



**INTERCITY TRANSIT CONSORTIUM
AGENDA**

10:00 a.m., Wednesday, November 30, 2011

Solano Transportation Authority

One Harbor Center, Suite 130

Suisun City, CA 94585

<u>ITEM</u>	<u>STAFF PERSON</u>
I. CALL TO ORDER	Jeanine Wooley, Vallejo Transit
II. APPROVAL OF AGENDA (10:05 – 10:10 a.m.)	
III. OPPORTUNITY FOR PUBLIC COMMENT (10:10 – 10:15 a.m.)	
IV. REPORTS FROM STA STAFF AND OTHER AGENCIES (10:15 – 10:25 a.m.)	
V. CONSENT CALENDAR <i>Recommendation: Approve the following consent items in one motion.</i> (10:25 – 10:30 a.m.)	
A. Minutes of the Consortium Meeting of September 28, 2011 <i>Recommendation:</i> <i>Approve the Minutes of the Consortium Meeting of September 28, 2011.</i> Pg. 1	Liz Niedziela

CONSORTIUM MEMBERS

Janet Koster	Mona Babauta	John Andoh	Jim McElroy	Brian McLean	Matt Tuggle
Dixon Readi-Ride	Fairfield and Suisun Transit (FAST)	Rio Vista Delta Breeze	South County Transit SolTrans	Vacaville City Coach	County of Solano

VI. ACTION – FINANCIAL ITEMS

- A. None.

VII. ACTION – NON-FINANCIAL ITEMS

- A. **STA’s 2012 Legislative Priorities and Platform** Jayne Bauer
Recommendation:
Forward a recommendation to the STA Board to approve the STA’s 2012 Legislative Priorities and Platform.
(10:30 – 10:35 a.m.)
Pg. 7
- B. **Safe Routes to Transit (SR2T) Plan** Robert Guerrero
Recommendation:
Forward a recommendation to the STA Board to approve the Solano Safe Routes to Transit Plan.
(10:35 – 10:40 a.m.)
Pg. 19
- C. **Submittal of Regional Transportation Plan (RTP) Constrained Projects List** Robert Macaulay
Recommendation:
Forward a recommendation to the STA Board to:
1. Approve the fiscally constrained Solano RTP Project List as shown in Attachment A; and
2. Authorize the Executive Director to submit it to MTC for inclusion in the Regional Transportation Plan.
(10:40 – 10:45 a.m.)
Pg. 23

VIII. INFORMATIONAL ITEMS

- A. **Short Term Strategies Prioritized by Solano Seniors and People with Disabilities Transportation Advisory Committee** Liz Niedziela
Informational
(10:45 – 10:50 a.m.)
Pg. 29
- B. **Mobility Management Plan and Program Scope of Work** Liz Niedziela
Informational
(10:50 – 10:55 a.m.)
Pg. 33
- C. **Coordinated Short Range Transit Plan (SRTP) and Mobility Needs for People with Disabilities Plan** Liz Niedziela
Informational
(10:55 – 11:00 a.m.)
Pg. 37

- D. Federal Transit Administration (FTA) Non-Urbanized Area Program** Liz Niedziela
Informational
 (11:00 – 11:05 a.m.)
Pg. 63
- E. Lifeline Call for Projects Update** Liz Niedziela
Informational
 (11:05 – 11:10 a.m.)
Pg. 81
- F. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12 Update** Liz Niedziela
Informational
 (11:10 – 11:15 a.m.)
Pg. 85
- G. Bay Area Emergency Plan Exercise Follow-up** Robert Macaulay
Informational
 (11:15 – 11:20 a.m.)
Pg. 93
- H. Solano Employer Commute Challenge 2011 Results** Judy Leaks
Informational
 (11:20 – 11:25 a.m.)
Pg. 95
- I. SNCI Monthly Issues** Judy Leaks
Informational
 (11:25 – 11:30 a.m.)
Pg. 99

NO DISCUSSION

- J. Funding Opportunities Summary** Sara Woo
Informational
Pg. 101
- K. STA Board Meeting Highlights of October 12, 2011** Johanna Masielat
Informational
Pg. 105
- L. STA Board and Advisory Committee Meeting Schedule for 2011** Johanna Masielat
Informational
Pg. 111

IX. TRANSIT OPERATOR ISSUES Group

X. ADJOURNMENT

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, December 28, 2011.**

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**INTERCITY TRANSIT CONSORTIUM
Minutes of the Meeting of
September 28, 2011**

I. CALL TO ORDER

Jim McElroy called the regular meeting of the SolanoExpress Intercity Transit Consortium to order at approximately 10:10 a.m. in the Solano Transportation Authority Conference Room.

Consortium Present:	John Andoh (By phone)	Delta Breeze
	Janet Koster	Dixon Read-Ride
	Philip Kamhi	Fairfield and Suisun Transit, Vice Chair
	Jim McElroy	SolTrans
	Brian McLean	Vacaville City Coach
	Matt Tuggle	County of Solano

Also Present:	Daryl Halls	STA
	Liz Niedziela	STA
	Judy Leaks	STA
	Robert Guerrero	STA
	Johanna Masiclat	STA

Others Present:	<i>(In Alphabetical Order by Last Name)</i>	
	William Lieberman	Jacobs Consultant

II. APPROVAL OF AGENDA

On a motion by Brian McLean, and a second by Philip Kamhi, the Solano Express Intercity Transit Consortium approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Caltrans: None presented.

MTC: None presented.

STA: Robert Guerrero announced the upcoming Alternative Modes Committee Meeting and PDA Tour scheduled on November 3, 2011.

Jim McElroy announced that the grantee status was awarded by the Federal Transit Administration in September 2011. He cited that SolTrans now has roles and responsibilities in programming, applying for, administering, and closing grants awarded through the federal grant process.

V. CONSENT CALENDAR

On a motion by Brian McLean, and a second by Matt Tuggle, the Solano Express Intercity Transit Consortium unanimously approved consent calendar item A.

A. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – October 2011 – Cities of Fairfield and Rio Vista

Recommendation:

Forward a recommendation to STA Board to approve the FY 2011-12 Solano TDA Matrix – October 2011 - Cities of Fairfield and Rio Vista as shown in Attachment A.

Pg.

VI. ACTION – FINANCIAL ITEMS

A. Solano County Transit (SolTrans) Funding Request to Cover Transitional Costs

Jim McElroy provided an overview and identified transition costs of \$395,800 for the remainder of FY 2011-12. He listed the activities that STA has funded to date and SolTrans' proposal for additional funding. He added that a separate request to MTC for other one-time costs is under development by SolTrans and STA staff.

Recommendation:

Forward a recommendation to the STA Board to approve allocation of SolTrans funding request in the amount of \$395,800 of STAF to cover transitional costs.

On a motion by Matt Tuggle, and a second by Philip Kamhi, the Solano Express Intercity Transit Consortium approved the agenda.

B. State Transit Assistance Funds (STAF) Regional Paratransit Funding Request for the Intercity Taxi Scrip Program

Liz Niedziela reported that transit partners are proposing to continue the Intercity Taxi Scrip Program through FY 2011-12. She noted that the transit partners of Solano County, consisting of the transit agencies of each jurisdiction and Solano County, is requesting \$25,000 in Regional Paratransit operating funds for the continued operation of the Intercity Taxi Scrip program for FY 2011-12.

Recommendation:

Forward a recommendation to the STA Board to allocate \$25,000 of STAF Regional Paratransit funds for the Intercity Taxi Scrip Program.

On a motion by Philip Kamhi, and a second by Matt Tuggle, the Solano Express Intercity Transit Consortium approved the agenda.

Matt Tuggle left the meeting at this time.

VII. ACTION – NON-FINANCIAL ITEMS

A. Solano Transportation Study for Seniors and People with Disabilities

Liz Niedziela provided an update to the development of the Solano Seniors and People with Disabilities Transportation Study. She requested to forward a recommendation to the STA Board to approve the Study.

Recommendation:

Forward a recommendation to the STA Board to approve the Solano Transportation Study for Seniors and People with Disabilities.

On a motion by Brian McLean, and a second by Philip Kamhi, the Solano Express Intercity Transit Consortium approved the agenda.

B. Proposed SolanoExpress Route 30 Service Changes

Philip Kamhi reviewed the proposed service changes to Route 30. He cited that the change is being proposed to better serve Dixon and Vacaville westbound commuters. He noted that finalizing the new schedule is ongoing and staff is soliciting passenger feedback and will consider public comments before making any final changes.

Recommendation:

Forward a recommendation to the STA Board to approve service changes to Route 30 in order to improve time efficiency and cost effectiveness.

On a motion by Janet Koster, and a second by Brian McLean, the Solano Express Intercity Transit Consortium approved the agenda.

C. Solano County Transit Operators’ Coordinated Short Range Transit Plan

Liz Niedziela reviewed the application process for SRTP funding. She noted that eligible small- and medium-sized operators not part of the Transit Sustainability Project, the Sonoma County and Solano Transportation Authorities have been invited to submit a one-page letter of intent listing the amount of fund request.

Based on input, the Consortium recommended setting the funding request to \$250,000.

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. Authorize the Executive Director to submit a County Level Coordination funding request to MTC for individual analysis and a coordinated SRTP of Solano County transit operators; and
2. A coordinated analysis in cost effectively addressing Mobility Needs of People with Disabilities in Solano County.

On a motion by Brian McLean, and a second by Philip Kamhi, the Solano Express Intercity Transit Consortium approved the agenda to include staff's recommendation to set the funding request to \$250,000.

D. STA's Draft 2012 Legislative Priorities and Platform

Jayne Bauer requested to forward a recommendation to the STA Board distribution of the draft 2012 Legislative Platform and Priorities for a 30-day review and comment period. She reviewed the 2012 appropriations bill that would end federal subsidies for Amtrak operations that receive state operating assistance, the House Transportation Housing and Urban Development (THUD).

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. Distribute the Draft 2012 Legislative Priorities Platform for a 30-day review and comment period.
2. Oppose funding cuts to California Amtrak operations as proposed in the Transportation Housing and Urban Development (THUD) Subcommittee 2012 appropriations bill.

On a motion by Brian McLean, and a second by Philip Kamhi, the Solano Express Intercity Transit Consortium approved the agenda.

