project will further the climate change adaptation discussion in the Bay Area in order to create a more resilient and sustainable future.

**Description**

- 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.
- Portions of the Alameda County coast line with valuable transportation and community assets are highly vulnerable to sea level rise. Planning for these events must begin now in order to sufficiently address the complexity involved in adapting to climate change and work through the political and financial barriers. Additionally, the sooner that actions are taken the lower the costs will be in the future to protect and maintain critical assets.
- Update and refine previous sea level rise risk and vulnerability assessments.
- Develop a regional and multi-modal climate change adaptation plan that will increase the resiliency and sustainability of the Bay Area's transportation system.
- Conceive and evaluate multi-objective adaptation strategies at various scales (asset, sector, and focus area) that reduce the risks from sea level rise and storms for community and ecological assets. The three E's of sustainability – equity, economy, and environment – with the addition of governance will all be considered in the strategy development.
- Consider structural, nonstructural, asset-specific, and regional adaptation measures that can be implemented over a variety of planning horizons.
- Identify adaptation strategies that each of the four agencies involved (MTC, BCDC, Caltrans, and BART) can pursue both independently and as part of a coordinated effort across the region responding to the climate change scenarios and asset types included in this proposal.
- Conduct outreach with key stakeholders throughout the process to vet criteria and strategy options, as well as the multiple-benefits analysis.
- Develop a strategy development process that can be replicated elsewhere.

### B. Planning Factors Addressed

**Planning Factors Addressed**

Outcomes of this project are intended to inform investment strategies and land use decisions.

### C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- August 2013: Issued RFP for consultant services
- September 2013: Selected as lead consultant
- October 2013: Finalized project work plan

**Work Products** ▪ Various

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Collect data on core assets within the focus areas. | Various | October 2013 | August 2014 |
| 2 | Refine sea level rise exposure and determine potential timing of impact | Various | November 2013 | August 2014 |
| 3 | Develop a suite of adaptation strategies for each asset and/or suite of assets. Identify barriers and solution to implementation. | Potential adaptation strategies (visuals, preliminary engineering) and barriers/solutions to implementation. | January 2014 | June 2014 |
| 4 | Conduct quantitative and qualitative cost/benefit analysis for the various adaptation strategies. Compare against no action scenario and develop final adaptation recommendations and timeline. | Various | May 2014 | July 2014 |
| 5 | Prepare final report on entire process and final recommendations for FHWA. | Final Report | July 2014 | August 2014 |

**F. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities** ▪ Assess, plan, and develop sea level rise adaptation strategies for the focus areas.

**Budget**

| Salaries & Benefits | Indirect Services | Total Expenses |
|---|---|---|
| **136,389** | **70,594** | **206,983** |

| General Fund | FTA 5303 PL (Includes Toll Credit) | Total Revenues |
|---|---|---|
| **206,983** | **0** | **206,983** |

# 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**
- **Develop and Advocate for an Effective Legislative Program**
- **Advocate Legislative Programs**
- **Library Services**

| Major Products to be delivered in FY 2014-15 | Estimated Completion Dates |
|---|---|
| Annual Report to Sacramento delegation | Winter 2014 |
| Annual Report to Congressional Delegation | Winter 2014 |

# 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® and Freeway Service Patrol.
- Provide opportunities for early and continuous public participation in the transportation planning process in accordance with the Moving Ahead for Progress in the 21st Century Act (MAP-21) and federal policy by means of organized outreach and involvement activities, and through the Policy Advisory Council.
- Provide opportunities for public participation in the development of the Regional Transportation Plan/Sustainable Communities Strategy.

**Description**

**Public Participation under State and Federal Law**

- Federal law 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 state law (revised most recently in 2008 by SB 375 (Steinberg), 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***

- State law requires 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 requirements outlined in SB 375.

**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. Target underrepresented groups in MTC's outreach efforts, ensuring equity in our planning efforts.
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
7. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
8. Promote efficient system management and operation
9. Emphasis the preservation of the existing transportation system

**C. Previous Accomplishments**

**Objectives**
- Same as above

**Accomplishments**
- Evaluation of Plan Bay Area outreach

**Work Products**
- MTC's Annual Report
- Plan Bay Area document
- *Transactions* newsletter
- Press releases, media advisories, etc.
- E-mail notifications
- Brochures, postcards
- Web site updates
- Public meetings, workshops and regional forums
- Videos and social media content
- Implemented various elements of the Climate Initiatives Outreach Program, including Spare the Air Youth program, smart driving pilots and creation of an electric vehicle educational campaign

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Support public meetings and other public participation activities per Public Participation Plan | Meetings and briefing materials | 7/01/14 | 6/30/15 |
| 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 | 7/01/14 | 6/30/15 |
| 3 | Oversee content and design for the agency's primary website | MTC Website | 7/01/14 | 6/30/15 |
| 4 | Manage and evaluate public participation for MTC's Regional Transportation Plan (including the new SB 375/Sustainable Communities Strategy), the Transportation | Public Participation Plan | 7/01/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| | Improvement Program and the One Bay Area Grant program. | | | |
| 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 | 7/01/14 | 6/30/15 |
| 6 | Manage Climate Initiatives Public Outreach Program | Social marketing campaign, Spare the Air Youth Program | 7/01/14 | 6/30/15 |
| 7 | Transactions newsletter, annual report and other agency information products | Newsletters, reports | 7/01/14 | 6/30/15 |
| 8 | Provide editorial support to agency (including speeches, brochures, etc.) | N/A | 7/01/14 | 6/30/15 |

**E Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Implement outreach related to the 2017 update of Plan Bay Area RTP/SCS plan
- Continue to implement/manage Climate Initiatives Outreach Program
- Ongoing activities, as needed

**F. Budget:**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Consultant | | Total Expenses |
|---|---|---|---|---|---|
| **1,750,366** | **905,982** | **166,000** | **600,000** | **0** | **3,422,348** |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Local Funds | Total Revenues |
|---|---|---|---|---|---|
| **1,700,000** | **524,660** | **450,000** | **647,688** | **100,000** | **3,422,348** |

## 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 and MTC's overall long-range planning 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 staff, commissioners and MTC Policy Advisory Council
- Develop legislative programs and proposals
- Develop and advocate positions on:
  -Funding for Bay Area transportation projects and programs
  -State and federal fund programming reform
  -Climate change related legislation
  -Affordable housing related legislation
  -Structural reforms to ensure adequate and predictable funding for transportation infrastructure
- Prepare legislative action alerts and testimony
- Maintain the legislative portion of MTC's Web site
- Represent MTC before Congress, U.S. DOT, the State Legislature, and related agencies
- Coordinate agency efforts in legislative strategies related to current and future federal surface transportation programs and legislation, and state funding and project delivery reforms.
- Actively participate in state and national forums involving the formation of legislative and regulatory proposals

| Products | Estimated Completion Date |
|---|---|
| Legislative History | Monthly |
| Fact Sheets, Issue Papers | As required |
| Updates on Bay Area transportation | As required |
| Legislative and regulatory evaluations | As required |
| Legislative Action Alerts | As required |
| Annual Report to Sacramento delegation | Winter 2014 |
| Annual Report to Congressional Delegation | Winter 2014 |

**Not funded through the OWP process**

# 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 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | 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 | | 7/01/14 | 6/30/15 |
| 2 | Provide reference services to MTC Commission and staff and to ABAG staff, as well as to outside agencies and the public | | 7/01/14 | 6/30/15 |
| 3 | Screen major media, prepare and disseminate daily electronic "Transportation Headlines" compilation via email and Web | Daily email | 7/01/14 | 6/30/15 |
| 4 | Maintain the MTC Records Management Program for archiving internal records | | 7/01/14 | 6/30/15 |
| 5 | Maintain the MTC Publications Distribution Center | | 7/01/14 | 6/30/15 |
| 6 | Publish bibliographies of MTC and ABAG publications | Bibliographies | 7/01/14 | 6/30/15 |
| 7 | Provide electronic access to Library catalog through the Internet | | 7/01/14 | 6/30/15 |
| 8 | Publish a quarterly listing of library acquisitions | | 7/01/14 | 6/30/15 |
| 9 | Maintain the library and publications sections of MTC's Web page | Web pages | 7/01/14 | 6/30/15 |
| 10 | Serve as an affiliate of the State Data Center | | 7/01/14 | 6/30/15 |
| 11 | Maintain the Bay Area Census Web site | Web statistics | 7/01/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| 12 | Manage the Electronic Information Delivery Service (Gov Delivery) | | 7/01/14 | 6/30/15 |

## E. Anticipated Future Activities (FY 2015-16)

**Anticipated Future Activities**

- Same as above

**F. Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| 284,502 | 147,257 | 0 | 431,759 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| 150,000 | 100,000 | 181,759 | 431,759 |

## 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. MTC works in close collaboration and partnership with Caltrans District 4 and Headquarters, the owner and operator of the State Highway System, to improve and better manage highway operations, improvements and maintenance as well as monitoring and performance.

### Major Programs

- **Emergency response and security programs**

# 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**

- Conducted October 2013 Regional Exercise
- Contributed to the development of the regional Mass Transportation Evacuation Plan

**Work Products**

- Exercise Plans, Manuals, After Action Reports and Improvement Plans

## D. Work Plan (FY 2014-15)

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Tabletop Exercise (Annual)<br><br>*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.* | Conduct of 2015 Tabletop/Workshop<br><br>Three-year program of workshops and Tabletop/Exercises | June 2014<br><br>TBD | Dec 2015<br><br>(Various) |
| 2 | Functional Exercise (Annual)<br><br>*Conduct of functional exercise that will build upon the tabletop exercise or workshop conducted in Task 1.* | Conduct Exercise<br><br>Exercise Manual, After Action Report & Improvement Plan<br><br>Conduct Exercise | June 2014<br><br>May 2015 | Dec 2015 (Complete Documents)<br><br>June 2015 (Complete Documents) |
| 3 | Develop Business Continuity of Operations Plan (COOP)<br><br>*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.* | Continuity of Operations Plan | TBD | TBD |
| 4 | Training – 3 year program<br><br>*Conduct annual emergency preparedness training.* | EOC Training | Ongoing | Conducted<br><br>Annually |

## F. Anticipated Future Activities (FY 15-16)

**Anticipated Future Activities**

- Continue to conduct regional transportation emergency preparedness exercises.
- Participate in regional recovery coordination and planning efforts.
- Continue to provide emergency management training opportunities.
- Assess need to revise emergency operations procedures.

**F. Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| 249,036 | 128,900 | 0 | 377,937 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| 150,000 | 100,000 | 127,937 | 377,937 |

# 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 in collaboration with Caltrans District 4, and monitoring and reporting on the project delivery and expenditure of funds.

**Major Tasks**

- **Conduct financial analysis and planning**
- **Federal programming, monitoring and TIP Management**
- **Transit Sustainability Project**

| Major Products to be delivered in FY 2014-15 | Estimated Completion Dates |
|---|---|
| Proposed Estimate and Distribution of Transit Operating Revenue | Spring 2015 |
| Annual Report: Financial Elements | Spring 2015 |
| 2013 Transportation Improvement Program Amendments | Ongoing |
| Transit Sustainability Project Task Orders | Ongoing |
| 2014 TIP Development | Spring/Summer 2015 |
| Proposition 1B (Transportation Bond) Program Delivery | Ongoing |
| FY 2014-15 to 2015-16 FTA Program Adjustments and Implementation | Spring/Summer 2014 and 2015 |
| FY 2014-15 to FY 2015-16 STP/CMAQ Program Implementation | Spring/Summer 2014- 2015 |
| Federal Funding Obligation Plan | Fall 2014 |
| Finalize/Enhance Modules of Integrated Funding Database | Ongoing |
| Statistical summary of transit operators | Summer/Fall 2014 |
| Performance Audit final reports | Summer 2014 |
| Transit Capital Inventory Assessment of Bay Area Transit Operators – Phase 3 | Spring/Summer 2014 |

# 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**

- Develop as accurate and consistent projections of transportation revenue for the San Francisco Bay Area as possible through coordination with the Federal Transit Administration, Federal Highway Administration, and the California Department of Transportation.
- 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 2015-16 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**

- Prepared 2013 Draft and Final TIP and complementary financial analysis;

delayed adoption to align with Plan Bay Area adoption schedule
- Adopted and amended the 2013 Transportation Improvement Program (TIP)
- Developed annual fund estimate and distribution FY 2014-15 for Transit Operating Revenues
- Developed Transit Operating Revenue forecasts for transit operators Short Range Transit Plans
- Developed Plan Bay Area revenue forecasts
- Developed financial element of Plan Bay Area's Transportation Investment Strategy

**Work Products**
- FY 2015-16 MTC Fund Estimate
- MTC Annual Report: Financial Elements
- 2015 TIP Financial Analysis

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Develop FY 2015-16 annual fund estimate and distribution for Transit Operating Revenues | ▪ Annual fund estimate and distribution for FY 2015-16 Transit Operating Revenues | 9/01/14 | 6/30/15 |
| 2 | Prepare financial elements of the Annual Report | ▪ MTC Annual Report: Financial Elements | 1/01/14 | 5/15/15 |
| 3 | Develop 2015 TIP Financial Analysis | ▪ 2015 TIP | 1/1/14 | 10/1/14 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**
- Revenue forecasts for the Regional Transportation Plan

**F. Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Total Expenses |
|---|---|---|---|
| **305,100** | **157,918** | **0** | **463,018** |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | General Fund | Total Revenues |
|---|---|---|---|
| **100,000** | **150,000** | **213,018** | **463,018** |