VII. INFORMATIONAL ITEMS

A. Safe Routes to Transit Plan (SR2T) Update

Robert Guerrero provided an update to the plan's development. He listed the five Solano Transit Facilities of Regional Significance for conducting the walking audit surveys; Vacaville Transportation Center, Fairfield Transportation Center, Suisun City Capitol Corridor Train Station, Vallejo Transit Center, and Vallejo Transportation Center. He also noted that staff is currently working with the SR2T Task Force to complete the walking audits.

B. Benicia Climate Action Plan (CAP) Implementation

Robert Macaulay reviewed the process in assisting Benicia in the implementation of its CAP as part of the Countywide Sustainable Communities Strategy.

C. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2010-11 Year-End Report Fiscal Year (FY) 2010-11 Year-End Report

Judy Leaks highlighted the ten major elements of the SNCI Program Annual Report. The ten elements identified were Customer Service, Employer Program, Vanpool Program, Incentives, Emergency Ride Home, SNCI Awareness Campaign, Bike to Work Campaign, Solano Commute Challenge, General Marketing, and Partnerships.

D. Proposition 1B - Transit Security Funding

Liz Niedziela reviewed the transit security funds that may be expiring. She noted that the Cities of Benicia, Dixon, and Fairfield have not submitted for applications from the Prop 1B Transit Security funding and may be at risk of losing this funding. She also cited that MTC suggested that if the cities were not planning to submit for this funding that they may be able to transfer the funding to another agency that has a project to submit by establishing a simple agreement between cities.

E. Clipper Expansion to Phase III Operators

Liz Niedziela opened discussion regarding any needed assistance in the Clipper implementation process.

F. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12 Update

Liz Niedziela reviewed the streets and roads element of the TDA Claim from the County of Solano.

G. SNCI Monthly Issues

Judy Leaks provided an update on transit schedule status, marketing, promotions, and events.

NO DISCUSSION

H. STA Funding Opportunities Report

I. STA Board Meeting Highlights of September 14, 2011

J. STA Board and Advisory Committee Meeting Schedule for 2011

VIII. TRANSIT OPERATOR ISSUES

IX. ADJOURNMENT

The meeting adjourned at 11:30 a.m. The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, November 30, 2011.**

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DATE: November 16, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: STA's 2012 Legislative Priorities and Platform

Background:

Each year, STA staff monitors state and federal legislation that pertains directly to transportation and related issues. On December 8, 2010, the STA Board adopted its 2011 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2011.

Discussion:

To help ensure the STA's transportation policies and priorities are consensus-based, the STA's Legislative Platform and Priorities is first developed in draft form by staff with input from the STA's state (Shaw/Yoder/Antwih, Inc.) and federal legislative consultants (Akin Gump). The Draft 2012 Legislative Platform and Priorities (Attachment D) is reviewed by the STA Technical Advisory Committee (TAC) and Transit Consortium for comment. The draft is distributed to STA member agencies and members of our federal and state legislative delegations for review and comment prior to adoption by the STA Board.

The TAC and Consortium reviewed the Draft 2012 Legislative Platform and Priorities at their meetings on September 28th, and approved forwarding the document to the Board, with a recommendation to distribute the draft document for a 30-day review and comment period. The deadline for comments is November 28th, but to date staff has received no comments. No changes were made to the document that was reviewed by the TAC and Consortium on September 28th.

In addition to some minor language cleanup, the primary proposed changes in this year's priorities are as follows:

Priority 1: Restructured the priority projects and programs list for which the STA will seek federal funding instead of listing specific authorization and appropriations funding requests.

Priority 4: Added public private partnerships as legislation the STA specifically supports.

Priority 5: Added sponsorship of legislation to make technical corrections to STA's 2009 sponsored bill to directly claim Transportation Development Act funds, and to claim State Transit Assistance funds.

Priority 13: Added opposition to elimination of federal Transportation Enhancement funding.

Platform IX. Rail #7: Added opposition to Amtrak funding cuts to state-supported Intercity Passenger Rail services.

The 2012 Legislative Platform and Priorities is submitted for approval by the TAC and Consortium, and will be placed on the December 14th STA Board agenda for consideration of adoption.

Fiscal Impact:

None.

Recommendation:

Forward a recommendation to the STA Board to approve the STA's 2012 Legislative Priorities and Platform.

Attachment:

- A. STA's 2012 Legislative Priorities and Platform

Updated 11/16/2011 8:16 AM



Solano Transportation Authority DRAFT 2012 Legislative Priorities and Platform

(For Consideration by STA TAC/Consortium 11/30/11)

LEGISLATIVE PRIORITIES

1. Pursue federal funding for the following priority projects and programs:
 - Roadway/Highway:
 - Tier 1:
 - I-80/I-680/SR 12 Interchange
 - Jepson Parkway
 - Tier 2:
 - I-80 Westbound Truck Scales
 - I-80 Express Lanes
 - Transit Centers:
 - Tier 1:
 - Fairfield Transportation Center Expansion
 - Vallejo Transit Center at Curtola and Lemon, Phase 1
 - Vacaville Transit Center, Phase 2
 - Tier 2:
 - Fairfield/Vacaville Multimodal Train Station, Phase 2
 - Vallejo Transit Center (Downtown) Parking Structure
 - Dixon Intermodal Station
 - Climate Change/Alternative Fuels
 - Safe Routes to School
 - Mobility Management
2. Monitor and support, as appropriate, legislative proposals to increase funding for transportation infrastructure, operations and maintenance in Solano County.
3. Seek/sponsor legislation in support of initiatives that increase the overall funding levels for transportation priorities in Solano County.
4. Support legislation that encourages public private partnerships and provides low cost financing for transportation projects.
5. Sponsor legislation that makes needed technical corrections to the statute enacted pursuant to the Solano Transportation Authority's (STA) 2009 sponsored bill providing eligibility for the STA to directly claim the share of Transportation Development Act (TDA) funds available to cities in the county and the county, and authorizing the STA to claim State Transit Assistance program funds directly from MTC.
6. Oppose efforts to reduce or divert funding from transportation projects.
7. Support initiatives to pursue the 55% voter threshold for county transportation infrastructure measures.

8. Support establishment of regional Express Lanes network with assurance that revenues collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate.
9. Monitor and participate in the implementation of state climate change legislation, including the California Global Warming Solutions Act and SB 375. Participate in the development of the Bay Area Sustainable Communities Strategy (SCS), and ensure that locally-beneficial projects and programs are contained in the SCS. Support the funding and development of a program to support transportation needs for agricultural and open space lands as part of the SCS.
10. Monitor proposals and, where appropriate, support efforts to exempt projects funded by local voter-approved funding mechanisms from the provisions of SB 375 (Steinberg).
11. Support efforts to protect and preserve funding in the Public Transportation Account (PTA).
12. Support federal and state legislation framed by California Consensus Principles (Item XIII, Attachment A), and that provides funding for movement of goods along corridors (i.e. I-80, SR 12, Capitol Corridor) and facilities (i.e., Cordelia Truck Scales).
13. Oppose efforts to eliminate the federal Transportation Enhancement (TE) Funding program and support maintaining current levels of TE funding for transportation projects in Solano County.

LEGISLATIVE PLATFORM

I. Alternative Modes (Bicycles, HOV, Livable Communities, Ridesharing)

1. Support legislation promoting bicycling and bicycle facilities as a commuter option.
2. Support legislation providing land use incentives in connection with rail and multimodal transit stations – Transit Oriented Development.
3. Support legislation and regional policy that provide qualified Commuter Carpools and Vanpools with reduced tolls on toll facilities as an incentive to encourage and promote ridesharing.
4. Support legislation that increases employers' opportunities to offer commuter incentives.
5. Support legislative and regulatory efforts to ensure that projects from Solano County cities are eligible for federal, state and regional funding of Transportation Oriented Development (Transit Oriented Development) projects. Ensure that development and transit standards for TOD projects can be reasonably met by developing suburban communities.
6. Support establishment of regional Express Lanes network with assurance that revenues collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate. (*Priority #8*)

II. Climate Change/Air Quality

1. Monitor implementation of federal attainment plans for pollutants in the Bay Area and Sacramento air basins, including ozone and particulate matter attainment plans. Work with MTC and SACOG to ensure consistent review of projects in the two air basins.
2. Monitor and participate in the implementation of state climate change legislation, including the California Global Warming Solutions Act and SB 375. Participate in the development of the Bay Area Sustainable Communities Strategy (SCS), and ensure that locally-beneficial projects and programs are contained in the SCS. Support the funding and development of a program to support transportation needs for agricultural and open space lands as part of the SCS. (*Priority #9*)
3. Monitor proposals and, where appropriate, support efforts to exempt projects funded by local voter-approved funding mechanisms from the provisions of SB 375 (Steinberg). (*Priority #10*)
4. Support legislation, which ensures that any fees imposed to reduce vehicle miles traveled, or to control mobile source emissions, are used to support transportation programs that provide congestion relief or benefit air quality.
5. Support legislation providing infrastructure for low, ultra-low and zero emission vehicles.
6. Support policies that improve and streamline the environmental review process.
7. Support legislation that allows for air emission standards appropriate for infill development linked to transit centers and/or in designated Priority Development Areas. Allow standards that tolerate higher levels of particulates and other air pollutants in exchange for allowing development supported by transit that reduces greenhouse gas emissions.
8. Monitor energy policies and alternative fuel legislation or regulation that may affect fleet vehicle requirements for mandated use of alternative fuels.
9. Support legislation to provide funding for innovative, intelligent/advanced transportation and air quality programs, which relieve congestion, improve air quality and enhance economic development.
10. Support legislation to finance cost effective conversion of public transit fleets to alternative fuels and/or to retrofit existing fleets with latest emission technologies.
11. Support income tax benefits or incentives that encourage use of alternative fuel vehicles, vanpools and public transit without reducing existing transportation or air quality funding levels.
12. Support federal climate change legislation that provides funding from, and any revenue generated by, emission dis-incentives or fuel tax increases (e.g. cap and trade programs) to local transportation agencies for transportation purposes.

IV. Employee Relations

1. Monitor legislation and regulations affecting labor relations, employee rights, benefits, and working conditions. Preserve a balance between the needs of the employees and the resources of public employers that have a legal fiduciary responsibility to taxpayers.
2. Monitor any legislation affecting workers compensation that impacts employee benefits, control of costs, and, in particular, changes that affect self-insured employers.
3. Monitor legislation affecting the liability of public entities, particularly in personal injury or other civil wrong legal actions.

V. Environmental

1. Monitor legislation and regulatory proposals related to management of the Sacramento-San Joaquin River Delta, including those that would impact existing and proposed transportation facilities such as State Route 12 and State Route 113.
2. Monitor sea-level rise and climate change in relation to existing and proposed transportation facilities in Solano County.
3. Monitor proposals to designate new species as threatened or endangered under either the federal or state Endangered Species Acts. Monitor proposals to designate new "critical habitat" in areas that will impact existing and proposed transportation facilities.
4. Monitor the establishment of environmental impact mitigation banks to ensure that they do not restrict reasonably-foreseeable transportation improvements.
5. Monitor legislation and regulations that would impose requirements on highway construction to contain stormwater runoff.

VI. Ferry

1. Protect the existing source of operating and capital support for Vallejo Baylink ferry service, most specifically the Bridge Tolls-Northern Bridge Group "1st and 2nd dollar" revenues which do not jeopardize transit operating funds for Vallejo Transit bus operations.
2. Support efforts to ensure appropriate levels of service directly between Vallejo and San Francisco.
3. Monitor surface transportation authorization legislation to ensure adequate funding for ferry capital projects.

VII. Funding

1. Protect Solano County's statutory portions of the state highway and transit funding programs.
2. Seek a fair share for Solano County of any federal and state discretionary funding made available for transportation grants, programs and projects.
3. Sponsor legislation that makes needed technical corrections to the statute enacted pursuant to the Solano Transportation Authority's (STA) 2009 sponsored bill providing eligibility for the STA to directly claim the share of Transportation Development Act (TDA) funds available to cities in the county and the county, and authorizing the STA to claim State Transit Assistance program funds directly from MTC. *(Priority #5)*
4. Protect State Transportation Improvement Program (STIP) funds from use for purposes other than those covered in SB 45 of 1997 (Chapter 622) reforming transportation planning and programming, and support timely allocation of new STIP funds.
5. Support state budget and California Transportation Commission allocation to fully fund projects for Solano County included in the State Transportation Improvement Program and the Comprehensive Transportation Plans of the county.
6. Support efforts to protect and preserve funding in the Public Transportation Account (PTA). *(Priority #11)*
7. Seek/sponsor legislation in support of initiatives that increase the overall funding levels for transportation priorities in Solano County. *(Priority #3)*
8. Support legislation that encourages public private partnerships and provides low cost financing for transportation projects in Solano County. *(Priority #4)*
9. Support measures to restore local government's property tax revenues used for general fund purposes, including road rehabilitation and maintenance.
10. Support legislation to secure adequate budget appropriations for highway, bus, rail, air quality and mobility programs in Solano County.
11. Support initiatives to pursue the 55% or lower voter threshold for county transportation infrastructure measures. *(Priority #7)*
12. Ensure that fees collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate. *(Priority #8)*
13. Support federal and state legislation framed by California Consensus Principles (Item #XIII, Attachment A) that provides funding for movement of goods along corridors (i.e. I-80, SR 12, Capitol Corridor) and facilities (i.e., Cordelia Truck Scales). *(Priority #12)*

14. Support efforts to quickly enact legislation that reauthorizes the Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU), and provides a fair share return of funding to California.
15. Support efforts to reauthorize federal transportation policy and funding as framed by California Consensus Principles (Item XIII, Attachment A), focusing efforts on securing funding for high priority regional transportation projects.
16. Oppose efforts to eliminate the federal Transportation Enhancement (TE) Funding program and support maintaining current levels of TE funding for transportation projects in Solano County. (*Priority # 13*)
17. Support legislation or the development of administrative policies to allow a program credit for local funds spent on accelerating STIP projects through right-of-way purchases, or environmental and engineering consultant efforts.
18. Support or seek legislation to assure a dedicated source of funding, other than the State Highway Account for local streets and roads maintenance and repairs, and for transit operations.
19. Monitor the distribution of State and regional transportation demand management funding.
20. Monitor any new bridge toll proposals, support the implementation of projects funded by bridge tolls in and/or benefitting Solano County.
21. Oppose any proposal that could reduce Solano County's opportunity to receive transportation funds, including diversion of state transportation revenues for other purposes. Fund sources include, but are not limited to, State Highway Account (SHA), Public Transportation Account (PTA), and Transportation Development Act (TDA) and any local ballot initiative raising transportation revenues. (*Priority #6*)
22. Support legislation that encourages multiple stakeholders from multiple disciplines to collaborate with regard to the application for and the awarding of Safe Routes to School grants.

VIII. Project Delivery

1. Monitor legislation to encourage the Federal Highway Administration, Federal Transit Administration, and the Environmental Protection Agency to reform administrative procedures to expedite federal review and reduce delays in payments to local agencies and their contractors for transportation project development, right-of-way and construction activities.
2. Support legislation and/or administrative reforms to enhance Caltrans project delivery, such as simultaneous Environmental Impact Report (EIR) and engineering studies, design-build authority, and a reasonable level of contracting out of appropriate activities to the private sector.
3. Support legislation and/or administrative reforms that result in cost and/or time savings to environmental clearance processes for transportation projects.

4. Continue to streamline federal application/reporting/monitoring requirements to ensure efficiency and usefulness of data collected and eliminate unnecessary and/or duplicative requirements.
5. Support legislation that encourages public private partnerships and provides streamlined and economical delivery of transportation projects in Solano County. *(Priority #4)*

IX. Rail

1. In partnership with other counties located along Capitol Corridor, seek expanded state commitment for funding passenger rail service, whether state or locally administered.
2. Support legislation and/or budgetary actions to assure a fair share of State revenues of intercity rail (provided by Capitol Corridor) funding for Northern California and Solano County.
3. Seek legislation to assure that dedicated state intercity rail funding is allocated to the regions administering each portion of the system and assure that funding is distributed on an equitable basis.
4. Seek funds for the expansion of intercity, and development of regional and commuter rail service connecting Solano County to the Bay Area and Sacramento regions.
5. Monitor the implementation of the High Speed Rail project.
6. Support efforts to fully connect Capitol Corridor trains to the California High Speed Rail system, and ensure access to state and federal high speed rail funds for the Capitol Corridor.
7. Oppose legislation that would prohibit Amtrak from providing federal funds for any state-supported Intercity Passenger Rail corridor services.

X. Safety

1. Monitor legislation or administrative procedures to streamline the process for local agencies to receive funds for road and levee repair and other flood protection.
2. Monitor implementation of the Safety Enhancement-Double Fine Zone designation on SR 12 from I-80 in Solano County to I-5 in San Joaquin County, as authorized by AB 112 (Wolk).
3. Support legislation to adequately fund replacement of at-grade railroad crossings with grade-separated crossings.
4. Support legislation to further fund Safe Routes to School and Safe Routes to Transit programs in Solano County.

XI. Transit

1. Protect funding levels for transit by opposing state funding source reduction without substitution of comparable revenue.
2. Support income tax credit to employers for subsidizing employee transit passes.
3. Support tax benefits and/or incentives for programs to promote the use of public transit.
4. In partnership with other transit agencies, seek strategies to assure public transit receives a fair share of funding for welfare-to-work social services care, and other community-based programs.
5. Monitor efforts to change Federal requirements and regulations regarding the use of federal transit funds for transit operations for rural, small and large Urbanized Areas (UZAs).
6. Support efforts that would minimize the impact of any consolidations of UZAs on Solano County transit agencies.
7. In addition to new bridge tolls, work with MTC to generate new regional transit revenues to support the ongoing operating and capital needs of transit services, including bus, ferry and rail.
8. In partnership with other affected agencies and local governments seek additional funding for paratransit operations, including service for persons with disabilities and senior citizens.

XII. Movement of Goods

1. Monitor and support initiatives that augment planning and funding for movement of goods via maritime-related transportation, including the dredging of channels, port locations and freight shipment.
2. Support efforts to mitigate the impacts of additional maritime goods movement on surface transportation facilities.
3. Monitor and support initiatives that augment planning and funding for movement of goods via rail involvement.
4. Monitor and support initiatives that augment planning and funding for movement of goods via aviation.
5. Monitor proposals to co-locate freight and/or passenger air facilities at Travis Air Force Base (TAFB), and to ensure that adequate highway and surface street access is provided if such facilities are located at TAFB.
6. Monitor legislation to establish a national freight policy and fund freight-related projects.

XIII. Federal New Authorization Policy

The National Surface Transportation Policy and Revenue Study Commission presented a report outlining a new long-term strategic transportation vision to guide transportation policymaking at the national level. The Solano Transportation Authority supports the principles contained in the Commission's "Transportation for Tomorrow," released in January 2008, specifically as summarized below:

Recommended Objectives for Reform:

- Increased Public and Private Investment
- Federal Government a Full Partner
- A New Beginning

Major Changes Necessary to Accomplish Objectives:

1. The federal program should be performance-driven, outcome-based, generally mode-neutral, and refocused to pursue objective of genuine national interest. The 108 existing surface transportation programs in SAFETEA-LU and related laws should be replaced with the following 10 new federal programs:
 - Rebuilding America – state of good repair
 - Global Competitiveness – gateways and goods movement
 - Metropolitan Mobility – regions greater than 1 million population
 - Connecting America – connections to smaller cities and towns
 - Intercity Passenger Rail and Water Transit – new regional networks in high-growth corridors
 - Highway Safety – incentives to save lives
 - Environmental Stewardship – both human and natural environments
 - Energy Security – development of alternative transportation fuels
 - Federal Lands – providing public access on federal property
 - Research and Development – a coherent national research program

National, state and regional officials and other stakeholders would establish performance standards, develop detailed plans for achievement, and develop detailed cost estimates to create a national surface transportation strategic plan. Only projects called for in the plan would be eligible for federal funding.