# 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 polices, 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 Federal Transportation Improvement Program (FTIP), 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 implement relevant aspects of the new Transportation Act, Moving Ahead for Progress in the 21st Century (MAP-21). These efforts include providing data on transportation needs, and developing programs that maximize funding, maintain programming flexibility and facilitate project delivery. (Analyze legislation, proposed rulemakings, 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 Regional Transportation Planning Agency (RTPA) and Metropolitan Planning Organization (MPO) for the nine counties of the San Francisco Bay Area, MTC has programming responsibility for Surface Transportation Program (STP) and Congestion Management and Air Quality Improvement Program (CMAQ) and large-MPO Transportation Alternative Program (TAP). MTC implements these programs by conducting programming cycles roughly every two years, known as the STP/CMAQ Cycle Programming and TAP

element of the Alternative Transportation Program (ATP) (See also Work Element 1515). 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 5307/5309/5337/5339 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 about the spring of each year once appropriations and apportionments have been finalized. MTC also develops regional funding policies and programs that reflect RTP policies for other FTA funding programs including Rural/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 San Francisco 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 TIP period. Federal regulations require MTC to prepare and adopt an updated TIP at least every four years or more frequently if required by the State of California (Caltrans). 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 (FMS) 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. Emphasize the preservation of the existing transportation system

## C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- 12 TIP Revisions - 1,045 projects totaling $2.3 billion (FY 2012-13) http://www.mtc.ca.gov/funding/tip/2011/revisions.htm
- STP/CMAQ - $105 Million delivered (federal authorizations/Obligations) (FFY 2012-13) http://www.mtc.ca.gov/funding/delivery/
- FTA 5307/5309/5337/5339 – amended FY13 (September 2013) and FY14 (est. May 2014) preliminary Program of Projects to reflect final FTA apportionments and supported transit operator grant applications to FTA with concurrence letters and monitoring (May 2013 to June 2014)
- Implemented agreement with Caltrans developed in FY13 regarding project selection and grant procedures for FTA 5307 and 5339 funds in small urbanized areas
- Worked with Caltrans, FTA and other stakeholders to develop new project selection and grant procedures for FTA 5310 program
- FY 2012-13 Listing of Federally Obligated Projects (December 2013) http://files.mtc.ca.gov/pdf/Annual_Listing_of_Obligated_Projects-FFY12-13.pdf
- FY 2012-13 Listing of CMAQ Emission Benefits (December 2013)
- FY 2013-14 Annual Federal Obligation Plan (December 2013) http://www.mtc.ca.gov/funding/delivery/
- FTA 5311 FY14 and FY15 Program of Projects

**Work Products**

- Final 2013 TIP http://www.mtc.ca.gov/funding/tip/
- 12 2011 TIP Revisions http://www.mtc.ca.gov/funding/tip/2011/revisions.htm
- FTA 5307/5309/5337/5339 Final FY13 and revised FY14 Program of Projects
- 73 concurrence letters for FTA grants
- FY 2012-13 Listing of Federally Obligated Projects

http://www.mtc.ca.gov/funding/delivery/

- FY 2013-14 Annual Federal Obligation Plan (December 2013) http://www.mtc.ca.gov/funding/delivery/
- Listing of CMAQ Emission Benefits
- FTA 5311 FY14 and FY15 program of projects

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Prepare 15 revisions to federal TIP<br>23 CFR §450.326 | ▪ TIP Amendments<br>▪ TIP Administrative Modifications<br>▪ TIP Revision Financial Constraint Documentation | 7/01/2014 | 6/30/2015 |
| 2 | Prepare 2015 TIP Amendment for 2015 FSTIP Update | ▪ Draft 2015 TIP Update<br>▪ Final 2015 TIP Update Updated TIP Air Quality Conformity Analysis | 3/01/2014 | 12/15/2014 |
| 3 | Prepare transportation investment analyses for the TIP | ▪ Various TIP Transportation Investment Analyses | 7/01/2014 | 6/30/2015 |
| 4 | Amend preliminary FTA 5307/5337/5339 FY15 to FY16 Program of Projects (POP) and revise FY15 program to reflect final apportionments<br>49 USC 5307, 5337and 5339 | ▪ FTA Program of Projects (POP) TIP Amendment | 7/01/2014 | 6/30/2015 |
| 5 | Revise preliminary FTA 5311 FY15 Program of Projects (POP) to reflect final apportionments<br>49 USC 5311 | ▪ FTA Program of Projects (POP) TIP Amendment | 7/01/2014 | 6/30/2015 |
| 6 | Monitor federal programs to ensure financial constraint and consistency with the TIP and RTP | ▪ Various Fund-Program Status Reports | 7/01/2014 | 6/30/2015 |
| 7 | Manage and implement STP/CMAQ FY13 to FY16 Cycle 2 | ▪ STP/CMAQ Cycle Program | 7/01/2014 | 6/30/2015 |

| | | | | |
|---|---|---|---|---|
| | Programming<br>CA S&H Code 182.6, 182.7 | | | |
| 8 | Manage and implement federal TAP Large MPO Competitive Program 23 USC § 213 (see also Work Item 1515) | ▪ TAP Cycle Program | 09/01/2013 | 06/30/2015 |
| 9 | Prepare annual obligation plan for local federal-aid projects<br>CA S&H Code 182.6, 182.7 | ▪ Annual Obligation Plan | 03/01/2015 | 06/30/2015 |
| 10 | Prepare annual listing of federally obligated projects 23 CFR §450.332 | ▪ Annual Listing of Federally Obligated Projects | 11/01/2014 | 12/31/2014 |
| 11 | Prepare annual CMAQ emissions benefit report 23 USC §149.h | ▪ Annual CMAQ Emissions Benefit Report | 11/01/2014 | 12/31/2014 |
| 12 | Participate in California Federal Programming Group (CFPG) | ▪ Various TIP procedural Enhancements and Programming outcomes | 7/01/2014 | 6/30/2015 |
| 13 | Continue to implement new MAP-21 requirements as they are developed by FHWA and FTA, TBD, e.g., FTA circulars and Asset Management Rule | ▪ Various administrative and programmatic updates, TBD | 7/01/2014 | 6/30/2015 |
| 14 | Implement regional funding-delivery policy for FHWA-Administered funds | ▪ MTC Resolution 3606 Revised | 07/01/2014 | 06/30/2015 |
| 15 | Engage in discussions for MAP-21 Extension | ▪ Various Analyses supporting MAP-21 Extension | 03/01/2014 | 09/30/2014 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Same as above except for items no. 2

**F. Budget**

| Salaries & Benefits | Indirect Services | Other Operating Expenses | Consultant | | Total Revenues |
|---|---|---|---|---|---|
| 1,474,279 | 763,080 | 12,000 | 22,898,636 | 0 | 25,147,996 |

| FHWA PL (Includes Toll Credit) | FTA 5303 PL (Includes Toll Credit) | FTA 5339 | General Fund | Local Funds | Total Revenues |
|---|---|---|---|---|---|
| 1,800,000 | 271,000 | 22,698,636 | 299,360 | 79,000 | 25,147,996 |

## Work Element 1517: Transit Sustainability Project

**A. Project Description**

**Objectives**

- The Transit Sustainability Project (TSP), adopted by the Commission in May 2012, evaluated the region's transit system and established an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused.
- The TSP developed 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 informed scenario development and investment trade off discussions for the Regional Transportation Plan/Sustainable Communities Strategy.

**Description**

- The TSP included a comprehensive, fact-based analysis of the existing system focused on service design and delivery, financial viability, and decision-making structures.
- The analysis acknowledged 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:
  - Conducted financial analysis of key internal and external cost drivers and development of cost containment strategies
  - Conducted 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:
  - Conducted in-depth service analysis at the regional and sub-regional level.
  - Defined effective transit service at the regional, sub-regional and local levels, establishing service criteria and performance objectives.
  - Identified infrastructure and operating policies that could increase transit's effectiveness.
  - Recommended prioritized strategies for maximizing ridership, containing costs, and increasing service efficiencies.
  - Recommended policies, service delivery strategies, and cost containment strategies for ADA-paratransit services in the region.
- Institutional Analysis:
  - Evaluated institutional and decision-making structures.
- Conducted marketing and outreach, including engaging the public and multiples stakeholder groups.

- Identified 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**

- Round 2 TPI Incentive grants awarded in March 2014.
- Round 2 TPI Investment Call for Projects released in March 2014.
- Tri-City Transit Study Policy Advisory Committee reviewed Phase I findings and recommended transitioning Phase II of the study to the Alameda County Transportation Commission.
- Inner East Bay Comprehensive Operational Analysis Final Service Recommendations presented to the AC Transit Board of Directors in September 2013

**Work Products**

- Ongoing programming of TSP – Transit Performance Initiative projects in FY2014-15.
- Development and refinement of largest seven operators' strategic plans to meet performance targets due to MTC annually. Ongoing review and monitoring of plans in FY2014-15.
- Continue analysis of Inner East Bay Comprehensive Operational Analysis and develop recommendations for consideration by MTC, AC Transit and BART.
- Conduct Tri-City Transit Study to identify optimal service levels and service delivery concepts.
- Continue transit coordination efforts at the county and corridor levels, including development of joint Short Range Transit Plans, coordinated transit passenger surveying, and other planning efforts.

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Complete Inner East Bay (IEB) Comprehensive Operational Analysis and development of final IEB recommendations | ▪ Draft and Final Recommendations Report | 7/01/11 | 12/31/2014 |
| 2 | Complete Phase I of Tri-City Transit Study and transition potential Phase II work to Alameda CTC per project | ▪ Draft Recommendations Report<br>▪ Final Recommendations | 12/01/2012 | 6/1/2014 |

| | | | | |
|---|---|---|---|---|
| | Policy Advisory Committee direction | Report | | |
| 3 | Continue programming and monitoring of Transit Performance Initiative programs (Investment and Incentive Program) to support a robust transit system in the Bay Area region. | ▪ Program of Projects adopted by Commission | 5/23/2012 | 6/30/2016 |
| 4 | Continue to assist in development and monitor strategic plans for largest seven transit agencies to meet performance measure targets established in the TSP | ▪ Annual Draft and Final Reports of progress towards performance measure targets | Ongoing | Ongoing |

**E. Anticipated Future Activities (FY2015-16)**

**Anticipated Future Activities**

- Continual implementation of TSP Recommendations and monitoring of progress towards performance targets.

**F. Budget**

| Salaries & Benefits | Indirect Services | Consultant | Total Expenses |
|---|---|---|---|
| 196,193 | 101,548 | 1,051,254 | 1,348,995 |

| FTA 5303 PL (Includes Toll Credit) | General Fund | Local Funds | Total Revenues |
|---|---|---|---|
| 690,000 | 147,741 | 511,254 | 1,348,995 |

# 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 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, which are now explicitly linked in the Sustainable Communities Strategy per Senate Bill 375, 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 – *Plan Bay Area* – offers new perspectives, policies and strategies for looking at transportation and its relationship to our built and natural environments. *Plan Bay Area* is the first RTP/SCS under Senate Bill 375, which calls for better integration of transportation, housing and land use as a way to reduce greenhouse gas emissions. Implementation of the policies developed and proposed in *Plan Bay Area* will require new and additional partnerships with stakeholders throughout the region.

**Major Tasks**

- **Airport/Seaport/Freight Planning**
- **Lifeline Transportation Program**
- **Climate Initiatives**
- **Priority Development Area (PDA) Planning and Implementation**

# Work Element 1124: Airport/Seaport/Freight Planning

**A. Project Description**

| | |
|---|---|
| **Objectives** | ▪ 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 and ground access improvements<br>▪ Conduct analysis of airport<br>▪ Continue to monitor/support the Northern California program for the State Infrastructure Bond Trade Corridor Improvement Fund (TCIF) and future federal funding<br>▪ Prepare an updated Regional Goods Movement Plan<br>▪ Participate in the statewide freight plan development<br>▪ Participate in federal freight planning efforts stemming from MAP-21.<br>▪ Update Regional Seaport Plan as needed |
| **Description** | Task 1: RAPC Meetings<br>Objective: Provide staffing support for RAPC; responsible for developing agenda items with input from the airports.<br>• Consult with airports and regional agency staff to develop agenda for meetings<br>• Organize/prepare presentations<br>• Write memos for meetings as required<br>• Meeting follow-up as required<br><br>**Monitor State Infrastructure Bond Trade Corridor Improvement Fund and Future Federal Funding**<br>• 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.<br>• 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. Since program approval, MTC has chaired the Northern California Trade Corridors Coalition, which is composed of our partner agencies in the Sacrament and Central Valley regions. The Coalition continues to monitor project delivery and coordinates with the CTC and project sponsors to submit any changes to projects or new projects as funding becomes available.<br>• 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<br><br>**Participate in the statewide freight plan development** |

| | |
|---|---|
| | • Caltrans is leading an effort to develop a statewide freight plan.<br>• This freight plan is both an effort to update the work done as part of the Goods Movement Action Plan and in response to MAP-21.<br>• MTC is actively participating on the California Freight Advisory Committee.<br>• MTC will provide a venue for partners throughout the region to engage in the statewide efforts and ensure that Bay Area interests are represented.<br><br>**Regional Goods Movement Plan**<br>• In early 2014, Caltrans District 4 completed a freight study in the Bay Area. MTC actively participated in the study and will be using the study as a base to begin work on a comprehensive Regional Goods Movement Plan.<br>• Partner with Alameda County Transportation Commission on a joint regional and county freight planning effort, culminating in an updated Regional Goods Movement Plan and an Alameda County Goods Movement Plan.<br>• Partner with Alameda County, Caltrans District 4,the Port of Oakland, and the East Bay Economic Development Alliance on the Goods Movement Collaborative.<br><br>**Regional Seaport Planning**<br>• Seaport planning activities include amending the *Regional Seaport Plan* as necessary, monitoring of waterborne cargo forecasts and evaluating port ground access improvements.<br>• 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). |

**B. Planning Factors Addressed**

**Planning Factors Addressed**

1. support the economic vitality of the region, especially its global competitiveness, productivity and efficiency;
2. increase the security of the transportation system;
3. increase accessibility and mobility for people and freight;
4. protect and enhance the environment;
5. enhance transportation system integration and connectivity;
6. promote efficient management and operation, and
7. emphasize the preservation of the existing transportation system.