2. Congress should establish an independent National Surface Transportation Commission (NASTRAC), modeled after aspects of the Postal Regulatory Commission, the Base Closure and Realignment Commission, and state public utility commissions to perform two principal planning and financial functions:
 - a. Oversee various aspects of the development of the outcome-based performance standards.
 - b. Establish a federal share to finance the plan and recommend an increase in the federal fuel tax to fund that share.
3. Project delivery must be reformed by retaining all current environmental safeguards, but significantly shortening the time it takes to complete reviews and obtain permits.

4. Major revenue reform is necessary:
 - a. All levels of government and the private sector must contribute their appropriate shares.
 - b. User financing must be implemented.
 - c. Budgetary protections for the Highway Trust Fund must be put in place.
 - d. Legislation must be passed to keep the Highway Account of the Highway Trust Fund solvent and prevent highway investment from falling below the levels guaranteed in SAFETEA-LU.

Between 2010 and 2025:

- a. Federal fuel tax should be raised and indexed to the construction cost index.
- b. Federal user-based fees (such as freight fees for goods movement, dedication of a portion of existing customs duties, ticket taxes for passenger rail improvements) should be implemented to help address the funding shortfall.
- c. Congress needs to remove certain barriers to tolling and congestion pricing by modifying the current federal prohibition against tolling on the Interstate System to allow:
 - i. Tolling to fund new capacity, with pricing flexibility to manage its performance.
 - ii. Congestion pricing in metropolitan areas with populations greater than 1 million.
- d. Congress should encourage the use of public-private partnerships to attract additional private investment to the surface transportation system.
- e. State and local governments need to raise motor fuel, motor vehicle, and other related user fees.

Post-2025:

- a. A vehicle miles traveled (VMT) fee should be implemented.



DATE: November 14, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner
RE: Safe Routes to Transit (SR2T) Plan

Background:

The Solano Transportation Authority (STA) began the development of a SR2T Plan to identify existing barriers and solutions for safe access to transit centers. In addition, the Plan would include walking audit surveys to describe overall pedestrian and bicycle user experience. The walking audits and general process for developing the SR2T Plan is modeled after the development of the Solano Safe Routes to School (SR2S) Plan completed in 2008. The Safe Routes to Transit (SR2T) Plan will be included as a component of the Transit Element of the STA's Comprehensive Transportation Plan (CTP).

Staff kicked off the SR2T Plan's development in May 2011 by creating a SR2T Steering Committee to assist in developing the Plan. The SR2T Steering Committee is responsible for providing STA staff with guidance regarding the Plan's development. The SR2T Steering Committee includes participants from the STA Bicycle Advisory Committee, Pedestrian Advisory Committee, Paratransit Coordinating Council, as well as staff from the STA's Technical Advisory Committee and SolanoLinks Transit Consortium. In addition, five separate SR2T Task Force groups were created with a similar representation of participants. Their responsibility was to conduct walking audit surveys at the following five selected Transit Facilities of Regional Significance (TFORS) locations:

1. Fairfield Transportation Center
2. Suisun City Capitol Corridor Train Station
3. Vacaville Transportation Center
4. Vallejo Transit Center/Downtown Parking Structure
5. Vallejo Transportation Center at Curtola and Lemon Street

Discussion:

As result of the participation and input from the Steering Committee and the Task Forces, STA staff and the consultant completed a draft SR2T Plan (Attachment A). The draft SR2T Plan provides maps and detailed description of each of the 5 selected TFORS related to transit service, Priority Development Area (PDA) status, data related to safety and traffic information and improvement recommendations. The SR2T Plan also prioritizes improvement recommendations for each location based on criteria described in detail in Chapter 5. The top priority projects recommended at each location are:

- Fairfield Transportation Center (FTC)- Sidewalk and bicycle connection improvements to the FTC on the south side of W. Texas between Oliver Road and Beck Ave.

- Suisun City Capitol Corridor Train Station- Sidewalk and bicycle connection improvements to the train station on Lotz Ave from Marina Blvd to Main St.
- Vacaville Transportation Center- Crossing improvement at Allison Dr between Ulatis Dr and Elmira Dr connecting Class 1 paths at Ulatis creek.
- Vallejo Transit Center/Downtown Parking Structure- Signalized crossing improvement between Santa Clara St. and Georgia St. connecting to Vallejo Transit Center.
- Vallejo Transportation Center at Curtola and Lemon Street- Signalized intersection improvements and reconfiguration on Curtola Parkway.

STA staff is recommending the draft SR2T Plan for approval at this time and will subsequently work with the member agencies to obtain funding to implement the priorities identified in the Plan. An Executive Summary and Implementation/Next Steps will be included in the final draft version of the Plan. The SR2T Plan will also be recommended for updates as part of the next CTP to reflect completed projects and new priorities.

Fiscal Impact:

STAF and STP funds were approved by the STA Board to fund the SR2T Plan as part of the Solano Comprehensive Transportation Plan budget. No new funds are required to complete the plan at this time.

Recommendation:

Forward a recommendation to the STA Board to approve the Solano Safe Routes to Transit Plan.

Attachments:

- A. Solano Safe Routes to Transit Plan (To be provided under separate cover.)

Solano Safe Routes to Transit Plan
(To be provided under separate cover.).

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DATE: November 22, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Macaulay, Director of Planning
RE: Submittal of Fiscally Constrained Solano Regional Transportation Plan (RTP) Project List

Background:

The Regional Transportation Plan (RTP) is the long-range transportation plan for the 9-county Bay Area. It is prepared every 4 years by the Metropolitan Transportation Commission (MTC). The RTP sets out a 25-year vision for the region's transportation system, establishes goals and milestones for achieving that vision, and lists projects that are designed to help meet those goals. The RTP is a financially constrained document; only projects that can be funded through reasonably-anticipated revenues can be included in the RTP. Projects that receive federal and/or state financing must be listed in the RTP. In addition, local projects that have no federal or state funds may still be listed in the RTP in order to undergo air quality conformity analysis as part of the RTP review. It is important to have Solano's priority projects included in the RTP.

MTC requested project lists from the Congestion Management Agencies (CMAs), such as STA, in May of 2011. MTC asked STA to submit a project list with a total value of no more than \$3.6 billion, but indicated that the subsequent fiscally-constrained project list would be requested that would have a lower monetary limit. The STA Board adopted the initial RTP project list for submittal to MTC on May 11, 2011. That project list is included as Attachment A. That project list includes 18 projects needing regional transportation funds.

MTC subsequently asked the CMAs to identify priority projects to be used in the transportation networks to accompany the Sustainable Communities Strategy (SCS) land use alternatives. The STA Board approved a modeling project list on September 14, 2011. The modeling list is included as Attachment B.

On October 6, 2011, MTC provided the CMAs with a project budget, County shares, for T2040. The STA project budget is \$645.5 million which is approximately the same amount that was available for the T2035 project list. Unlike previous years, that amount includes funds for programmatic expenses such as Local Streets and Roads (LS&R) maintenance, regional bicycle network development and CMA planning funds. Actual funds available for expenditure on projects total **\$437.5** million that would be funded outside the One Bay Area Grants. MTC has requested that the CMAs submit their fiscally-constrained project list in December of 2011.

MTC has adopted 10 RTP qualitative project assessment criteria and a Benefit to Cost (B:C) analysis for RPT projects, including the priority modeling projects submitted by

STA in September. Only 3 Solano projects (Fairfield-Vacaville Capitol Corridor Station, I-80 Auxiliary Lanes and the I-80/I-680/SR-12 Interchange Phase I) were subject to the B:C analysis. The B:C and qualitative assessment are included as Attachment C. STA staff is recommending that these assessments be one of the factors used in selecting projects for the fiscally constrained RTP project list.

Discussion:

The STA project list submitted to MTC in May included several ‘vision’ projects with funding needs and project delivery horizons beyond the 4-year time period covered by the new RTP, such as the Rio Vista Bridge relocation and the SR 12 corridor project improvements. STA staff is not recommending any funding be designated for these long-term projects.

The largest single project on the STA RTP project list that has the potential to begin construction in the next 4 years is the I-80/I-680/State Route (SR) 12 Interchange Phase I, estimated at \$700 million. A portion of the project’s costs, however, are due to the need to provide a direct connection between the planned I-80 and I-680 Express Lanes. As a result, MTC’s regional funds will cover \$140 million of the project cost. In addition, STA has secured \$120 million of Corridor Mobility Improvement Act (CMIA) and Regional Measure (RM) 2 Bridge Toll and State Transportation Improvement Program (STIP) funds.

One important aspect of this project is the need to obtain federal environmental clearance for the project or project phase as listed in the RTP. This means that if STA were to submit only a portion of the project for RTP funding, subsequent environmental clearance would also be limited to that portion of the project.

If the entire unfunded \$440 million of cost is covered in STA’s RTP submittal, there will be no money available for other projects, and an additional \$2.5 million must be identified. Due to the need to environmentally clear the entire project and the prominence of the interchange in the county and region’s transportation needs, however, STA is recommending that this project be submitted for full funding. This will require STA to seek additional RTP funds, as explained below.

The first non-interchange priority project identified by STA is the Jepson Parkway, with a funding amount of \$45 million. The Jepson Parkway project benefits multiple jurisdictions, supports the Fairfield-Vacaville Train Station Priority Development Area (PDA), includes bicycle and transit facilities, and is programmed to receive STIP funds.

Next, there are three major transit centers that may see expansion in the next 4 years: the Curtola Transit Center in Vallejo, Fairfield Transit Center in Fairfield and the Vacaville Transit Center in Vacaville. Transit centers help promote more efficient use of the current system and support Solano County’s existing high rate of carpooling, and two of the three transit centers are in PDAs. STA recommends designating \$16.51 million – the cost of the most expensive transit center project – for listing in the RTP. STA will submit this as ‘regionally significant transit centers’ rather than listing one specific project, and will submit for actual funding whichever project is first ready to move to construction.

The remaining recommended project expenditure is the I-80 Auxiliary Lanes Project (\$25 million; 50% of the project cost). The Auxiliary Lane project is eligible for State Highway Operation and Preservation (SHOPP) funds, and may be able to be funded entirely from these sources. However, dedication of some local discretionary funds to this project is expected to draw near-term SHOPP funding and initiate a project that rates well in MTC's project assessment system and will have a substantial impact on a key traffic bottle neck.

If the non-interchange projects listed above are included in STA's project submittal, they will account for a total of **\$86.5** million. Combined with the need to obtain \$2.5 million for the interchange, STA would need to seek an additional \$89 million in RTP funds.

STA staff recommends requesting MTC to designate an additional \$89 million of Interregional Transportation Improvement Program (ITIP) funds for the I-80/I-680/SR 12 Interchange to fully fund the next phase of this project in order to allow the identified projects to proceed. STA believes that ITIP funds would be appropriate for this purpose, and will pursue a specific commitment from MTC for this prior to consideration of the project list by the STA Board on December 14, 2011. STA believes that other CMAs will be making similar requests to MTC, and that the low funding amounts for CMA projects and programs in the new RTP is a regional issue.

The \$208 million in STIP/CMAQ funds will go towards funding of programmatic categories, including One Bay Area Grant (OBAG) eligible programs. These are:

- LS&R operation and maintenance
- Regional Bicycle Network
- Safe Routes to School
- Safe Routes to Transit
- Climate Change
- Transportation for Livable Communities/Priority Development Areas
- CMA planning funds

Fiscal Impact:

None at this time. However, the RTP project list will identify those projects and programmatic categories that are covered under the RTP federal air quality attainment conformity analysis and which projects are eligible for state or federal funds, both of which influence STA and member agency spending options.

Recommendation:

Forward a recommendation to the STA Board to:

1. Approve the fiscally constrained Solano RTP Project List as shown in Attachment A; and
2. Authorize the Executive Director to submit it to MTC for inclusion in the Regional Transportation Plan.

Attachments:

- A. Projects Recommended for Inclusion in STA's RTP Submittal to MTC

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Projects Recommended for Inclusion in Solano Transportation Authority's (STA) Regional Transportation Plan (RTP)
 Submittal to the Metropolitan Transportation Commission (MTC)

Monday, November 21, 2011

* funding in thousands

	Projected Revenues	Total Project Costs	Recommended RTP Project Funding	Running Balance
MTC Project Budget for Solano County (Oct 6, 2011)	\$ 645,500		\$	645,500
Mandatory OneBayArea Grant Projects		\$ 208,000	\$ 208,000	\$ 437,500
STA Planning Funds				
TLC/PDA Projects				
Bike/Ped/SR2S/SR2T/Planning/Alt Fuel				
Local Streets and Roads Maintenance				
Recommended RTP Projects for Solano County*				
I-80/I-680/SR-12 Interchange (Phase I)		\$ 700,000	\$ 440,000	\$ (2,500)
Jepson Parkway		\$ 185,000	\$ 45,000	\$ (47,500)
Regional Transit Center (Curtola, Fairfield Transit or Vacaville Transit)		\$ 32,100	\$ 16,500	\$ (64,000)
I-80 Aux Lanes: I-680 to Air Base Pkwy		\$ 50,000	\$ 25,000	\$ (89,000)
Recommended additional projected Interregional Transportation Improvement Program funds (ITIP), I-80 Corridor Only	\$ 89,000			\$ -
TOTALS	\$ 734,500	\$ 1,175,100	\$ 734,500	

* All Project Costs not covered by recommended RTP Project Funding will be covered by other funding sources or other Bay Area RTP Projects.

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DATE: November 21, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Short Term Strategies Prioritized by Solano Seniors and People with Disabilities Transportation Advisory Committee

Background:

Nelson/Nygaard was selected as the consultant to conduct the Solano County Transportation Study for Seniors and People with Disabilities. The purpose of the Study was to develop strategies to address the mobility needs of the rapidly growing seniors and people with disabilities population in Solano County. The consultant attended the first Solano Seniors and People with Disabilities Advisory Committee meeting that was held in May 2010 and further engaged the Committee throughout the project schedule in the three meetings that followed. The role of the committee was to provide input, identify issues and needs, and identify priorities for implementation as the study developed.

In addition to the Committee's input, a survey was developed and distributed in hard copy as well as electronically. Almost 1,000 surveys were filled out and returned. Rochelle Sherlock of Solano's Senior Coalition was a member of the consultant team and took lead on outreach to Solano's senior population. This included developing an outreach strategy to reach a broad section of seniors throughout Solano County by attending senior oriented events, presentations and focus groups. Information and comments were obtained from 25 Focus Groups.

Following outreach, the study progressed into developing and prioritizing strategies to address the gaps. The strategies included transit and paratransit and taxis services and non-transit strategies were also identified. As part of the implementation element of the plan, strategies were presented in categories of short, medium, and long-term with cost estimates and implementation issues.

Discussion:

At the Solano Seniors and People with Disabilities Transportation Advisory Committee Meeting on October 27, 2011, the Committee took action to forward a recommendation to the STA Board to approve the Solano Transportation Study for the Seniors and People with Disabilities. The Committee also engaged in detailed and productive discussions on prioritizing the short term strategies in the study. At the end of the meeting, the Committee members were asked to prioritize the strategies and forward their recommendations to STA staff.

The STA staff received a prioritization list from 19 out of 29 Committee Members and has summarized the Committee's ranking (Attachment A).

The top priorities identified were as follows:

1. Intercity Service for Non-Ambulatory
2. Partner with Dialysis and Medical Clinics
3. Mobility Management Program
4. Countywide ADA Paratransit Eligibility Process

Potential project leads and potential founding sources were added to the spreadsheet. STA staff will be working with the transit operators to incorporate feedback on the potential projects leads and funding sources for these ranked strategies and any plans or progress currently being done and/or suggestion of how to implement these strategies.

Recommendation:

Informational.

Attachments:

- A. Prioritized Strategies Recommended by Solano Seniors and People with Disabilities Advisory Committee

Score	Projects	Potential Lead	Potential Funding Source
2.4	Intercity service for non-ambulatory riders	Transit Operators, STA	TDA, New Freedom
3.2	Partner with dialysis and medical clinics	STA, County Agency, HSS, Medical Providers, Transit AGENICES, Senior Coalition	
4.1	Mobility Management Program	STA, HSS, Transit Operators, Non-Profits	TDA, JARC, New Freedom
4.1	Countywide ADA paratransit eligibility process	Transit Operators, STA	TDA, New Freedom
4.9	Volunteer Driver Program	Faith in Action, AAA	TDA
6	Transit training for seniors and people with disabilities program	Transit Operators, STA	TDA, New Freedom
6.3	Identify and support sponsors for older driver safety and mobility workshops	Senior Coalition, Senior Centers, STA	
6.6	Promote the creation and use of small private specialized transportation services	STA, CPUC, WIB, Non-Profit	
7	Develop a consistent countywide bus driver training	Transit Operators	
7.7	Promote deliveries by groceries stores and pharmacies	Senior Coalition, Senior Housing Facilities, Senior Roundtable	
7.7	Inventory sidewalks and street crossings	STA, Cities, ADA Coordinators, Public Works, Community Groups	New Freedom

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DATE: November 7, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Mobility Management Plan and Program Scope of Work

Background:

Mobility Management is one of the strategies listed in the Solano Transportation Study for Seniors and People with Disabilities. This Study has been approved by the Consortium, TAC and the Solano Seniors and People with Disabilities Advisory Committee. It will be presented for final approval by the STA Board in December 2011. Per the Study, Mobility Management is a “short-range planning and management activities and projects for improving coordination among public transportation and other transportation service providers.”

The STA Board supports the development of a Mobility Management Plan and Program for Seniors and People with Disabilities. In addition, the County Health and Social Services and First Five Program clients have concurred with this development in September 2011. The Paratransit Coordinating Council and the Solano Seniors and People with Disabilities Transportation Advisory Committee are supportive and requested to be involved in the process.

Discussion:

STA staff release a Request for Qualification (RFQ) to establish a Pre-Qualified List of Consultants for Project Management services to assist STA staff in several studies and plans this fiscal year. This includes the Mobility Management Plan and Program. STA plans to have a project manager on board to assist with this work in December and release the Request for Proposal (RFP) for Mobility Management Plan and Program in February.

In preparation of the release of the RFP, STA staff is seeking input from the Consortium on the draft scope of work for the Mobility Management Plan and Program. It is intended that after these initial comments are received, the scope of work will then go to the Paratransit Coordinating Council on January 19, 2012 and Solano Seniors and People with Disabilities Transportation Advisory Committee on January 26, 2012 to receive input.

Consortium comments on the draft scope of work for the Mobility Management Plan and Program are due by December 5th with an approval in December 2011 in preparation for the RFP to be released in February.

Recommendation:

Informational.

Attachment:

- A. Draft Mobility Management Plan Scope of Work

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SCOPE OF WORK for Mobility Management Plan

Purpose:

Goal is to coordinate transportation services for older adults, individuals with disabilities, and individuals with low incomes.

The STA completed the first Solano Senior and Disabled Study in June 2004. The second study, Solano County Transportation Study for Seniors and People with Disabilities was recently completed and will be presented to the STA Board for final approval in December 2011. The both studies recommended a further focus on Mobility Management in Solano County. The Consultant Team will develop a coordinated plan for outreach programs, policies and build local partnership specific to Solano County.