**C. Previous Accomplishments**

| | |
|---|---|
| **Objectives** | ▪ Same as above |
| **Accomplishments** | ▪ Goods Movement Initiatives (2009 Update)<br>▪ Regional Airport System Planning Analysis Update 2011 (September 2011)<br>▪ San Francisco Bay Area Seaport Plan (Amended through December 2011) |
| **Work Products** | ▪ Same as above |

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Proposed RASPA Work plan | ▪ See above | Ongoing | |
| 2 | Monitor Northern California program for the TCIF | ▪ Program of projects delivery | Ongoing | |
| 3 | Regional Seaport Planning | ▪ Plan Amendments | As needed | |
| 4 | California State Freight Plan | ▪ Bay Area consideration and information in plan | 7/1/2014 | 12/31/2014 |
| 5 | Regional Goods Movement Plan: Staff will begin development of an updated to the Regional Goods Movement Plan in FY2014-2015, with final approval anticipated in FY2015-2016. | ▪ Task Reports<br>▪ Staff Reports<br>▪ Presentations<br>▪ Meeting notes and agendas | 7/1/1024 | 6/30/2015 |

**F. Anticipated Future Activities (FY 2015-16)**

| | |
|---|---|
| **Anticipated Future Activities** | ▪ Same as above, with the exception of the California State Freight Plan, which is anticipated to be complete before FY2015-2016?<br>▪ Participate in the development of the next State Rail Plan.<br>▪ Continued implementation of MAP-21 planning requirements, including performance measurement related to goods movement.<br>▪ Finalize Regional Goods Movement Plan. |

# Work Element 1310: Lifeline Transportation 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, state Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) capital funds, and in some cycles by FHWA STP/CMAQ funds.

As the designated recipient for FTA JARC funds under SAFETEA-LU, 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. In 2013 MTC initiated a revision to the Program Management Plan (PMP) to include new federal requirements for Title VI reporting, complaint procedures, and LEP provisions for non-grantee sponsors. 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

MAP-21 eliminated JARC as a separate program, and combined it with the Urbanized Area Program (Section 5307) making JARC-like activities eligible for 5307 funding. To the extent allowable by FTA guidelines, MTC intends to use a portion of the region's 5307 funds to continue to support the Lifeline program at least through the commitments made in Cycle 3.

**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** | ▪ Prepare program guidelines for three funding cycles<br>▪ 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 Program of Projects (adopted 2012)

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Approve programming for any remaining funds for Third Cycle program of Projects; prepare and maintain funding agreements and support implementation of Third Cycle projects | Cycle 3 list of projects to fund for FY 12 – FY 14; funding agreements | July 2014 | June 2015 |
| 2 | Implement Regional Mobility Management project | Funding agreement(s) with successful applicants outlining project goals and expectations | July 2014 | June 2015 |
| 3 | Develop guidelines for 4th Cycle program and conduct call for projects; develop regional program. | Cycle 4 Guidelines and Program of Projects | July 2014 | June 2015 |
| 4 | Submit reports and documents to FTA as required | ▪ FTA Quarterly Reports<br>▪ FTA Annual Service Report | July 2014 | June 2015 |
| 5 | Monitor subrecipients' compliance with federal requirements | Monitoring reports prepared as required | July 2014 | June 2015 |

**F. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Implementation of Fourth 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 federally-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 sub recipient funding agreements
- Review and approve sub recipient 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

### B. 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 our infrastructure 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, 40% of GHG emissions is due to the consumption of fossil fuel in the transportation sector.
- MTC set aside a commitment of $630 million in its Plan Bay Area to implement a comprehensive regional Climate Initiatives Program. This initiative focuses on individual actions, public-private partnerships, and incentives and grants for innovative climate strategies.
- MTC will evaluate their effectiveness in reducing GHG emissions for purposes of informing the development of the Sustainable Communities Strategy.
- 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 Plan Bay Area.
- $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 continues to implement the Climate Initiatives Program.
- Staff is currently planning the Cycle 2 Climate Initiatives Program. We have $20 million set aside for Cycle 2; $14 million in CMAQ and $6 million in TFCA.

### 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**
- Continued implementation of Innovative Grants, including implementation of 17 grant projects.
- Continued implementation of the Climate Initiatives Outreach Program, including the Spare the Air Youth program, implementation of an electric vehicle campaign, implementation of smart driving pilots, marketing and promotion of Innovative Grants and continuation of Spare the Air funding.
- Continued work on the Climate Initiatives program evaluation.
- MTC completed the Sea Level Rise Transportation Vulnerability and Risk Assessment Pilot Study and continues to monitor the topic for future action.

**Work Products**
- Various

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Staff will continue to implement the Climate Initiative Program (outreach, grants, and program evaluation), including new projects related to the Cycle 2 program. | ▪ Various | 7/01/14 | 6/30/15 |

**F. Anticipated Future Activities (FY 2014-15)**

**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: Priority Development Area (PDA) Planning and Implementation

## A. Project Description

**Objectives**

- Support Plan Bay Area implementation by encouraging 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, including supportive TOD parking policies and programs.
- Analyze regional and local parking pricing strategies and policies

**Description**

The Regional PDA Planning and Implementation Program focuses on two key elements – PDA Planning and the Transit Oriented Affordable Housing (TOAH) Fund, both of which support Plan Bay Area long-range transportation and land use goals.

**PDA Planning** - This program seeks to intensify land uses in and around transit stations and along transit corridors in PDAs throughout the region. Grants are available to local jurisdictions to complete a comprehensive planning process, typically a specific plan and a programmatic Environmental Impact Report (EIR).

These grants are a valuable tool to help jurisdictions realize Plan Bay Area land use goals. Completed plans have resulted in zoning for over 44,000 housing units, 60,000 new jobs and 24 million square feet of commercial development.

A subcomponent of the PDA Planning Program is the Technical Assistance Program. This program focuses on awarding consultant assistance to jurisdictions for completing discrete short-term projects to address specific PDA implementation challenges.

A new component of the program will focus on Staffing Assistance to local jurisdictions with PDAs. This component will address staffing needs to carry out neighborhood planning efforts critical to Plan Bay Area implementation.

**TOAH Fund** - In 2011 MTC contributed $10 million to a revolving loan fund which leveraged additional private capital from community development financial institutions, foundations, and private banks, to create a $50 million revolving loan fund for affordable housing developers for projects near transit in PDAs throughout the region.

Loans can originate through six local community development financial institutions who are partners in the Fund. Loan products available through the Fund include: predevelopment, acquisition, construction bridge, construction-to-mini-permanent, and leveraged loans. TOAH is managed by San Francisco-based Low Income Investment Fund (LIIF).

In 2013, MTC invested an additional $10 million into the fund, which will expand the funding pool from $50 million today to at least $90 million in 2014-15.
Parking Pricing Strategies and Policies – this project seeks to develop a regional parking database incorporated into the travel model system (Travel Model One) and the land use analysis system (UrbanSim), and to use this information to analyze regional and local parking pricing schemes and to empower local jurisdictions to conduct additional local analyses within this regional context.

**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**

Completed Work Products:

- Creation of $50 million Transit Oriented Affordable Housing (TOAH) Fund in cooperation with the Low Income Investment Fund and four other Community Development Financial Institutions. An additional $10 million into the fund will expand the funding pool from $50 million today to at least $90 million by 2014.
- The Fund has closed five loans totaling $20 million (645 units). An additional four loans totaling $19 million (460 units) are expected to be approved within the next three months. More than 75% of the units will be designated for residents with household income equal to or less than 80% of Area Median Income (AMI). Several additional projects are now moving through the TOAH pipeline toward closure.
- Awarded 52 PDA/Station Area planning grants totaling over $18.6 million.
- TLC Capital Awards of $44 million (2010)
- Sixteen Technical Assistance projects have been awarded to 13 jurisdictions totaling $946,000
- Completed certification of Sonoma Marin Rail Transit Ph. 1 consistency with MTC TOD policy (fall 2010)
- Reviewed county congestion management agency PDA Investment and Growth Strategies

**Work Products**

- Completed Station Area/PDA plans and Technical Assistance projects
- Funded projects/closed loans through TOAH Fund.
- Parking Policy Toolbox, videos, case studies and workshops

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Administer and support PDA Planning Grant and Technical Assistance Programs (local jurisdictions, Completion TBD) | Adopted land use plans, modified zoning, completed reports to be adopted by Planning Commissions | July 2014 | June 2015 |

| | | | | |
|---|---|---|---|---|
| | | and/or City Councils to support infill development – reports to ABAG's Regional Planning Committee | | |
| 2 | Additional investment into TOAH Fund | Funding agreement with TOAH Fund Manager | July 2014 | June 2015 |
| 3 | Coordinate planning funds to county CMAs | Quarterly reports on CMA activities to support smart growth planning and capital grants | July 2014 | June 2015 |
| 4 | Administer Parking Pricing Regional Analysis Project | Workshops, case studies, new regional parking databases, regional modeling work | July 2014 | June 2015 |

**F. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Continue administration of planning grant programs targeting jurisdictions taking on majority of Plan Bay Area jobs and housing.
- Review County PDA Investment and Growth Strategies
- Expand investment in TOAH Fund
- Continue to pursue supportive TOD parking policies and programs through the FHWA-funded Parking Pricing Regional Analysis Project
- Continue to manage VPPP Parking Pricing Regional Analysis project

## Work Element 1220: Traveler Coordination and Information

**Objectives**

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

**Major Tasks**

- **Implement Regional Rideshare and Bicycling Program**
- **Support Regional Operations Program**
- **Implement Regional Traveler Information Services**
- **Implement and Promote Regional Bicycle Information system**

## Work Element 1222: Regional Rideshare Program, Commuter Benefits Ordinance & 511 Marketing

**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 through the Regional Rideshare Program, the Commuter Benefits Ordinance and raising awareness of the 511 Traveler Information Program .

Regional Rideshare Program activities include:

- Provide information and tools to employers, agencies and organizations to encourage them to implement programs that support the use of alternatives to single occupant vehicles;
- Facilitate the formation and maintenance of carpools and vanpools;
- Operate, maintain and upgrade the region's automated online ride matching software and database;
- Coordinate employer outreach and other community TDM services with county partners and provide funding to these external agencies to support the partnership.
- Assist during emergency situations and regional events affecting Bay Area travel.
- Evaluate the services provided, as appropriate.

Bay Area Commuter Benefits Program activities include:

Manage program implementation in collaboration with the Bay Area Air Quality Management District.
Provide employer registration support for SB 1339, Bay Area Commuter Benefits Program.
Develop, operate and maintain a monitoring database.
Develop and maintain informational materials and self-help tools.
Develop and implement website landing page and phone help line for SB 1339, Bay Area Commuter Benefits Program.

511 Marketing and Customer Communications activities include:

- Develop and implement media and outreach campaigns to support new and existing 511 features.
- Update and distribute the 511 brochure.
- Coordinate and update street banners in cities throughout the region.
- Distribute informational posters for the Regional Transit Information Centers (RTICs).
- Support customer education of 511 services.

**Ongoing tasks:**

- Contract for services to operate regional rideshare activities
- Coordinate with local TDM programs and county agencies
- Coordinate Regional Rideshare Program Technical Advisory Committee/TDM Working Group meetings
- Operate regional rideshare services
- Conduct educational outreach/promotion of the 511 traveler information system

| Products | Estimated Completion Date |
| --- | --- |
| Quarterly Rideshare Program Reports | Quarterly (or as required) |
| Rideshare Annual Implementation Plan (June) | June each year |
| Annual General 511 Program Marketing Plan (June) | June each year |
| Maintain rideshare and bicycling information on 511 and 511.org (Ongoing) | Ongoing |

No CPG funds used

## Work Element 1223: Support Transportation System Management Program

**Description**

The Transportation Management System (TMS) program encompasses (1) highway operations equipment; (2) critical freeway and incident management functions; and (3) Transportation Management Center (TMC) staff and resources needed to actively operate and maintain both equipment and all these critical freeway and incident management functions.

The program works to guide investment priorities of the Bay Area's Intelligent Transportation System infrastructure, and ensure reliability and sustainability of a strong transportation management system.

**Ongoing tasks:**

Specific activities for FY 14-15 will include:

- Manage initiatives and complete tasks according to the work plan, processes, and budget included in the TMS Program Master Cooperative Agreement (anticipated to be executed by June 2014).
- Develop a full lifecycle asset management system for operations field equipment.
- Monitor the performance of priority corridors and devices.
- Identify opportunities for device deployment and replacement.
- Initiate high priority communications connectivity projects.
- Integrate performance requirements into support contracts for device and communications infrastructure
- Continue work on the Bay Area Video upgrade (BAVU) project to improve CCTV surveillance of the freeway system.
- Continue work on the Advanced Traffic Management System (ATMS) at Caltrans District 4.
- Manage a technical assistance contract for TMS projects.
- Report on key TMS initiatives and seek direction from the Freeway Management Executive Committee, which is made up of representatives from CHP, Caltrans and MTC.
- Convene monthly TMS Working Groups (Caltrans, California Highway Patrol, and MTC) to discuss and gather relevant input on TMS technical issues

| **Products** | **Delivery Dates** |
|---|---|
| Field Equipment Asset Management System | June 2015 |
| Provide maintenance and support for TMS projects | Ongoing |
| Updates to the TMS Action Plan and Annual Work Plan | June 2015 |

No CPG funds used

## Work Element 1224: Implement Regional Traveler Information Services

**Description**

The 511 traveler information program provides traffic, transit, ridesharing, bicycling and parking information via the phone (511), web (511.org), and other channels, including, regional transit hub sign displays and other products provided by third-party providers. The information provided through 511 represents the efforts of ongoing collaboration and coordination with the program's partners, including Caltrans, the California Highway Patrol, the region's transit agencies, the Air District and numerous county and local transportation agencies, and event organizers/venues.

The 511 program must cost-effectively collect, process and disseminate data to provide premier multi-modal traveler information and services that are useful, accurate, and reliable. 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.

The 511 program provides real-time traffic, parking and transit information services as well as trip planning tools, including the transit trip planner and the Enhanced Trip Planner that provides comparisons of drive-only, transit and drive to transit options. 511 provides online ride matching tools and a bicycling trip planner. 511 also provides data feeds and Application Programming Interfaces (APIs) for use by the developer community, to create other tools and services.

Among its many roles, the 511 program:

- Serves as the go-to source for travelers and media in regional emergencies;
- Partners with many agencies and businesses for regional events; and
- Supports numerous MTC/SAFE/BATA objectives.

**Ongoing tasks:**

- Operations, maintenance, performance monitoring, enhancement, and educational outreach/promotion of the 511 traveler information system.
- Operations of the 24/7 Traveler Information Center.
- Dissemination of critical transportation information during regional emergencies.
- Coordination with and support of partner agencies on operations and maintenance of 511.
- Coordinate Technical Advisory Committee and associated working groups.
- Monitor and evaluate system performance, usage and customer feedback.
- System documentation.
- Provision of data, APIs and tools/widgets (e.g., transit trip planner) for use by public agency partners and the developer community.

| **Major Products** | **Delivery Dates** |
|---|---|
| Information and services for customers via 511/511.org/other channels | Ongoing |
| Operate 24/7 Traveler Information Center | Ongoing |
| Data feeds/APIs/tools for use by public agencies and developers | Ongoing |
| 511 project enhancements | Ongoing |

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

No CPG funds used

## 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. MTC works in close collaboration and partnership with Caltrans District 4 and Headquarters, the owner and operator of the State Highway System, to improve and better manage highway operations, improvements and maintenance as well as monitoring and performance.

### Major Tasks

- **Emergency Communication Operations**
- **Arterial Operations Coordination**
- **Freeway Performance Initiative Corridor Studies & Implementation**

## 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 including Caltrans District 4 and the California Office of Emergency Services (CalOES) 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.

MTC staff will consider future modifications to this program by exploring current technology options.

### Tasks

- Conduct monthly stationary satellite phone communication drills.
- Provide training for mobile satellite phone users.
- Expand stationary phone talk group to include Cal OES 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 2014 |
| Satellite Phone Operations | Monthly |

No CPG funds used

## Work Element 1234: Arterial Operations Coordination

**Description**

The Arterial Operations program aims to improve the operations, coordination and management of traffic signals and arterial networks, including integration with freeway and transit systems when applicable. It develops and implements initiatives such as the Program for Arterial System Synchronization (PASS) to promote improved arterial operations in the Bay Area. As part of this program, MTC staff also manages the Arterial Operations Committee (AOC), which serves as a forum for discussion of shared issues and lessons learned among public agencies and planning/traffic engineering consultant firms. The Arterial Operations program produce direct benefits by funding projects that reduce travel time and emissions and enhance traffic safety for pedestrians, bicycles and transit on arterial streets. It also results in indirect benefits through projects that offer technical assistance to help local traffic engineers do their job more efficiently and effectively.

**Ongoing tasks:**

- **Arterial Operations Committee (AOC):** The Arterial Operations Committee (AOC) is comprised of local traffic engineers from public and private agencies who meet bi-monthly to discuss various programs overseen by the Committee, regional projects that may have impacts on arterials, and other relevant issues, such as air quality conformity, status of funding obligations, upcoming grant and training opportunities, and new publications.
- **Program for Arterial System Synchronization (PASS):** The PASS provides technical and financial assistance to Bay Area jurisdictions to improve the safe and efficient operation of certain traffic signal systems and corridors. Under this regional program, technical assistance and financial support will be focused on traffic signal system projects that: interact with freeways and state highways; involve traffic signals from multiple jurisdictions; operate on corridors with established regional significance; provide priority for transit vehicles; and have been developed in conjunction with other regional programs. Projects are defined by local agencies, and Caltrans District 4 evaluated by MTC staff, and assigned to consultants retained by MTC.
- **Technology Transfer Program**: The program offers free, half-day seminars on a variety of topics of interest to local traffic engineers, planners, students, etc. The seminars include technical presentations by topic experts as well as presentations from local engineers on recent projects in the Bay Area.
- **Next Generation Arterial Operations Initiatives**: Under the Arterial Operations program, MTC plans to launch new initiatives that address arterial operations through the use of advanced technologies, including for example, adaptive traffic signal controls for arterials.

| Major Products | Delivery Dates |
|---|---|
| Support Arterial Operations Committee | Bi-monthly |
| Status reports on various arterial operations programs | Bi-monthly |
| Complete projects under the PASS | Annually |
| Organize Technology Transfer Seminars | Bi-annually |

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:**

- 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.
- Develop Plans, Specifications and Estimate for the I-880 Northern Segment integrated corridor management project.
- Begin construction of the I-880 Northern Segment integrated corridor management project.

| Major Products | Delivery Dates |
|---|---|
| Implement IM projects | Ongoing |
| Hold inter-agency incident coordination workshops | Quarterly |
| Plans, Specifications and Estimate (PS&E) for I-880 ICM Project | December 2014 |
| I-880 ICM project construction | Spring 2015 |

No CPG funds used

## Work Element 1237: Freeway Performance Initiative Corridor Studies & Implementation

**Description**

The Freeway Performance Initiative (FPI) is a comprehensive program that aims to improve the efficiency, safety and reliability of freeway travel for people and freight through improved freeway operations. Under FPI, corridor studies are performed using performance-based analysis framework to ensure consistent evaluations across multiple freeway corridors. Under this framework, major transportation corridors are analyzed and effective operational strategies for congestion mitigation and demand management are identified and prioritized. In addition, FPI includes essential elements needed for the successful implementation of other regional and local transportation programs, including ramp metering, Integrated Corridor Management (ICM) strategies and the Regional Express Lane Network. Work also includes operational planning activities that aim to better manage and operate Bay Area freeways, arterials, and parallel transit systems.

**Tasks**

- Conduct corridor studies to identify major bottlenecks, determine causes for congestion, develop potential mitigation measures, and assess their effectiveness, in coordination with Caltrans and Bay Area Congestion Management Agencies.
- Perform analysis to identify Integrated Corridor Management strategies to improve corridor efficiency by balancing demand and capacity across freeway, arterial and transit facilities.
- Conduct preliminary analyses for the feasibility of installing and activating ramp meters; develop staging plans for ramp metering implementation; conduct before and after studies to assess traffic operations after implementation; develop optimized ramp metering rates; and identify benefits and/or diversion effects of metering.
- Work closely with Caltrans in the project delivery of ramp metering and TOS projects.
- Identify short and long-term transportation funding needs to fully implement and deliver FPI strategies.
- Support ramp metering Technical Advisory Committees.

| Major Products | Delivery Dates |
|---|---|
| Corridor studies | Ongoing |
| Ramp metering implementation plans | Ongoing |
| Other related technical studies | Ongoing |

No CPG funds used

# Work Element 1510: Support Regional Transportation Investments

**Objective**

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

**Major Tasks**

- **Transportation Asset Management TAM) Program**
- **Regional Assistance Programs & Project Reviews**
- **State Programming, Monitoring and STIP Development**

No CPG funds used

## Work Element 1233 Transportation Asset Management (TAM) Program

**Objectives**
Provide comprehensive data on the region's transportation capital assets maintenance, rehabilitation and replacement needs.

Prepare and analyze investment strategies geared towards meeting set performance targets for state of good repair, and monitor progress towards meeting those targets.

Support the new Transportation Act, Moving Ahead for Progress in the 21st Century (MAP-21) that requires recipients and sub-recipients of Federal funding to develop Transit Asset Management Plans and use an asset management system to develop capital asset inventories. MAP-21 also requires the reporting of performance measures related to the State of Good Repair.

Comply with state law that 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).

**Description**
The transit component of MTC's TAM program includes development of MTC's Regional Transit Capital Inventory (RTCI) and its use to inform investment strategies and performance targets. The RTCI is a database of transit capital assets including replacement and rehabilitation costs and lifecycles, used to project transit capital maintenance needs for the Regional Transportation Plan and the Transit Capital Priorities funding program. Information from the RTCI will also be used to provide performance information related to the State of Good Repair. In addition, MTC staff will assist transit operators in developing transit asset management plans and will work to coordinate transit asset management efforts in the region.

The local roadway component of the TAM program includes the Pavement Management Program (PMP)The MTC PMP includes StreetSaver, which 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. Data generated from the program is also used to perform regional analyses of asset conditions and funding scenarios to inform regional planning and programming processes. MTC staff also provides project management support for the California Statewide Local Streets and Roads Needs Analysis.

**Ongoing tasks:**

- Update and refine the Regional Transit Capital Inventory
- Develop, upgrade, maintain and distribute the StreetSaver software
- Develop regional and operator-based forecasts of transit capital maintenance and repair needs, available funding sources, and condition scenarios based on revenue options
- Develop local and regional forecasts on pavement and non-pavement repair needs, available funding

sources, and condition scenarios based on revenue options

- Conform performance measures and monitoring activities related to asset conditions to federal and state requirements
- Manage the Statewide Local Streets and Roads Needs Analysis Project
- Develop the Annual Regional Summary of Pavement Conditions
- Implement Pavement Management Program (PMP) certification procedures.
- Provide program updates and technical assistance to StreetSaver users
- Implement Pavement Management Engineering Technical Assistance Program (P-TAP)
- Facilitate meetings of the Local Street and Road Working Group and the Transit Asset Management Working Group

| **Products** | **Estimated Completion Date** |
|---|---|
| Provide technical assistance through P-TAP | Annually |
| Provide technical training and support for StreetSaver users | As requested |
| Provide support to the Local Streets & Roads Committee & the Transit Asset Management Working Groups | Monthly |
| Regional Transit Capital Inventory Updates | Winter 2014 |
| Regional summary of pavement conditions | Annually |
| Regional asset conditions and funding needs analyses | As required |
| Statewide Needs Assessment | Spring 2014 |

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 2014-15 Fund Estimate | Spring 2014 |
| Prepare annual claim forms and instructions | Spring 2014 |
| Statistical summary of transit operators | Summer 2013 and 2014 |
| Triennial Performance Audit final reports | Summer 2013 and 2014 |

No CPG funds used

# Work Element 1515: State Programming, Monitoring and STIP Development

**A. Project Description**

**Objectives**

- 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), Assembly Bill 1012 (Chapter 783, Statutes of 1999), Proposition 1B (Chapter 25, Statutes 2006), and Senate Bill 99 (Chapter 359, Statutes of 2013) 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.
- Implement the 2014 Regional Transportation Improvement Program (RTIP) and 2014 State Transportation Improvement Program (STIP) in cooperation with Congestion Management Agencies (CMAs), Transit Agencies, Caltrans, and the California Transportation Commission.
- Successfully deliver projects using state transportation funds, including STIP and Proposition 1B funds, within the deadlines prescribed by the fund source.
- Actively monitor and assist in the delivery of project funding, produce and distribute project monitoring status reports.
- Maintain and enhance the web-enabled fund and project tracking database to better meet the needs of state programming and monitoring efforts. Coordinate development of specifications for the funding database, in consultation with overall agency database development.
- Provide technical assistance to local agencies in delivering projects on the State Highway System, and in delivering projects using state funds.
- Participate and contribute to statewide efforts for programming and project delivery, including:
    - Regional Transportation Planning Agency (RTPA) Group
    - Local Highway Bridge Program (LHBP) Advisory Committee
    - Transportation Coordination Committee (TCC)
    - California Transportation Infrastructure Funding System (CTIFS)
    - Northern California Trade Corridors Coalition (NCTCC)
- Support future efforts to improve delivery and increase funding of statewide programs.

**Description**

- Senate Bill 45 (Chapter 622, Statutes 1997) transferred a number of programming responsibilities to the Regional Transportation Planning Agencies, including the programming of the regional 75% of the STIP. This portion, known as the RTIP, is developed by MTC as the Bay Area's RTPA, and submitted to the California Transportation Commission for inclusion into the STIP every other year. MTC works closely with the CMAs, transit agencies, and Caltrans to develop an RTIP that supports the goals of the region's RTP and that has the highest chance of being funded by the CTC. The region also works closely with Caltrans in their development of the interregional 25% of the STIP.
- Assembly Bill 1012 (Chapter 783, Statutes of 1999) sets forth a number of deadlines related to the delivery of projects funded with state and regional

funds. If these deadlines are not met, the funding returns to the state for use in other projects. MTC's goal is to ensure that no funds are lost to the region. To that end, MTC staff actively monitors the delivery milestones and status of projects funded with state and federal funds, and to provide assistance to project sponsors that are in danger of not meeting those deadlines.

- Proposition 1B (Chapter 25, Statutes 2006) provided almost $20 billion in new bond funds for infrastructure improvements in California. A number of the new programs created by Proposition 1B improve local, regional, and state transportation infrastructure and is managed by Caltrans or the CTC. MTC's role in these programs is generally to facilitate programming of these funds to regional projects, and ensure all project delivery milestones are met so that funds are not lost to regional projects. MTC continues to be involved in guiding consensus in the remaining Proposition 1B programs, including the State-Local Partnership Program, Trade Corridor Improvement Fund, and the Public Transportation Modernization, Improvement, and Service Enhancement Account Program.
- Senate Bill 99 (Chapter 359, Statutes of 2013) established the Active Transportation Program (ATP), combining several state and federally-funded transportation programs (including the federal Transportation Alternatives Program (TAP) into a single program administered by the CTC. MTC, as the Regional Transportation Planning Agency (RTPA) and Metropolitan Planning Organization (MPO) for the nine counties of the San Francisco Bay Area, has programming responsibility for the large-MPO portion of the ATP, which includes developing.
- MTC has created a web-enabled fund tracking database known as the Fund Management System (FMS), which is used to monitor STIP projects as well as to process STIP projects in the Transportation Improvement Program (TIP). MTC plans to further enhance FMS based on changes in law and program deadlines and rules.