Tasks:

- 1. Confirm Project Goals and Finalize Scope of Services and Work Plan**
- 2. Review Relevant Studies and Related Programs including, but not exclusive to:**
 - a. Solano County Senior and Disabled Transit
 - b. Solano County Transportation Study for Seniors and People with Disabilities
 - c. Taxi Scrip Programs (Intercity and Local)
 - d. Community-Based Transportation Plans in Solano County
- 3. Identify All Existing Transportation Services Provided in Solano County for Seniors, People with Disabilities and Low Income.**
 - a. Inventory the services such as cost, hours of operations, who is eligible, wheel chair accessible, how far the service is provided, etc.
 - b. Create a strategy to partner and network with all transportation provider in Solano County
- 4. Develop an one-stop transportation traveler call center and website to coordinate transportation information;**
 - a. Identify and recommend training for staff to refer customers to the appropriate available transportation service
 - b. Identify cost and implementation issues associated with solutions
 - c. Compare cost of hiring out or in house
 - d. Develop policies for the program
- 5. Develop a Travel Training Programs**
 - a. Identify different Travel Training Options
 - b. Identify cost and implementation issues associated with solutions
 - c. Compare cost of hiring out or in house
 - d. Develop policies for the program

6. Develop a Countywide ADA Eligibility Process

- a. Identify different options
- b. Identify cost and implementation issues associated with solutions
- c. Compare cost of hiring out or in house
- d. Develop policies for the program

7. Identify Older Driver Safety Programs and Mobility Workshops in Solano County

- a. Inventory Programs
- b. Describe when offered and contact information
- c. Develop policies to keep information current

8. Promote Delivers by Groceries Stores and Pharmacies

- a. Inventory groceries stores and pharmacies that provide delivery or mail services.
- b. Describe when offered and contact information
- c. Develop policies to keep information current

9. Public Outreach

- a. Present findings and seek input from Transit Consortium, Paratransit Coordinating Council, Solano County Seniors, Senior Coalition and People with Disabilities Transportation Advisory Committee

11. Draft Study

- a. Present the existing services and programs
- b. Develop a 1 to 10 year Implementation Plan which will include detail project task, cost and a funding plan
- c. Present to committees and input process
- d. Present Mobility Management Programs
- e. Obtain input from various groups in Solano County prior to the STA Board.

12. Final Study

- a. Finalize the report incorporating input from public and committee review of draft study
- b. Prepare the report for electronic and hard copy distribution.



DATE: November 7, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Coordinated Short Range Transit Plan (SRTP) and Mobility Needs for
People with Disabilities Plan

Background:

Solano Transportation Authority (STA) Board submitted a letter to Metropolitan Transportation Commission (MTC) for a Funding Request in the amount of \$140,000 to prepare a Coordinated Short Range Transit Plan for Solano County.

This funding proposal was for the development of a Coordinated Short Range Transportation Plan (SRTP) for Solano County Transit Operators. The transit operators that will be included in this plan are Solano County Transit (SolTrans), Fairfield and Suisun Transit (FAST), Vacaville City Coach, Dixon Redit-Ride and Rio Vista Delta Breeze. This Plan will include a dedicated subsection for each transit operator covering the requirements of the SRTP.

This proposal also included County Level Coordination analyzing two specific transit issues/priorities areas in Solano County. The first specific area is to update the I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study. Updating the Transit Corridor Plans will provide guidance and coordination for future investments. Specifically, SolanoExpress bus and integration into the planned Express Lanes and Freeway Performance Initiative on I-80 and I-680. The Transit Corridor Study will not only address transit services, but also update the facilities and connections needed to support these services into the future.

The second issue/priority to be analyzed is how to address Mobility Needs for People with Disabilities in Solano County in a cost effective manner. Some of the areas of analysis will include the Intercity Taxi Scrip Program, non-profit partnerships and a program that assists paratransit users that are able to transfer to fixed route. The specific analysis will be consistent with the recommendations contained in the Solano Transportation Study for Seniors and People with Disabilities which is currently in draft form and scheduled to be adopted by the STA Board in December.

In addition, MTC staff has requested the Coordinated SRTP address four areas of coordination:

1. Different Fare Structure and Discounts/Standard Fare Structure/Fare Reconciliation;
2. Separate ADA Contractors, Eligibility and Rules/Joint Contracting/Eligibility Determination of ADA Paratransit;
3. Enhanced Transit Coordination of Capitol Planning; and
4. Enhanced Coordination of Transit Service Planning

Discussion:

STA plans to contract with one consultant team for the development of the countywide SRTP and the County Level Coordination. The consultant will do an analysis on each transit operator in Solano County as far as the SRTP. This foundation will provide a strong groundwork for analyzing the coordination to the Intercity Transit Plan and coordinated analysis on mobility options for People with Disabilities.

The STA is seeking input from the transit operators on the scope of work for the SRTP (Attachment A) and Mobility Needs for People with Disabilities (Attachment B). The scope of work for the SRTP includes the following tasks:

- An analysis of transit connectivity to the Colleges in Solano County. The Colleges would include Touro University, Maritime Academy, and the three Solano Community Colleges in Solano County (Fairfield, Vacaville, and Vallejo).
- Coordinated countywide fare structure/Clipper
- Countywide ADA rules and eligibility
- Coordinated transit capital planning
- Coordinated service planning

The scope of work for the I-80/I-680/I-780/SR 12 Transit Corridor Study has been presented to the Consortium for input and approved by the STA Board in January 2011 (Attachment C).

The STA staff is presenting to the Consortium the scope of work for the SRTP and Mobility Needs for People with Disabilities for an initial review with comments due by December 5th. The scope of work would then be approved in December by the Consortium. A Request for Proposals (RFP) is then expected to be released in January or February depending on when the contract is executed between STA and MTC.

MTC Proposed Regional SRTP Schedule

The following schedule is proposed for SRTPs in FY2011-12: MTC adopts FY2011-12 SRTP and County Level Coordination funding; SRTP guidelines revised to include deliverable dates	December 2011/ January 2012
SRTP/County Level Coordination Plan funding contracts executed	January 2012
Draft SRTP/County Level Coordination Plans due to MTC	June 1, 2012
Final SRTP/County Level Coordination Plans due to MTC	September 1, 2012

MTC’s Future SRTP Policy

MTC’s interim funding program for FY 2011-12 cycle funding and the administration of the SRTP program may be revised based on Transit Sustainability Plan (TSP) recommendations. Policies addressing the administration of Transportation Developmental Act (TDA) audits and the Productivity Improvement Project (PIP) program may also be revised to include TSP recommendations. A new proposal incorporating those recommendations into the SRTP process will be proposed once TSP recommendations are adopted.

Recommendation:

Informational.

Attachments:

- A. Draft Scope of Work for Coordinated SRTP
- B. Draft Scope of Work for Mobility Needs for People with Disabilities
- C. Approved Scope of Work for Transit Corridor Study for I-80/I-680/I-780/SR 12

Date: March 26, 2003
W.I.: 1512
Referred by: PAC
Revised: 03/22/06-C
04/23/08-C
04/27/11-C

ABSTRACT

Resolution No. 3532, Revised

This resolution adopts the Short Range Transit Plan Guidelines.

Attachment A to this resolution was amended on March 22, 2006 and April 23, 2008.

Attachment A was revised on April 27, 2011 to clarify that the SRTP guidelines will focus on small and medium sized operators that are not the subject of the Transit Sustainability Project (TSP) in FY 2011-12. For other transit operators, the requirements are suspended based on the TSP and other planning efforts in FY 2011-12.

Further discussion of these actions is contained in the MTC "Executive Director's Memoranda" to the Programming and Allocations Committee dated March 5, 2003, March 1, 2006, and April 13, 2011; and in the Programming and Allocations Committee summary sheet dated April 9, 2008 and April 13, 2011.

Date: March 26, 2003
W.I.: 1512
Referred by: PAC

RE: Short Range Transit Plan Guidelines

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 3532

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 et seq.; and

WHEREAS, MTC is the designated Metropolitan Planning Organization (MPO) for the San Francisco Bay Area, charged with carrying out the metropolitan transportation planning and fund programming processes required to maintain the region's eligibility for federal funds for transportation planning, capital improvements, and operations; and

WHEREAS, MTC the federal Transportation Equity Act for the 21st Century (TEA-21) requires MPOs to work cooperatively with the state and public transit operators to develop regional transportation plans and Transportation Improvement Programs (TIP) for urbanized areas of the state; and

WHEREAS, MTC has developed, in cooperation with the State, and with public transit operators in the region, a work program for carrying out continuing, comprehensive, and cooperative transportation planning; and

WHEREAS, an Overall Work Program (OWP) for planning activities in the Bay Area is annually prepared by MTC, the Association of Bay Area Governments, and the California Department of Transportation; and

WHEREAS, the OWP describes MTC's annual unified work program to achieve the goals and objectives of the Regional Transportation Plan (RTP); and

WHEREAS, in accordance with the goals and objectives of the RTP, MTC's Transportation Improvement Program (TIP) includes funds programmed for projects sponsored by public transit operators in the MTC region; and

WHEREAS, MTC, in cooperation with the FTA Region IX office requires that public transit operators in the MTC region which are FTA grantees prepare and regularly update a Short Range Transit Plan (SRTP) as inputs to regional transportation planning programming activities; and

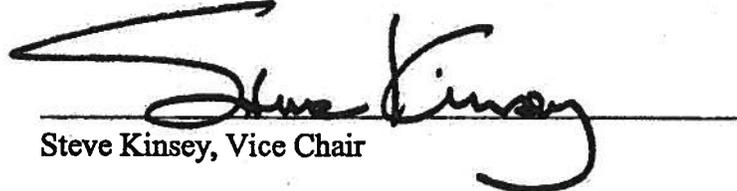
WHEREAS, Appendix A of the Overall Work Program (OWP) lists the public transit operators in the region required to prepare and update an SRTP, and provides for the financial support of the operators' development of SRTPs through the use of FTA Section 5303 funds, and also includes an outline scope of work for the SRTP; and

WHEREAS, MTC biennially enters into a funding agreement with each public transit operator required to prepare and update an SRTP, which passes through to the operator FTA Section 5303 funds; and

WHEREAS, MTC desires to promulgate detailed SRTP guidelines that more precisely explain the outline scope or work included in the SRTP funding agreement, and which are in accord with and supportive of the planning, fund programming and policy requirements of MTC's Transit Capital Priorities Process and Criteria, the TIP and the RTP; now, therefore, be it

RESOLVED, that MTC does hereby adopt the "Short Range Transit Plan Guidelines," attached hereto as Attachment A to this Resolution and incorporated herein as though set forth at length.

METROPOLITAN TRANSPORTATION COMMISSION


Steve Kinsey, Vice Chair

The above resolution was adopted by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on March 26, 2003

Date: March 26, 2003
W.I.: 1512
Referred by: PAC
Revised: 03/22/06-C
04/23/08-C
04/27/11-C

Attachment A
Resolution No. 3532, Revised
Page 1 of 16

METROPOLITAN TRANSPORTATION COMMISSION SHORT RANGE TRANSIT PLAN GUIDELINES

BASIS OF THE SRTP REQUIREMENT

Federal statutes require that the Metropolitan Transportation Commission (MTC), in partnership with the state and with local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and fund programming responsibilities, MTC, in cooperation with Region IX of the Federal Transit Administration (FTA), requires each transit operator receiving federal funding through the TIP (federal grantees within the MTC region) to prepare, adopt, and submit an SRTP to MTC.