## 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. Emphasize the preservation of the existing transportation system

## C. Previous Accomplishments

**Objectives**

- Same as above

**Accomplishments**

- Implementation and delivery of the 2014 STIP (Ongoing)
- Regular meetings with Caltrans staff on Proposition 1B project delivery
- Semi-annual meetings with the Northern California Trade Corridors Coalition on Proposition 1B Trade Corridors Improvement Fund (TCIF) projects.
- Participation in various statewide funding, programming, and delivery committees and groups

**Work Products**

- Monthly project status reports for 2014 STIP delivery http://fms.mtc.ca.gov/fms/pages/reportManager/reportHomeFundingReports.jsp
- STIP Amendments and Extensions
- Updated and enhanced fund management and project tracking database http://fms.mtc.ca.gov/fms/pages/reportManager/reportHomeFundingReports.jsp

**D. Work Plan (FY 2014-15)**

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Prepare STIP Amendments and Extensions as requested | ▪ STIP Amendments<br>▪ STIP Extensions | 07/01/2014 | 06/30/2015 |
| 2 | Prepare status reports on 2014 STIP project delivery | ▪ Status Reports on 2014 STIP Delivery | 07/01/2014 | 06/30/2015 |
| 3 | Prepare status reports on Proposition 1B project delivery | ▪ Status Reports on Prop. 1B Delivery | 07/01/2014 | 06/30/2015 |
| 4 | Develop enhancements to web-enabled funding database | ▪ Updated database | 07/01/2014 | 06/30/2015 |
| 5 | Participate in various statewide funding, programming, and delivery committees and groups | ▪ Documents produced by committees | 07/01/2014 | 06/30/2015 |
| 6 | Implement the 2014 RTIP in coordination with CMAs, transit operators, and Caltrans | ▪ Provide assistance as needed to STIP project Sponsors and CMAs | 07/01/2014 | 06/30/2015 |
| 7 | Develop and Implement Cycle 1 ATP | ▪ Cycle 1 ATP | 09/01/2013 | 06/30/2015 |
| 8 | Develop and Implement Cycle 2 ATP | ▪ Cycle 2 ATP | 03/01/2014 | 06/30/2015 |
| 9 | Attend CTC meetings | ▪ Email of meeting highlights for stakeholders and Letter for CTC Commissioners | 07/01/2014 | 06/30/2015 |

**E. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Same as above

**F. Budget**

No CPG funds used

# Work Element 1518 FTA Elderly & Disabled/New Freedom Programming

**Description**

The FTA Section 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. Caltrans is the designated recipient of 5310 funds. MTC is working the Caltrans, FTA and other stakeholders to develop new procedures for administering the program, under which MTC would select projects for 5310 funding in the Bay Area. 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) to Caltrans; 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.

The FTA Section 5317 New Freedom Program, authorized under SAFETEA-LU, 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.

MAP-21 eliminated the New Freedom program as a stand-alone program, instead combining it with the Section 5310 program. However MTC still has some SAFETEA-LU New Freedom funding available to program, which will be done in a Cycle 5. Cycle 5 will consist of developing guidelines and a program of projects in accordance with FTA requirements. Additionally MTC will need to implement Cycle 5 and perform regular program oversight functions for Cycles 1-5.

**Ongoing tasks:**

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

| Products | Estimated Completion Date |
|---|---|
| New Freedom Cycle 5 Program FTA grant approval | July 2014 |
| New Freedom Cycle 5 Program funding agreements | December August 2014 |
| 5310 Programming Policy | TBD – 1st Q FY15 |
| 5310 Program of Projects | TBD – 3rd Q FY15 |
| FTA Quarterly Reports | Quarterly |
| FTA Annual Report | Spring 2014 or when requested by FTA |

No CPG funds used

## Work Element 1150: Agency Management

### Objective

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

| Major Tasks |
| --- |

- **Financial Management**
- **Administrative Services**
- **Graphics Services**
- **Building Maintenance**
- **Information Technology Services**

**No CPG funds used**

## 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), Governmental Accounting Standards Board (GASB), OMB Circular A-133, as well as with the accounting policies and procedures established by the Commission. Also, 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, GASB and OMB A133
- Maintain financial records in accordance with GAAP, GASB 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
- Continue upgrade of current financial system

| Products | Estimated Completion Date |
|---|---|
| Operating Budget | July 2014 |
| Financial Reports | Monthly |
| Financial Summaries | Monthly |
| Requisitions to Funding Sources | Monthly or as required |
| Quarterly Progress Reports | Quarterly |
| Annual Independent Audit | Fall 2014 |
| Investment Reports | Monthly |
| OWP | July 2014 |
| 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, information technology, contracting & procurement, facilities management, and general office services support.

**Ongoing tasks:**

- Development and administration of all human resources programs and projects including recruitment, employment administration, organizational development and succession, compensation management, staff development and training, employee benefits program design and administration, wellness and safety program oversight, summer intern program administration, employment compliance monitoring, and agency policy administration.
- Purchasing, procurement and contract management services including the administration and monitoring of the agency's DBE program and compliance.
- Business operations support including copying and mail services, janitorial and security vendor management, general services support, workspace planning, furniture and fixture upkeep, employee and agency parking facilities oversight, and fleet vehicle management.
- Management of agency business insurance program.
- Oversight of agency reception area.
- Provide management and staff services to Regional Administrative Facility Corporation.

| Products | Estimated Completion Date |
|---|---|
| Administrative Policies and Procedures | Ongoing |
| Contracts, Purchase Orders and Agreements | Ongoing |
| Recruitment and Employment Administration | Ongoing |
| Organizational Development and Compensation Administration | Ongoing |
| Employee Benefits Program Administration | Ongoing |
| Summer Intern Programs | June – September 2014 |
| Compliance Monitoring (all programs) | Ongoing |
| General Services Support | Ongoing |
| Facilities Administration | Ongoing |
| Annual Anticipated DBE Participation Level Report | July 2014 |
| DBE Semi- annual Progress Reports | October 2014/April 2015 |
| Business Insurance Renewal | April 2015 |

## * Included as part of ICAP

## Work Element 1154: Graphics Services

**Description**

MTC's graphics staff provides graphic, artistic and technical support to MTC for presentation in print publications, maps, and documents, PowerPoint presentations, video, photography and on the Web.

**Ongoing tasks:**

Designing and producing MTC publications: (e.g., *Plan Bay Area, Statistical Summary of Transit Operators, Annual Report to Congress* and *Annual Report to State Legislature*)

Incorporating GIS data into maps for the web, in publications and for display at meetings

Creating PowerPoint presentations for internal and public meetings

Designing and producing data graphics for use at meetings or in publications.

Designing and producing MTC newsletters (e.g., *Street Talk*)

Creating maps and presentation materials for outreach meetings

Maintaining a comprehensive catalog of MTC's photo resources

Creating and maintaining pages on MTC's website

Shooting still photos and video at events and of transportation subjects

Editing video and creating motion graphics for video presentation

Developing new systems for making forms available to staff online

| Products | Estimated Completion Date |
|---|---|
| *Website maintenance* | Daily |
| Other graphics products | As required |

## 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 | Estimated Completion Date |
|---|---|
| RAFC Board Agendas and Packets | As required |
| RAFC Operating and Condominium Reserve Budgets | June 2015 |
| RAFC Contracts | On-going |
| RAFC Annual CPA Audit and Tax Returns | November 2014 |

## * 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 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 development of applications that support business. 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.
- Network security assessment and remediation
- Coordinate information technology planning and services with ABAG including GIS, network security, and disaster recovery, among others
- Audio/Visual and Multimedia support including Web audio-cast of Commission and committee meetings
- Records management policy implementation
- Application development and customization for business systems

| Products | Estimated Completion Dates |
|---|---|
| Records management program | On-going |
| Application development projects | On-going |
| Business analysis and process automation | On-going |
| End user support (help desk) | On-going |
| Software/hardware acquisition | On-going |
| IT Infrastructure maintenance | On-going |
| Enterprise security program | On-going |
| MTC Web site infrastructure management | On-going |

## * Included as part of ICAP

# 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. MTC works in close collaboration and partnership with Caltrans District 4 and Headquarters, the owner and operator of the State Highway System, to improve and better manage highway operations, improvements and maintenance as well as monitoring and performance.

### Major Tasks

- **SAFE Regional Call Box System**
- **SAFE Freeway Service Patrol (FSP)**

| Major Products To Be delivered in FY 2014-15 | Estimated Completion Dates |
|---|---|
| Annual SAFE operating budget | Spring |
| Provide freeway patrol service on 550 miles of freeway | Ongoing |
| Provide support to the Local Streets & Roads Committee | Monthly |
| Reports on call box system usage and operation | Monthly |
| TETAP and RSTP projects and services | Ongoing |

All SAFE activities are not funded by CPG Grants

## Work Element 6031: 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 Assistance 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 measuresImplement the call box urban reduction plan by removing approximately 430 call boxes and installing 511 Freeway Assist signs.

| Products | Estimated Completion Date |
|---|---|
| Reports on call box system usage and operation | Monthly |
| Status reports on call box maintenance and operations | Monthly |
| Present budgets, expenditures, reports to SAFE Board | Bi-monthly or Quarterly |

No CPG funds used

## Work Element 6032: 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 over 90 trucks covering approximately 550 centerline miles of freeway. Each month, these roving trucks provide over 9,000 assists which including removing debris, providing free gas, and quick mechanical fixes to disabled vehicles.

**Ongoing tasks:**

- Administer contracts with private tow contractors
- Analyze performance data to ensure program resources are allocated efficiently
- Provide temporary service in construction zones on major freeway projects as requested by the State
- Evaluate existing communication system including fleet management equipment and radio system to develop a strategic plan for system replacement
- Develop program budget and assure proper revenue and expenditure tracking

| Products | Estimated Completion Date |
|---|---|
| Provide freeway patrol service | Ongoing |
| Present budgets, expenditures, reports to SAFE Board | Bi-monthly or Quarterly |
| Provide data on Bay Area Traffic conditions for public use | As needed |

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**
- **BATA Lane Operations and Toll Collection**
- **BATA Administration**
- **BATA Finance**
- **Regional Measure 2**
- **Regional Express Lanes**

| Major Products To Be delivered in FY 2014-15 | Estimated Completion Dates |
|---|---|
| Program Project Monitoring report | Monthly |
| Annual Toll Bridge Report to the Legislature | Fall 2014 |
| Audit of toll revenues and expenditures | Fall 2014 |

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

## Work Element 1251: Project Management

**Description**

On January 28, 1998, State law created the Bay Area Toll Authority (BATA). 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:**

- Coordinate, budget, and deliver Caltrans and BATA operating and maintenance activities
- Coordinate the delivery of the Toll Bridge Rehabilitation Plan with Caltrans, including oversight and direct project delivery
- Maintain the toll plazas and toll collection systems
- Support other toll related projects and activities

| Products | Estimated Completion Date |
|---|---|
| Annual Capital Budget | On-going |
| Toll Bridge Rehabilitation Projects | On-going |

**Not funded by CPG Grant**

## Work Element 1252: BATA Lane Operations and Toll Collection

**Description**

In 2005, BATA completed the contract process for a new joint Electronic Toll Collection (ETC) Customer Service Center. The center opened in May 2005 and is currently processing transactions for BATA, Golden Gate, the SFO Airport and Express Lanes. In 2013, BATA completed the deployment of new toll equipment and software (ATCAS II) at the State owned Toll Bridges. This contract also provides for the operations and maintenance of the vendor provided equipment and software. BATA staff maintains the data network that supports the ETC equipment at the Toll Plazas.
Additionally, BATA provides funding for manual toll collection provided by Caltrans Staff.

**Ongoing tasks:**

- Administer contract for the operation of the ETC CSC
- Toll Collection Strategic Plan
- Manage and operate the ETC Customer Service Center
- Develop an operational and marketing plan to increase ETC use
- Administer contract for operations and maintenance of toll equipment in the field
- Relocate CSC and migrate to new system
- Manage BATA network infrastructure
- Regular management of manual toll collection budget with Caltrans staff

| Products | Estimated Completion Date |
|---|---|
| Bay Area Toll Bridge Program FY 2014-15 Budget | July 2015 |
| Regular maintenance of ETC Toll system | 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
- 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 | Estimated Completion Date |
|---|---|
| Financial planning and policy documents | 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 | Estimated Completion Date |
|---|---|
| Bay Area Toll Account investment reports | Monthly |
| Annual Toll Bridge Report to the Legislature | Annually |
| Audit of toll revenues and expenditures | Annually |
| Financial Reports | 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.

In 2013, a Delivery Strategy program was undertaken to address RM2 projects that have experienced delivery challenges. Project sponsors submitted plans for delivering a usable segment, and through 2014 staff will work with the Commission to address these plans, which in some cases will involve shifting funds to other eligible projects through a public hearing process.

**Ongoing tasks:**

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

| Products | Estimated Completion Date |
|---|---|
| Project and Program Allocations | As required |
| Progress Report to Commission | Semi-Annual / Annual |
| Operating Program Performance Review | Annual |
| Adoption of Operating Program Budget | Annual |

**Not funded by CPG Grant**

## Work Element 6084: Implement the Regional Express Lanes Network

### A. Project Description

**Description**

- Plan Bay Area, the region's long range transportation plan, includes a network of express lanes (or high occupancy toll lanes).
- The 270-mile network would be developed by converting 150 miles of existing HOV lanes to express lanes and building new segments to close gaps in the existing system on some 120 miles.
- 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, improving connectivity; 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 in operations 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.
- In 2013, MTC delegated its authority to operate express lanes to the Bay Area Infrastructure Financing Authority (BAIFA), a joint powers authority between MTC and the Bay Area Toll Authority.
- BAIFA is coordinating with Caltrans, CHP and the CMAs to deploy its express lanes.
- Project development and construction is 100% locally funded.

### B. Accomplishments

**Objectives**

- Deliver and operate express lanes under MTC's statutory authority.