In FY 2011-12, MTC will focus SRTP development on small and medium sized operators that are not the subject of the Transit Sustainability Project (TSP) in FY 2011-12. For other transit operators, the requirements are suspended based on the TSP and other planning efforts in FY 2011-12.

These guidelines describe the purpose, planning horizon and frequency of updates for the SRTP, and provide detail relative to the tasks and subtasks outlined in the funding agreement.

SRTP PURPOSE

- A. To serve as a management and policy document for the transit operator, as well as a means of annually providing FTA and MTC with information necessary to meet regional fund programming and planning requirements.
- B. To clearly and concisely describe and justify the transit operator's capital and operating budgets.
- C. To submit requests for federal, state, and regional funds for capital and operating purposes through MTC's Transit Capital Priorities, and in the MTC TIP.
- D. To assess an operator's financial capacity to carry out proposed levels of operations and the associated capital improvement plan. This assists FTA in making its own assessment of an operator's financial capacity.
- E. To regularly provide MTC with information on projects and programs of regional significance, which include: funding and scheduling of expansion projects included in MTC Resolution No. 3434, provision of paratransit service to persons with disabilities, older adults

and others; compliance with federal Title VI reporting requirements; Environmental Justice outreach and public participation, and related service planning; results of the most recent FTA Triennial Review and related corrective actions.

- F. To provide the basis for inclusion of an operator's capital and operating programs in the RTP.
- G. The goals, objectives, and standards specified in an operator's SRTP serve as a basis for the assessment of the operator's performance conducted as part of the MTC Triennial Performance Audit of the operator.

THE SRTP AND THE OPERATOR'S GOALS, OBJECTIVES AND STANDARDS

Goals should reflect the major areas of concern for public transit operators, for example:

- scheduling and route planning
- service reliability
- system effectiveness
- system efficiency
- safety and security
- funding and reserve policies
- customer service
- statutory and regulatory compliance

Objectives should be comprehensive (there can be several objectives under each goal). Service standards should be specific, measurable and quantified where feasible. Goals, objectives and standards should reflect the basis under which new service would be deployed and existing service increased or reduced.

PLANNING HORIZON

The planning horizon is a minimum of ten years. However, a longer planning horizon may be required if necessary to reflect significant capital replacement and/or rehabilitation that would not fall within the ten year period (e.g., railcars, ferryboats, bus subfleet). A longer planning horizon may also be required if necessary to capture the capital or operating budget implications of significant changes in service (e.g., rail extension coming on line, Regional Express Bus deployment).

FREQUENCY OF UPDATES

"Full SRTPs" must be completely updated every four years, in the year preceding a Regional Transportation Plan update. In the interim years, MTC requires at a minimum that an operator develop and update a "Mini-SRTP". The scope of both the Full and Mini-SRTPs is explained below.

REFERENCES TO MTC RESOLUTIONS

These guidelines make reference in certain sections to the following MTC Resolutions:

- MTC Resolution No. 3434, "Regional Transit Expansion Policy."
- MTC Resolution No. 3176, "Procedures for Evaluating Transit Efficiency Improvements."
- MTC Resolution No. 3515: "Transit Capital Priorities, Economic Recovery Principles, Policy Governing the Use of FY 2003-04 FTA Section 5307 Funds."
- MTC Resolution No. 3427, revised, Attachment C3: Regional Transportation Plan 100% "Transit Capital Shortfall" policy. • MTC Resolution No.3866: "MTC Transit Connectivity Plan."

MTC staff will e-mail electronic copies of these resolutions to interested parties upon request.

ONBOARD SURVEY

MTC regularly conducts a regional "on-board" transit survey. The first survey was completed in FY 2006-2007 and is available here:

http://www.mtc.ca.gov/maps_and_data/datamart/survey/2006_transit.htm. The next survey is scheduled to begin in FY 2010-2011. The purpose of the survey is threefold: (1) to inform MTC and interested stakeholders of the demographic profile of transit riders throughout the Bay Area; (2) to provide information to transit providers on the travel patterns and characteristics of their customers; and, (3) to provide MTC and interested stakeholders with robust estimates of transit origin/destination patterns, which are important to analytical planning efforts. MTC and operators will coordinate to develop survey instruments that meet these three goals and to provide survey takers access to their transit systems.

SCOPE OF THE FULL SRTP

The Full SRTP must contain at least the information described in this section. Where applicable, sub-sections that are required to be included in the Mini-SRTPs are labeled as such.

1. Title Page

The title page must include the words "Short Range Transit Plan," the fiscal years covered by the plan, the official name of the transit operator, the date approved by the governing board, and the following statements:

Federal transportation statutes require that the Metropolitan Transportation Commission (MTC), in partnership with state and local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and programming responsibilities, MTC requires that each transit operator in its region which receives federal funding through the TIP, prepare, adopt, and submit to MTC a Short Range Transit Plan (SRTP).

(This is also a requirement for Mini-SRTPs.)

2. Overview of Transit System

- A. Brief History (e.g., year of formation, facilities and fleet development, changes in service focus areas, key milestones and events).
- B. Governance.
 1. Type of unit of government (e.g., city, joint powers authority, transit district).
 2. Composition and nature of representation of governing body:
 - a. Number of members;

- b. Elected or appointed (if appointed, how, and what agencies and/or groups do members represent (e.g., cities, county, general public);
 - c. Current members and terms.
- C. Organizational Structure (use graphic format).
- 1. Management and staff positions.
 - 2. Reporting relationships.
 - 3. Contracted transportation services (name of contractor(s), length of current contract(s)).
 - 4. Labor unions representing agency employees and length of current contract(s).
- D. Transit Services Provided and Areas Served —Describe fixed route, demand responsive, and connecting services and areas served, and the number of vehicles required for each type of service.
- 1. Fixed Route (includes bus and rail):
 - a. Local;
 - b. Express;
 - c. Other commuter service (e.g., subscription service);
 - d. Services provided in partnership with others (funding contributions or policy oversight);
 - e. Accommodation of bicycles.
 - 2. Demand responsive (includes operator-provided services and services provided under partnership agreements):
 - a. General public;
 - b. Americans With Disabilities Act (ADA);
 - c. Persons with disabilities (non-ADA);
 - d. Older adults.
 - 3. Connecting services provided by others.
- E. Fare Structure — Describe fare structure for fixed route and demand responsive services, and for interoperator transfers.
- 1. Fixed Route Fares:
 - a. Single fare (adults, seniors, student/youth);
 - b. Discounted and/or multi-ride fares (adults, seniors, student/youth);
 - c. Recent changes in fares;
 - 2. Demand Responsive Fares:
 - a. Single fare;
 - b. Discounted and/or multi-ride fares;
 - c. Recent changes in fares (include the year(s) in which the change(s) took place);
 - 3. Interoperator Transfer Arrangements and Fares
 - a. ClipperSM (if currently deployed);

b. Other proof of transfer;

- F. Revenue Fleet — Provide a general description of the revenue vehicle/vessel fleet. Identify MTC Regional Express Buses separately. The description can be in narrative or graphic format, or a combination of both. (This description differs from the detailed inventory required under Section 6 of these guidelines.) Include the following information:
1. Types of vehicles/vessels operated (e.g., standard bus (any length), trolley bus, articulated bus, over-the-road coach, cutaway van, standard van, minivan, cable car, passenger ferryboat, heavy rail, light rail);
 2. Number of each type of vehicle/vessel;
 3. Recognizing that each type of vehicle might be used in multiple types of service, type(s) of service in which each type of vehicle is used (e.g., local, express, commuter, demand responsive).
- G. Existing Facilities — Describe individual or grouped facilities, according to the categories listed below.
1. Administrative (locations, age, functions located within);
 2. Maintenance and Fueling (type, locations, age);
 3. Vehicle/Vessel Storage/Staging (locations, age, capacity);
 4. Park-and-Ride (locations, age, capacity);
 5. Stations and Stops (type, locations, age, basic amenities);
 6. Right-of-Way, Track or Guideway;
 7. Bicycle Facilities.

3. Goals, Objectives and Standards

- A. Describe the process for establishing, reviewing, and updating goals, objectives, and standards. Goals and objectives should be comprehensive and address all major areas of operator activities, including principles and guidelines under which new service would be implemented. Performance standards should address both the efficiency and effectiveness of the services provided by the operator.
- B. Portray and discuss new or revised goals and related objectives and standards; and identify changes from prior SRTP.

4. Service and System Evaluation

- A. Evaluate route-level and systemwide performance against current service standards (if illustrative, portray local, express or commuter service, or other intercity service separately). Describe the evaluation process. Evaluate the most recent year for which complete data is available. At a minimum, evaluate performance measures relating to effectiveness and efficiency. Key performance measures could include passengers per revenue vehicle hour, passengers per revenue vehicle mile, percent of capacity used, revenue to total vehicle hours, operating cost per revenue vehicle hour, operating cost per passenger, and on-time performance. A retrospective portrayal of performance (e.g., prior five to ten years) may be warranted to exemplify trends. Identify and evaluate MTC Regional Express Bus service

separately. Where the evaluation identifies deviations from service standards, describe proposed remedies, including service expansion and/or contraction. Use narrative, tables and other graphic formats as warranted. *(This is also a requirement for Mini-SRTPs, but is reduced in scope. See section on Scope of Mini-SRTPs.)*

- B. Provide a three-year retrospective of revenue service hours, revenue service miles, and patronage. Evaluate and discuss significant changes. *(This is also a requirement for Mini-SRTPs.)*
- C. Describe and discuss equipment and facility deficiencies, and describe proposed remedies.
- D. Describe any involvement in MTC's "Community-based Transportation Planning Program" ("CBTP"). Describe any specific fixed-route solutions to transit gaps recommended through the CBTP process and the status of their implementation. Describe any services funded specifically to address welfare-to-work and/or low-income transportation needs and the source(s) of funding (e.g., Lifeline).
- E. Identify paratransit services provided in compliance with the paratransit provisions of the Americans with Disabilities Act (ADA). Reference planned new activities, major service changes, or procurement of capital equipment to support ADA or other paratransit, dial-a-ride or demand responsive services. Identify other paratransit services with which services are coordinated, and any proposed revisions or improvements to fixed route services intended to enhance their usage by seniors and/or by persons with disabilities.
- F. Provide the date of the agency's most recent federal Title VI analysis and report, and discuss any service deficiencies identified in the report. Generally describe the process used for complying with FTA Circular C4702.1. Attach the most recent triennial Title VI report, plus any subsequent Title VI reports, to the SRTP in an appendix.
- G. Provide the date of the agency's most recent FTA Triennial Review, and describe related remedial actions undertaken or currently underway in response to the review.