**Accomplishments**

- Some of BAIFA's accomplishments specific to delivering its lanes are:
  - Created a strategy to deploy its express lanes in phases over time;
  - Received a budget of $326m of bridge toll funds for development and implementation of initial express lane conversions.
  - Hired a program manager that is performing overall program delivery;
  - Hired an engineering firm that is preparing documents for environmental clearances and developing Plans, Specification and Estimates (PS&Es) by express lane segment;
  - Hired a toll system manager and issued a procurement for a toll system integrator to build and maintain its express lane toll system (contract award is anticipated to be June 2014);
  - Approved a Concept of Operations for how its lanes will work (more open access lane configuration; license plate cameras and switchable toll tags for automatic toll enforcement);
  - Initiated planning for performance monitoring of lanes, including 'before' and 'after' data collection; and
  - Initiated public outreach for the I-680 Southern Segment in Contra Costa County, BAIFA's first express lane, projected to open in spring 2016.

**Work Products**

- Concept of Operations (May 2013)

- Requests For Proposals (RFPs) and resulting contracts
- www.BAIFAExpressLanes.org

**C. Work Plan (FY 2014-15) ***

Work in F& 14-15 will focus on the conversion of existing HOV lanes to express lanes.

| Task No. | Task Description | Work Products | Start Date | End Date |
|---|---|---|---|---|
| 1 | Perform program management for BAIFA's Express Lanes such as:<br>▪ Financial Analysis<br>▪ Schedule Analysis, etc. | ▪ Technical memos or reports<br>▪ Project Schedule | 7/1/14 | 6/30/15 |
| 2 | Perform public outreach and education to support project delivery (website, in-person meetings, media, public open houses, etc.) | ▪ Website<br>▪ Materials (maps, FAQs, presentation boards, etc.) | 7/1/14 | 6/30/15 |
| 3 | Secure environmental approval for the I-680 Southern Segment, complete PS&E and award a construction contract. | ▪ PA/ED<br>▪ PS&E<br>▪ Procurement documents<br>▪ Contract | 7/1/14 | 6/30/15 |
| 4 | Secure environmental approval for the I-880 express lane (including SR84 and SR92 bridge approaches) and complete PS&E. | ▪ PA/ED<br>▪ PS&E | 7/1/14 | 6/30/15 |
| 5 | Enter into a contract with a toll system integrator and being to build the toll system. | ▪ Contract | 7/1/14 | 6/30/15 |
| 6 | Coordinate with BATA's FasTrak® staff to make switchable toll tags available to the public in 2015. | | 7/1/14 | 6/30/15 |
| 7 | Plan for express lane operations in anticipation of the lanes going 'live'. | ▪ Draft Operations Plan | 7/1/14 | 6/30/15 |
| 8 | Evaluate potential opportunities for public private partnerships and alternative delivery strategies for BAIFA's express lanes | ▪ Technical memos or reports | 7/1/14 | 6/30/15 |
| 9 | Staff will coordinate work with CMAs, Caltrans and the CHP on issues related to planning and operations of BAIFA's express lanes (ESC, TWG, PIWG, other meetings) | ▪ Staff reports<br>▪ Presentation materials<br>▪ Meeting agendas and notes | 7/1/14 | 6/30/15 |
| 10 | Staff will continue to bring items to BAIFA for review and approval. | ▪ Staff reports<br>▪ Presentation materials<br>▪ Meeting agendas and notes | 7/1/14 | 6/30/15 |
| 11 | Staff will attend and present on BAIFA's express lanes at meetings | ▪ Staff reports<br>▪ Presentation | 7/1/14 | 6/30/15 |

| | | | | |
|---|---|---|---|---|
| | of transportation agencies, local jurisdictions and others as requested | materials<br>▪ Meeting agendas and notes | | |

*No work is funded with Consolidated Planning Grant Funds. All work is funded with other sources.

**F. Anticipated Future Activities (FY 2015-16)**

**Anticipated Future Activities**

- Continue civil and toll system project development according to phasing priorities established by BAIFA.
- Adopt business requirements and policies for BAIFA's express lane operations.
- Finalize the Operations Plan.
- Execute an operations and maintenance agreement with Caltrans. BAIFA will maintain the toll system and data communications network. Through development of this document, BAIFA and Caltrans will agree to terms for funding roadway maintenance.
- Perform public outreach and education to support project delivery and lane operations.
- Open I-680 Southern Segment and monitor lane performance.
- Continue coordination with Caltrans, CHP and CMAs on project planning, development and implementation.
- Pursue project development activities for gap closure segments.

**Not Funded by CPG Grant**

# CHAPTER 3: BUDGET

## FY 2014-15

# FY 14/15 Total Overall Work Program Direct Services Project Revenue Estimates (Final)

| | Total Budget | FHWA PL (1) | FHWA PL FY'14 | FTA 5303 (2) | | | | JARC/FTA 5339/5307 | General | Local |
|---|---|---|---|---|---|---|---|---|---|---|
| | Revenue | Incl. T.C. Match | Requires L.M. | Incl. T.C. Match | STP PL | CMAQ | STP | New Freedom/HUD | Fund | Funds |
| **Planning Funds** | | | | | | | | | | |
| 1110 Commission and Advisory Committees | 729,634 | 174,085 | | 100,000 | 0 | 0 | 0 | 0 | 455,549 | 0 |
| 1113 Support the Partnership Board | 416,298 | 50,000 | | 50,000 | 0 | 0 | 0 | 0 | 316,298 | 0 |
| 1114 Support Policy Advisory Council | 313,336 | 124,085 | | 50,000 | 0 | 0 | 0 | 0 | 139,251 | 0 |
| 1120 Planning Emphasis Areas | 8,210,714 | 2,410,000 | | 1,129,781 | 678,000 | 0 | 0 | 0 | 2,632,933 | 1,360,000 |
| 1121 Regional Transportation plan | 1,731,480 | 700,000 | | 100,000 | 250,000 | 0 | 0 | 0 | 681,480 | 0 |
| 1122 Analyze Regional Data using GIS and Travel Models | 3,261,967 | 1,300,000 | | 929,781 | 428,000 | 0 | 0 | 0 | 604,186 | 0 |
| 1125 Non-motorized Transportation Activities | 164,175 | 30,000 | | 0 | 0 | 0 | 0 | 0 | 134,175 | 0 |
| 1212 Performance Measurement and Monitoring | 856,819 | 200,000 | | 50,000 | 0 | 0 | 0 | 0 | 606,819 | 0 |
| 1311 Implement Lifeline Transportation Program | 1,488,349 | 60,000 | | 0 | 0 | 0 | 0 | 0 | 68,349 | 1,360,000 |
| 1312 Support Title VI/Environmental Justice | 180,732 | 20,000 | | 0 | 0 | 0 | 0 | 0 | 160,732 | 0 |
| 1412 Transportation Conformity and Air Quality Planning | 320,210 | 100,000 | | 50,000 | 0 | 0 | 0 | 0 | 170,210 | 0 |
| 1414 Climate Change Adaptation Option Analysis | 206,983 | 0 | | 0 | 0 | 0 | 0 | 0 | 206,983 | 0 |
| 1130 Legislation and Public Affairs | 3,854,107 | 1,850,000 | 524,660 | 550,000 | 0 | 0 | 0 | 0 | 829,447 | 100,000 |
| 1112 Implement Public Information Program | 3,422,348 | 1,700,000 | 524,660 | 450,000 | 0 | 0 | 0 | 0 | 647,688 | 100,000 |
| 1156 Library Services | 431,759 | 150,000 | | 100,000 | 0 | 0 | 0 | 0 | 181,759 | 0 |
| 1230 Improve Highway Arterial Operations & Management | 377,937 | 150,000 | | 100,000 | 0 | 0 | 0 | 0 | 127,937 | 0 |
| 1229 Emergency Response and Security Programs | 377,937 | 150,000 | | 100,000 | 0 | 0 | 0 | 0 | 127,937 | 0 |
| 1510 Support Regional Transportation Investment | 26,960,009 | 1,900,000 | | 1,111,000 | 0 | 0 | 0 | 22,698,636 | 660,119 | 590,254 |
| 1511 Conduct Financial Analysis and Planning | 463,018 | 100,000 | | 150,000 | 0 | 0 | 0 | 0 | 213,018 | 0 |
| 1512 Federal, Programming, Monitoring and TIP Development | 25,147,996 | 1,800,000 | | 271,000 | 0 | 0 | 0 | 22,698,636 | 299,360 | 79,000 |
| 1517 Transit Sustainablity/Planning | 1,348,995 | 0 | | 690,000 | 0 | 0 | 0 | 0 | 147,741 | 511,254 |
| **Total Planning Funds** | **40,132,400** | **6,484,085** | **524,660** | **2,990,781** | **678,000** | **0** | **0** | **22,698,636** | **4,705,984** | **2,050,254** |
| **Grants** | | | | | | | | | | |
| 1120 Planning Emphasis Areas | 53,046,476 | 0 | | 0 | 6,919,000 | 18,735,501 | 8,000,000 | 5,447,412 | 3,872,063 | 10,072,500 |
| 1124 Airport/Seaport/Freight Planning | 427,022 | 0 | | 0 | 0 | 0 | 0 | 0 | 427,022 | 0 |
| 1310 Lifeline Program | 5,588,531 | 0 | | 0 | 0 | 0 | 0 | 5,237,531 | 351,000 | 0 |
| 1413 Climate Assessments Initiative | 19,214,982 | 0 | | 0 | 0 | 18,735,501 | 0 | 0 | 406,982 | 72,500 |
| 1611 Transportation for Livable Communities Program (TLC) | 27,815,941 | 0 | | 0 | 6,919,000 | 0 | 8,000,000 | 209,881 | 2,687,060 | 10,000,000 |
| 1220 Traveler Coordination and Info Systems | 3,306,084 | 0 | | 0 | 0 | 1,085,302 | 958,928 | 0 | 1,107,353 | 154,500 |
| 1222 Implement Regional Rideshare Program and 511 Marketing | 282,849 | 0 | | 0 | 0 | 128,349 | 0 | 0 | 0 | 154,500 |
| 1223 Support Transportation System Management Program | 857,354 | 0 | | 0 | 0 | 0 | 0 | 0 | 857,354 | 0 |
| 1224 Implement and Promote RegionalBicycle Information System | 2,165,881 | 0 | | 0 | 0 | 956,953 | 958,928 | 0 | 250,000 | 0 |
| 1230 Improve Highway Arterial Operations & Management | 2,319,267 | 0 | | 0 | 0 | 1,562,538 | 738,174 | 0 | 18,555 | 0 |
| 1228 Emergency Communication Operations | 18,554 | 0 | | 0 | 0 | 0 | 0 | 0 | 18,554 | 0 |
| 1234 Arterial Operations Coordination | 259,071 | 0 | | 0 | 0 | 259,071 | 0 | 0 | 0 | 0 |
| 1235 Incident Management Program | 365,739 | 0 | | 0 | 0 | 365,739 | 0 | 0 | 0 | 0 |
| 1237 Freeway Performance Initiative Corridor Studies & Implementation | 1,675,902 | 0 | | 0 | 0 | 937,728 | 738,174 | 0 | 0 | 0 |
| 1510 Support Regional Transportation Investment | 7,477,192 | 0 | | 0 | 0 | 0 | 1,765,590 | 2,099,313 | 1,918,448 | 1,693,841 |
| 1233 Transportation Asset Management (TAM) Program | 3,619,700 | 0 | | 0 | 0 | 0 | 1,765,590 | 0 | 859,769 | 994,341 |
| 1514 Regional Assistance Programs and Project Reviews | 791,204 | 0 | | 0 | 0 | 0 | 0 | 0 | 534,904 | 256,300 |
| 1515 State Programming, Monitoring and STIP Development | 966,975 | 0 | | 0 | 0 | 0 | 0 | 0 | 523,775 | 443,200 |
| 1518 FTA Elderly & Disabled/New Freedom Programming | 2,099,313 | 0 | | 0 | 0 | 0 | 0 | 2,099,313 | 0 | 0 |
| **Total Grants** | **66,149,018** | **0** | **0** | **0** | **6,919,000** | **21,383,341** | **11,462,692** | **7,546,725** | **6,916,419** | **11,920,841** |
| **Administration** | | | | | | | | | | |

# FY 14/15 Total Overall Work Program Direct Services Project Revenue Estimates (Final)

| | Total Budget | FHWA PL (1) | FHWA PL FY'14 | FTA 5303 (2) | | | | JARC/FTA 5339/5307 | General | Local |
|---|---|---|---|---|---|---|---|---|---|---|
| | Revenue | Incl. T.C. Match | Requires L.M. | Incl. T.C. Match | STP PL | CMAQ | STP | New Freedom/HUD | Fund | Funds |
| 1150 Agency Management | 1,130,323 | 0 | | 0 | 0 | 300,000 | 0 | 0 | 530,323 | 300,000 |
| 1152 Financial Management | 790,000 | 0 | | 0 | 0 | 300,000 | 0 | 0 | 490,000 | 0 |
| 1153 Administrative services | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1157 Building Maintenance | 340,323 | 0 | | 0 | 0 | 0 | 0 | 0 | 40,323 | 300,000 |
| 1161 Information Technology Services | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Administration | 1,130,323 | 0 | | 0 | 0 | 300,000 | 0 | 0 | 530,323 | 300,000 |
| TOTAL MTC BUDGET | 107,411,742 | 6,484,085 | 524,660 | 2,990,781 | 7,597,000 | 21,683,341 | 11,462,692 | 30,245,361 | 12,152,726 | 14,271,095 |
| 1131 Legis. Programs | 634,454 | 0 | | 0 | 0 | 0 | 0 | 0 | 634,454 | 0 |
| 1230 SAFE | 470,026 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 470,026 |
| 1250 Bay Area Toll Authority | 4,608,780 | 0 | | 0 | 0 | 0 | 0 | 0 | 4,608,780 | 0 |
| Total not federaly funded | 5,713,260 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,243,234 | 470,026 |
| MTC Total Revenue for OWP Purposes | 113,125,002 | 6,484,085 | 524,660 | 2,990,781 | 7,597,000 | 21,683,341 | 11,462,692 | 30,245,361 | 17,395,960 | 14,741,121 |
| ABAG FHWA & FTA 5303 PL | 1,233,225 | 1,000,000 | | 233,225 | 0 | 0 | 0 | 0 | 0 | 0 |
| ABAG TDA | 954,810 | 0 | | 0 | 0 | 0 | 0 | 0 | 954,810 | 0 |
| ABAG Hud Grant | 50,000 | 0 | | 0 | 0 | 0 | 0 | 50,000 | 0 | 0 |
| ABAG STP Planning | 1,338,000 | 0 | | 0 | 678,000 | 0 | 660,000 | 0 | 0 | 0 |
| BCDC Regional Planning | 340,000 | 0 | | 0 | 340,000 | 0 | 0 | 0 | 0 | 0 |
| Total Revenue for OWP Purposes | 117,041,037 | 7,484,085 | 524,660 | 3,224,006 | 8,615,000 | 21,683,341 | 12,122,692 | 30,295,361 | 18,350,770 | 14,741,121 |

(1): FHWA PL T.C. Match $858,200
(2): FTA 5303 PL T.C. Match $369,697

# FY 14/15 Total Overall Work Program Direct Services Project Expenditure Estimates (Final)

| | Total Budget | Salaries, Benefits | Indirect Services | Other Operating Expenses | Consultant |
|---|---|---|---|---|---|
| **Planning Funds** | | | | | |
| 1110 Commission and Advisory Committees | 729,634 | 480,783 | 248,851 | 0 | 0 |
| 1113 Support the Partnership Board | 416,298 | 274,314 | 141,984 | 0 | 0 |
| 1114 Support Policy Advisory Council | 313,336 | 206,469 | 106,867 | 0 | 0 |
| 1120 Planning Emphasis Areas | 8,210,714 | 2,999,566 | 1,552,561 | 188,587 | 3,470,000 |
| 1121 Regional Transportation plan | 1,731,480 | 738,985 | 382,495 | 0 | 610,000 |
| 1122 Analyze Regional Data using GIS and Travel Models | 3,261,967 | 1,333,280 | 690,100 | 188,587 | 1,050,000 |
| 1125 Non-motorized Transportation Activities | 164,175 | 42,287 | 21,888 | 0 | 100,000 |
| 1212 Performance Measurement and Monitoring | 856,819 | 333,962 | 172,857 | 0 | 350,000 |
| 1311 Lifeline Transportation Program | 1,488,349 | 84,574 | 43,775 | 0 | 1,360,000 |
| 1312 Support Title VI/Env. Justice | 180,732 | 119,091 | 61,641 | 0 | 0 |
| 1412 Transportation Conformity and Air Quality Planning | 320,210 | 210,998 | 109,212 | 0 | 0 |
| 1414 Climate Change Adaptation Option Analysis | 206,983 | 136,389 | 70,594 | 0 | 0 |
| 1130 Legislation and Public Affairs | 3,854,107 | 2,034,869 | 1,053,239 | 166,000 | 600,000 |
| 1112 Implement Public Information Program | 3,422,348 | 1,750,366 | 905,982 | 166,000 | 600,000 |
| 1156 Library Services | 431,759 | 284,502 | 147,257 | 0 | 0 |
| 1230 Improve Highway Arterial Operations & Management | 377,937 | 249,036 | 128,900 | 0 | 0 |
| 1229 Emergency Response and Security Programs | 377,937 | 249,036 | 128,900 | 0 | 0 |
| 1510 Support Regional Transportation Investment | 26,960,009 | 1,975,572 | 1,022,547 | 12,000 | 23,949,890 |
| 1511 Conduct Financial Analysis and Planning | 463,018 | 305,100 | 157,918 | 0 | |
| 1512 Federal, Programming, Monitoring and TIP Management | 25,147,996 | 1,474,279 | 763,080 | 12,000 | 22,898,636 |
| 1517 Transit Sustainablity/Planning | 1,348,995 | 196,193 | 101,548 | 0 | 1,051,254 |
| **Total Planning Funds** | **40,132,400** | **7,739,825** | **4,006,098** | **366,587** | **28,019,890** |
| **Grants** | | | | | |
| 1120 Planning Emphasis Areas | 53,046,476 | 1,139,674 | 589,890 | 495,382 | 50,821,531 |
| 1124 Airport/Seaport/Freight Planning | 427,022 | 83,700 | 43,323 | 0 | 300,000 |
| 1310 Implement Lifeline Program | 5,588,531 | 231,287 | 119,713 | 0 | 5,237,531 |
| 1413 Climate Assessments Initiative | 19,214,983 | 197,340 | 102,142 | 285,501 | 18,630,000 |
| 1611 Transportation for Livable Communities Program (TLC) | 27,815,941 | 627,348 | 324,712 | 209,881 | 26,654,000 |
| 1220 Traveler Coordination and Info Systems | 3,306,084 | 1,741,904 | 901,601 | 662,579 | 0 |
| 1222 Implement Regional Rideshare Program and 511 Marketing | 282,849 | 84,574 | 43,775 | 154,500 | 0 |
| 1223 Support Transportation System Management Program | 857,354 | 545,174 | 282,180 | 30,000 | 0 |
| 1224 Implement and Promote RegionalBicycle Information System | 2,165,881 | 1,112,156 | 575,647 | 478,079 | 0 |
| 1230 Improve Highway Arterial Operations & Management | 2,319,267 | 1,298,456 | 672,075 | 348,736 | 0 |
| 1228 Emergency Communication Operations | 18,554 | 12,226 | 6,328 | 0 | 0 |
| 1234 Arterial Operations Coordination | 259,071 | 52,279 | 27,059 | 179,733 | 0 |
| 1235 Incident Management Program | 365,739 | 239,681 | 124,058 | 2,000 | 0 |
| 1237 Freeway Performance Initiative Corridor Studies & Implementation | 1,675,902 | 994,270 | 514,629 | 167,003 | 0 |
| 1510 Support Regional Transportation Investment | 7,477,192 | 1,054,061 | 545,577 | 369,200 | 5,508,354 |
| 1233 Transportation Asset Management (TAM) Program | 3,619,700 | 438,430 | 226,929 | 10,000 | 2,944,341 |
| 1514 Regional Assistance Programs and Project Reviews | 791,204 | 281,039 | 145,465 | 0 | 364,700 |
| 1515 State Programming, Monitoring and STIP Development | 966,975 | 334,592 | 173,183 | 359,200 | 100,000 |
| 1518 FTA Elderly & Disabled/New Freedom Programming | 2,099,313 | 0 | 0 | 0 | 2,099,313 |
| **Total Grants** | **66,149,019** | **5,234,094** | **2,709,143** | **1,875,897** | **56,329,885** |
| **Administration** | | | | | |
| 1150 Agency Management | 1,130,323 | 224,251 | 116,071 | 0 | 790,000 |
| 1152 Financial Management | 790,000 | 0 | 0 | 0 | 790,000 |
| 1153 Administrative services | 0 | 0 | 0 | 0 | 0 |
| 1157 Building Maintenance | 340,323 | 224,251 | 116,071 | 0 | 0 |
| 1161 Information Technology Services | 0 | 0 | 0 | 0 | 0 |
| **Total Administration** | **1,130,323** | **224,251** | **116,071** | **0** | **790,000** |
| **TOTAL MTC BUDGET** | **107,411,742** | **13,198,171** | **6,831,312** | **2,242,484** | **85,139,775** |

## FY 13/14 Total Overall Work Program Direct Services Project Expenditure Estimates/ Continued)

| | Total Budget | Salaries, Benefits | Indirect Services | Other Operating Expenses | Consultant |
|---|---|---|---|---|---|
| 1131 Legis. Programs | 634,454 | 414,771 | 214,684 | 5,000 | 0 |
| 1230 SAFE | 470,026 | 0 | 470,026 | 0 | 0 |
| 1250 Bay Area Toll Authority | 4,608,780 | 0 | 4,608,780 | 0 | 0 |
| Total not federaly funded | 5,713,260 | 414,771 | 5,293,489 | 5,000 | 0 |
| **MTC Total Expenditures for OWP Purposes** | 113,125,002 | 13,612,942 | 12,124,802 | 2,247,484 | 85,139,775 |
| ABAG Regional Planning | 3,576,035 | 0 | 0 | 0 | 3,576,035 |
| BCDC Regional Planning | 340,000 | 0 | 0 | 0 | 340,000 |
| **Total Expenditures for OWP Purposes** | **117,041,037** | **13,612,942** | **12,124,802** | **2,247,484** | **89,055,810** |

**ABAG BUDGET SUMMARY**
**MTC/ABAG JOINT PROGRAM, FY 2014-15**

| WORK ELEMENT | FTA 5303 (Inc. T.C. Match) | FHWA (Inc. T.C. Match) | MTC General Fund | HUD | STP Planning | STP | TOTAL |
|---|---|---|---|---|---|---|---|
| Regional Planning, Modeling, Research and Outreach, Including Intergovernmental Coordination | 233,225 | 1,000,000 | 954,810 | 50,000 | 678,000 | 660,000 | 3,576,035 |
| **Totals** | **233,225** | **1,000,000** | **954,810** | **50,000** | **678,000** | **660,000** | **3,576,035** |

Appendix A

# APPENDIX A
# FTA FUNDED PROJECTS

*FY 2014-15*

*Caltrans Consolidated Planning Grant Program*

*FTA Section 5304*

**FTA Section 5304 Transit Planning Studies** **Estimated Completion Date**

**2011/2012 Transit Planning Studies** **February 28, 2014**

***Statewide or Urban Transit Planning:***

- El Camino Bus Rapid Transit Phasing Plan ($221,319)
  Applicant: San Mateo County Transit District
  Description: The El Camino Real (ECR) Corridor Bus Rapid Transit (BRT) Phasing Plan will assess ridership demand and cost effective operations of BRT service along the ECR in San Mateo County. This plan aims to complement the SamTrans Service Plan currently underway, which is evaluating the efficiency of fixed-route bus services. The BRT plan will also work in conjunction with the Grand Boulevard Initiative (GBI) to help link efforts to increase land-use densities and improve walkability with enhanced transit options.
- Broadway Transit Alternatives Analysis Study ($299,200)
  Applicant: City of Oakland
  Description: The City of Oakland will study the feasibility and potential for a Broadway Transit Line on Broadway, the city's central corridor, to: (a) enhance efficiency and connectivity within the existing transit system; (b) reduce greenhouse gases; (c) catalyze mixed-use transit-oriented development; and, (d) spur economic development. Several transit alternatives, including bus and rail, will be evaluated.

**2012/2013 Transit Planning Studies** **February 28, 2015**

***Statewide or Urban Transit Planning:***

- Emeryville-Oakland-Berkeley Transit Study ($250,000)
  Applicant: City of Emeryville.
  Description: This study will investigate ways to improve last-mile transit service to regional transit and connections among the three areas in Emeryville, West Oakland, and West Berkeley. Working with transit agencies, neighboring cities, community groups and the public, especially low-income minority residents, the team will model transit demand, analyze gaps, compare modes and institutional structures, and plan for transit to support and be supported by economic development.
- Geneva Harney BRT Feasibility Study ($300,000)
  Applicant: San Francisco County Transportation Authority
  Description: This is a feasibility study for the proposed Harney-Geneva Bus Rapid Transit service. The new seven-mile bus corridor would connect existing neighborhoods and major new land development sites to the area's regional transit systems. In consultation with community stakeholders and agencies, the study will focus on envisioning potential future transit in the bus corridor with emphasis on Geneva Avenue and producing conceptual re-design options and technical analysis on benefits and trade-offs.

***Rural or Small Urban Transit Planning:***

- No grants were awarded funding in this category in this fiscal year.

***Transit Planning Student Internships***

- SFO Ground Transportation Planning Interns ($44,000)
  Applicant: San Francisco Airport Commission
  Description: The San Francisco International Airport intern project provides students with transportation planning experience within a unique multimodal environment at the largest airport in northern California. Airport Landside Operations staff will work directly with the interns to provide them with valuable work experience benefiting the community and the transportation sector.

**2013/2014 Transit Planning Studies** **February 28, 2016**

### *Statewide or Urban Transit Planning:*

- Embarcadero and Montgomery Capacity Implementation Study ($237,500)
  Applicant: Bay Area Rapid Transit District
  The Embarcadero and Montgomery Capacity Implementation Study will produce a station capacity project implementation strategy for Bay Area Rapid Transit's two busiest stations - Embarcadero and Montgomery. Bay Area Rapid Transit has conceptual plans for a number of station capacity improvements at these stations - at the street level plus three subsurface levels. A variety of overlapping agencies have adjacent projects which must be coordinated for implementation with Bay Area Rapid Transit's projects. This project will develop consensus on an implementation path for these projects.
- City of Hayward Transit Connector Feasibility Study ($177,060)
  Applicant: City of Hayward
  Description: The City of Hayward Transit Connector Feasibility Study will assess the feasibility of implementing a transit connector service in Hayward's industrial employment areas.
- ECCTA System Re-Design ($240,000)
  Applicant: Eastern Contra Costa Transportation Authority (TriDelta Transit)
  Description: The Eastern Contra Costa Transit Authority System Re-Design will address the predicted changes in travel patterns of current and future bus patrons resulting from the widening of State Route 4 (the spine of ECCTA's service area) and the extension of Bay Area Rapid Transit ten miles into ECCTA's service area.

### *Rural or Small Urban Transit Planning:*

- Coordinated Marin County Student Transportation Plan ($100,000)
  Applicant: Marin County Transit District
  Description: This project will bring together the school districts and the countywide transportation agencies to improve mobility options for Marin's youth. The goals of the project will be to improve outreach, communication, and services while reducing duplicative efforts and administrative duties. An additional goal will be to identify where specific transportation options are likely to be most successful and relevant. The end result will be a set of recommendations tailored to each specific school site.

### *Transit Planning Student Internships*

- AC Transit Transportation Planning Intern ($50,000)
  Applicant: Alameda Contra Costa Transit
  Description: Under direct supervision of a Senior Planner/Engineer, two (2) student interns will gain twelve (12) months of valuable transportation planning experience at AC Transit. Interns will apply their academic training to real world challenges by assisting with area service plans, long-range plans, and/or large-scale capital projects. Duties will be wide-ranging, including data analysis, public outreach, technical writing, operations modeling, cost estimation, design review, and/or Computer-aided design drafting
- CalMod Transit Planning Internship Program ($49,951)
  Applicant: Peninsula Corridor Joint Powers Board
  Description: The Peninsula Corridor Joint Powers Board Caltrain Modernization Program (CalMod) is seeking funding to establish a planning internship program to provide professional development opportunities for up to four graduate or undergraduate interns over the next two years. These interns will engage in a variety of transit planning activities supporting the efforts of the CalMod program, which will upgrade the performance, operating efficiency, capacity, safety and reliability of Caltrain.

Appendix B

**APPENDIX B**

**STP FUNDED PROJECTS**

**FY 2012/13 -2015/16**

# Congestion Management Agency: Planning and Programming

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## 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 objectives are for the CMAs/substitute agencies to use this funding:

- To implement the One Bay Area Grant (OBAG) program as per MTC Resolution 4035 within the county;
- To promote successful program and project delivery and monitoring within the county for all funds;
- To establish a land use and travel forecasting process and set of procedures that is consistent with those of the Association of Bay Area Governments (ABAG) and MTC, or develop appropriate alternative analytical approaches in cooperation with MTC;
- To support other regional planning and programming efforts;
- To assist in the development of the Transportation Improvement Program/State Transportation Improvement Program (TIP/STIP) and the Regional Transportation Plan (RTP)/ Sustainable Communities Strategy (SCS) through countywide planning efforts; and
- To engage in public participation as detailed in MTC Resolution 4035 and Attachments.

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.

<u>San Francisco Bay Area Conservation and Development Commission (BCDC)</u>
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**
**Total FY 2012-13 through FY 2015-16**

| | | |
|---|---|---|
| MTC STP | $42,479,000 | 88.53% |

**Funding by Agency**

| | |
|---|---|
| Alameda | $7,106,000 |
| Contra Costa | $4,250,000 |
| Marin | $3,091,000 |
| Napa | $2,673,000 |
| San Francisco | $3,568,000 |
| San Mateo | $3,425,000 |
| Santa Clara | $6,000,000 |
| Solano | $3,006,000 |
| Sonoma | $2,673,000 |
| Association of Bay Area Governments | $2,673,000 |
| BCDC. | $1,341,000 |
| MTC | $2,673,000 |
| **Total** | **$42,479,000** |

| Schedule | Delivery Date |
|---|---|
| PDA Investment & Growth Strategy | Revisions and updates as needed |
| Monitoring Report on adoption by local jurisdictions of a Complete Streets policy | March, Annually /Ongoing |
| PDA Investment & Growth Strategy Presentations by CMAs to Joint MTC Planning and ABAG Administrative Committee | Summer/Fall Annually |
| Ensure the public involvement process provides underserved communities access to the project submittal process as in compliance with Title VI of the Civil Rights Act of 1964 | Summer/Fall Annually |
| Amended PDA Investment & Growth Strategy to incorporate follow-up to local housing production and policies | May 2014 |
| Annual progress report on PDA Investment & Growth Strategy, including status of jurisdictions' progress on development/adoption of housing elements and complete streets policies | May 2014 Ongoing |
| CMP Modeling Consistency Checklist, pursuant to the CMP Guidance and MTC staff direction | 2 months prior to due date for draft CMP |
| Monitored or estimated agreement funds spent in the previous fiscal year on activities directly supporting analytical planning activities, including travel/land use model staff and consultant fees, travel/land | Annually |

| | |
|---|---|
| use model development (including data collection efforts intended to support model development), and travel/land use model application (including hardware and software costs)<br><br>If AGENCY does not engage in land use and travel forecasting/modeling, an agreed upon appropriate process for evaluating plans and projects | 2 months prior to due date for draft CMP |
| Program of Lifeline Transportation Program projects<br>Monitoring reports for Lifeline Transportation Program projects | As needed<br><br>Ongoing |
| A complete set of CBTPs for each COC identified in 2008 in the county. Updated CBTPs for plans that are no longer current | Ongoing, As needed |
| Oversight/assistance for program/project delivery | Ongoing |
| Detailed information about projects and programs as specified by MTC for the regional planning process | As specified by MTC |
| Support for regional programs and customer service projects | Ongoing |
| Develop countywide transportation priorities consistent with regional long range vision and requirements | As needed |
| Additional support for planning and programming activities | Ongoing as needed |

# APPENDIX C

*FY 2014-15*
*Partnership Planning Grants*

**FY 2014/15**

- **I-680 South Corridor Study**

(Santa Clara Valley Transportation Authority)

The I-680 South Corridor Study will provide to local, state and regional stakeholders with a strategic plan of near term and long term list of projects for programming and implementation into the next cycle of Santa Clara County's long range transportation plan (VTP), regional transportation plan and other funding programs.

Through a collaborative effort, the study will identify improvement projects that promote mobility and connectivity, enhance safety and security, support economic vitality and sustainability, and is sensitive to the environment and community values for programming and implementation.

| Grant Name | Total | | | **Balance as of Mar 1, 2014** | | |
|---|---|---|---|---|---|---|
| | Grant Allocated | In Kind Match | Cash | Grant Balance | In Kind Match | Cash |
| I-680 South Corridor Study | $ 250,000 | $0 | $250,000 | **$250,000** | **$0** | **$250,000** |

# Appendix A-2

## Cycle 2
## Planning & Outreach
## FY 2012-13 through FY 2015-16
## November 2013

### OBAG - County CMA Planning

| County | Agency | Cycle 2 OBAG County CMA Planning - Base 2012-13 | 2013-14 | 2014-15 | 2015-16 | SubTotal | CMA-OBAG Augmentation | Total |
|---|---|---|---|---|---|---|---|---|
| Alameda | ACTC | $916,000 | $944,000 | $973,000 | $1,003,000 | $3,836,000 | $3,270,000 | $7,106,000 |
| Contra Costa | CCTA | $725,000 | $747,000 | $770,000 | $794,000 | $3,036,000 | $1,214,000 | $4,250,000 |
| Marin | TAM | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $418,000 | $3,091,000 |
| Napa | NCTPA | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $0 | $2,673,000 |
| San Francisco | SFCTA | $667,000 | $688,000 | $709,000 | $731,000 | $2,795,000 | $773,000 | $3,568,000 |
| San Mateo | SMCCAG | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $752,000 | $3,425,000 |
| Santa Clara | VTA | $1,014,000 | $1,045,000 | $1,077,000 | $1,110,000 | $4,246,000 | $1,754,000 | $6,000,000 |
| Solano | STA | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $333,000 | $3,006,000 |
| Sonoma | SCTA | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $0 | $2,673,000 |
| **County CMAs Total:** | | **$6,512,000** | **$6,714,000** | **$6,919,000** | **$7,133,000** | **$27,278,000** | **$8,514,000** | **$35,792,000** |

J:\SECTION\ALLSTAFF\Resolution\TEMP-RES\MTC\tmp-4035_OBAG\[tmp-4035_Appendices to Att-A.xlsx]A-2 Cycle 2 Planning

### Regional Agency Planning

| Regional Agency | Cycle 2 Regional Agency Planning - Base 2012-13 | 2013-14 | 2014-15 | 2015-16 | SubTotal | Augmentation | Total |
|---|---|---|---|---|---|---|---|
| ABAG | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $0 | $2,673,000 |
| BCDC | $320,000 | $330,000 | $340,000 | $351,000 | $1,341,000 | $0 | $1,341,000 |
| MTC | $638,000 | $658,000 | $678,000 | $699,000 | $2,673,000 | $0 | $2,673,000 |
| **Regional Agencies Total:** | **$1,596,000** | **$1,646,000** | **$1,696,000** | **$1,749,000** | **$6,687,000** | **$0** | **$6,687,000** |

**$42,479,000**

# APPENDIX D

*FY 2014-15*

*Environmental Justice (EJ) Grants*

## 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.

The list below shows the active planning projects for FY 2014-15 funded by Caltrans Environmental Justice Planning Grants Program in the San Francisco Bay Area region. The awardees are in parenthesis along with the grant amount and study description.

**FY 2013/14**

- **Rumrill Boulevard/13th Street Corridor Mobility Plan** **$250,000**
  (City of San Pablo)

**Description:** The City of San Pablo with the City of Richmond, Local Government Commission, and Contra Costa Health Services intend to engage their community, specifically low income, minority residents, to help design conceptual drawings that will lead to increased pedestrian and bicycle mobility and safety along Rumrill Boulevard/13th Streeet, between, Contra Costa College and Richmond BART station.

**FY 2012/13**

- **Potrero Hill Neighborhood Transportation Plan** **$ 100,000**
  (San Francisco County Transportation Authority)

**Description:** The Potrero Hill Neighborhood Transportation Plan is an effort coordinated by the San Francisco County Transportation Authority in partnership with the San Francisco HOPE public housing revitalization effort to identify "community-owned" near-term transportation improvements for the Potrero Hill neighborhood. The Potrero Hill Neighborhood Transportation Plan will include a final report, a funding and implementation plan for the preferred package of transportation improvements, and a community involvement component that will identify strategies for the community to actively support implementation of the recommended improvements.

- **Mission Street Transit and Public Realm Improvement** **$ 250,000**
  (San Francisco Planning Department)

**Description:** The Mission Street Transit and Public Realm Improvements project will prepare an implementation Plan and a Community Action Plan. These plans are to enhance neighborhood identity and improve pedestrian access on Mission Street, one of the city's busiest transit corridors. The Implementation Plan will develop cost estimates for the preferred public
realm alternative, and strategies for capital and maintenance funding of improvements. The Community Action Plan will identify strategies for programming and activation of Mission Street for public life.

- **Iron Triangle Yellow Brick Road Walkable Neighborhoods Plan (City of Richmond)** **$ 243,355**

The Iron Triangle Yellow Brick Road Walkable Neighborhoods Plan will create a cohesive pedestrian network that provides safe and viable opportunities for walking to meet daily needs. An extensive community engagement process will build upon the "Yellow Brick Road" idea initially conceived by a neighborhood youth group to designate safe walking routes connecting community assets. The Plan will propose recommendations for infrastructure improvements to complete the pedestrian network and related facilities.

**GRAND TOTAL** **$ 843,355**

Appendix E

# APPENDIX E

*FY 2014-15*

*Community-Based Transportation Planning (CBTP) Grants*

**Community Based Transportation Planning Grants** **Completion Date**

**2012/2013 Transit Planning Studies** **February 28, 2015**

- City of San Mateo Sustainable Streets Plan
  Applicant: City of San Mateo
  Description: The City of San Mateo Sustainable Streets Plan is an effort to build upon the recently adopted 2011 Bicycle Master Plan and 2012 Pedestrian Master Plan. The City will conduct an extensive outreach and interactive community engagement process to take the next step in transportation and circulation planning. The Sustainable Streets Plan will comprehensively enhance the mobility of pedestrians, bicyclists, and transit passengers of all ages and abilities. ($300,000)
- Living Alley Pedestrian Network
  Applicant: San Francisco Planning Department
  Description: The Living Alley Pedestrian Network Project will take advantage of underutilized alleys to provide pedestrians with an alternative to taking streets with heavy urban and regional traffic in a transit-oriented neighborhood. Working closely with the community, the San Francisco Planning Department will develop alley design guidelines, conceptual designs for three-five alleys, an alley improvement toolkit, and implementation plans that leverage impact fees and public-private partnerships. ($250,000)
- South Richmond Transportation Connectivity Plan
  Applicant: City of Richmond; Sub Recipient: UCB Center for Cities and Schools,
  Description: The South Richmond Transportation Connectivity Plan will address key deficiencies in the local and regional transportation network by working with the community and other stakeholders to develop specific recommendations and improvements to enhance multimodal connections. The Plan will focus on the anticipated demand on the current road network, transit service, and alternative modes, such as shuttles and car-sharing. ($300,000)

**2013/2014 Transit Planning Studies** **February 28, 2016**

- Sonoma Valley Trail Feasibility Study
  Applicant: Sonoma County Regional Parks
  Description: Responding to community interest and safety concerns, Sonoma County Regional Parks (SCRP) will engage the broader community to create a Feasibility Study for a bicycle and pedestrian trail connecting Sonoma Valley with Santa Rosa, parallel to the Highway 12 corridor. The completed project will guide the next steps of trail design, acquisition, planning, and environmental review and securing grant funding for future development. ($190,000)
- Alameda - Central Ave Complete Streets Plan
  Applicant: City of AlamedaA
  Descripton: This Complete Streets Plan will conduct an outreach process and options analysis for Central Avenue between Pacific Avenue and Grand Street and the proposed adjacent San Francisco Bay Trail. The plan will focus on school, transit, truck and jobs access, two five-legged intersections, bikeway treatments, a potential narrowing of the travel lanes and paths along the bay waterfront. The plan goal is to create a more multi-modal, sustainable community that addresses sea level rise and global warming. ($232,000)

Appendix F

# APPENDIX F

## FY 2014-15

## FTA ALTERNATIVES ANALYSIS PROGRAM

## INTRODUCTION

Before it was repealed by MAP-21, the Federal Transit Administration's Alternatives Analysis Program (49 U.S.C. 5339) provided 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) | $1,240,000 |
| | **TOTAL** | **$1,240,000** |

### 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 |
| | **TOTAL** | **$665,000** |

| | | |
|---|---|---|
| GRAND TOTAL | | **$1,740,000** |

Appendix G

# APPENDIX G

## FY 2014-15

## FTA ALTERNATIVES ANALYSIS PROGRAM

## INTRODUCTION

Before it was repealed by MAP-21, the Federal Transit Administration's Alternatives Analysis Program (49 U.S.C. 5339) provided 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) | $1,240,000 |
| | **TOTAL** | **$1,240,000** |

### 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 |
| | **TOTAL** | **$665,000** |

| | | |
|---|---|---|
| GRAND TOTAL | | **$1,740,000** |