5. Operations Plan and Budget

A. Operations Plan

The operations plan sets forth the intentions to provide fixed route and paratransit services over the SRTP period. Document the ongoing evaluation of services and systems with respect to adopted goals, objectives and standards, and legal and regulatory requirements, subject to financial constraints.

- 1. Describe the modes and types of transit services to be operated over the plan period. Separately identify service provided in partnership with others:
 - a. For the continuation of existing service, refer to or summarize the descriptions provided under Section 2, Subsection "D", Transit Services Provided and Areas Served;
 - b. For the deployment of new service, identify the mode, and describe the service characteristics using the format used in Section 2, Subsection "D," above. Separately identify new service(s) contained in MTC Resolution No. 3434.

2. Separately describe planned new activities or service changes relative to paratransit services provided in accordance with the Americans with Disabilities Act (ADA service).
3. Separately describe any proposed revisions or improvements to fixed route services intended to enhance their usage by persons with disabilities and older adults.
4. Where reductions in service levels are required in order to achieve a balanced operating budget, describe the reductions and assess their impact on the affected service areas and communities.
5. Portray the levels of service planned — Use a table (or other graphic format) to portray planned levels of service hours and service miles. Separately identify the following:
 - a. Fixed route modes by type (e.g. local, express/commuter);
 - b. Demand responsive modes by type (e.g., ADA, non-ADA older adult);
 - c. Expansion service included in MTC Resolution No. 3434.

The table (or other graphic format) shall clearly identify service expansion and/or reduction by the year of planned deployment (expansion) and/or elimination (reduction). There shall be a rational relationship between the information portrayed and the “Service and System Evaluation” section of the SRTP. *(This is also a requirement for Mini-SRTPs.)*

6. Describe and discuss planned (not yet implemented or underway) service changes in response to the most recent federal Title VI report and/or FTA Triennial Review.

B. Operations Budget

Demonstrate that planned level of transit service over the planning period, including rehabilitation and replacement of capital assets, is sustainable. Take into consideration expense forecasts, regional and local revenue projections, fare policies, labor or service agreements, competitive demands on funding, regional priorities and policies. The budget should reflect a “baseline” level of service, taking into consideration the existing level of service at the time of publication of the SRTP. Committed service changes must also be defined, with their expenses and revenue separately identified in the operating and capital financial plan tables. Provide sufficient detail to allow a reviewer of the SRTP to evaluate costs of implementing the operating and capital plans, and compare the total with anticipated revenues available during the study period.

The narrative must specifically explain, and the spreadsheet clearly isolate in the appropriate year, by mode, any major change in service hours and miles due to deployment of new service or major service reductions.

The narrative must specifically explain, and the spreadsheet clearly isolate by year (e.g., through individual line items) the following:

- Change in fare revenue due to a fare increase or decrease.
- Change in fare revenue due to a change in the level of service.
- Change in expenses due to a change in the level of service.
- Change in expenses due to a labor or service contract change.

All operations expenses and revenues are to be stated in year of expenditure dollars, with the assumed escalation factors stated. All sources of revenue shown in the operations and in the capital financial plan should be identified individually. All assumptions that relate to expenditure and revenue estimates must also be documented, including specification of ridership or sales growth (if appropriate) separately from inflation forecasts.

1. The operations budget must be sustainable and generally balanced each year over the period of the SRTP, using currently available or reasonably projected revenues.
2. Where increases in local revenues (e.g., fares, sales taxes, general fund revenues) are required in order to sustain existing service levels, describe and discuss the steps and timelines needed to achieve the revenue increases, and the contingent policies and actions that will be taken if the proposed revenue increases do not materialize.
3. Fixed route and demand responsive services may be portrayed separately or in a single budget; however, the expenses and revenue for each must be separately identifiable if portrayed in a single budget.
4. Describe planned fare increases and/or decreases, and/or changes in fare policies, including the year(s) these changes are planned to take effect. Describe planned changes in interoperator transfer arrangements and/or fares (this pertains to interoperator fares themselves, not to the means of fare collection; i.e., ClipperSM) Note: as set forth in MTC Resolution No. 3176, fare and local discretionary revenue contributions are expected to keep pace with inflation, and fare structure shall comply with regional policy on fare coordination (Resolution No.3866).
5. Separately identify funding sources and amounts to support operating budgets for ADA service, and any other paratransit or demand responsive services available to older adults and/or persons with disabilities.
6. If applicable, discuss strategies to address elimination of FTA Section 5307 Preventive Maintenance funding for operations as prescribed in MTC Resolution No. 3515.
7. Separately identify and describe funding contributions (expended or received) for services provided in partnership with others.
8. The multi-year operating budget shall utilize MTC projections of regional operating revenues. Local funding sources (e.g., transportation sales tax) that will expire during the period covered by the plan shall not be assumed to continue beyond their expiration dates, unless specific renewals have been approved. In order to portray the operating budget:
 - a. Forecast operating costs shall be portrayed in a manner that distinguishes significant expansion and/or contraction of existing service, and the introduction of new service;
 - b. The basis for the operating cost forecasts shall be clearly portrayed (e.g., cost per service hour and service hours);
 - c. The forecast escalation rates (revenue and expenses) must be clearly portrayed;

- d. Indicate reserves available for operations and changes to reserves over the period of the SRTP, including anticipated unallocated TDA reserves;
- e. Budget levels must correlate with the changes in service identified in the “Operations Plan.”
- f. Identify sources of operating revenue:
 - i. Fares;
 - ii. Property taxes (directly levied, levied by others);
 - iii. Bridge tolls (directly levied (e.g., GGT), MTC 2% toll revenues, MTC 5% unrestricted general fund, MTC Regional Measure 2);
 - iv. Sales tax (AB 1107, directly levied (e.g., transit district), levied by others (e.g., county sales tax measure (identify Measure)));
 - v. Contributions from JPA partner funding agencies;
 - vi. Federal (FTA section 5307 Operating Assistance, FTA section 5307 Preventive Maintenance, FTA section 5311, STP Preventive Maintenance, CMAQ Operating Assistance (new service), Jobs Access Reverse Commute, New Freedom);
 - vii. Regional (MTC Lifeline, Air District);
 - viii. Advertising;
 - ix. Earned interest;
 - x. BART coordination funds (TDA, STA, BART district funds);
 - xi. TDA (directly apportioned, contributed by others);
 - xii. State Transit Assistance [(directly apportioned, contributed by others) – Revenue-Based, Population-Based (Small Operators, Northern Counties, Regional Paratransit, MTC Regional Express Bus)].

C. In addition to future year forecasts, the SRTP should include a three-year retrospective of audited (if available) operating expenses and revenue.

(This is also a requirement for Mini-SRTPs.)

6. Capital Improvement Program

Describe and discuss the capital programs (vehicles, facilities and equipment) required to carry out the operations and services set forth in the operating plan and budget. The Capital Improvement Plan (CIP) should provide the basis for requests for federal, state and regional funding for capital replacements, rehabilitation, and expansion projects. While the CIP does not have to be financially constrained to the extent that the operations budget does, it should reflect the operator’s reasonable expectation of funding, particularly as outlined in MTC’s Regional Transportation Plan. MTC has reaffirmed its prior RTP commitment to fund 100% of the transit capital shortfall, subject to certain conditions as set forth in MTC Resolution No. 3427, revised.

Note: the replacement schedules for vehicles and other capital items shall reflect agreements that resulted in the temporary diversion of FTA Section 5307 funds to “preventive maintenance”.

- A. Basis for Revenue Vehicle/Vessel Projects and/or Proposals, for Replacement, Rehabilitation, and Expansion.
1. Describe and discuss policies (or basis), and justification for vehicle replacement:
 - a. Life cycle considerations (current vehicles/vessels);
 - b. Passenger amenity considerations (vehicles to be acquired);
 - c. Mode of power and/or emissions considerations (vehicles/vessels to be acquired);
 - d. Other considerations (e.g., safety, lack of availability of service parts for current vehicles/vessels)
 2. Describe and discuss policies (or basis), and justification for rehabilitation/retrofit:
 - a. Life cycle considerations;
 - b. Passenger amenity considerations;
 - c. Emissions considerations;
 - d. Other considerations.
 3. Describe and discuss policies (or basis), and justification for proposed fleet expansion (or contraction):
 - a. Relationship to fixed route or demand responsive operations plan;
 - b. Basis for type(s) of vehicles/vessels desired (expansion).
 - c. Number and type(s) of vehicles to be removed from service (contraction), including intended disposition (e.g., sale, placed for lease, salvaged).
 4. Current Revenue Vehicle/Vessel Fleet Inventory: Identify items “a” through “k” below individually or by subfleet. Identify MTC Regional Express Buses separately.
 - a. Manufacturer;
 - b. Year of manufacture;
 - c. Identification number (individual VIN or VIN sequence for subfleets);
 - d. Length of vehicle(s)/vessel(s);
 - e. Seating capacity of vehicle(s)/vessel(s);
 - f. Wheelchair capacity of vehicle(s)/vessel(s);
 - g. Vehicle/Vessel type (e.g., mini van, standard van, cutaway van, standard motorbus, articulated motorbus, trolley bus, articulated trolleybus, over-the-road coach, light rail, heavy rail, passenger ferryboat, diesel-electric locomotive, trailer car);
 - h. In fixed route service or demand responsive service;
 - i. Mode of power (e.g., diesel, CNG, LPG, gasoline, electric, hydrogen fuel cell, hybrid gasoline-electric, diesel-electric locomotive, trailer car not powered).
 - j. Has major rehabilitation of the vehicle(s)/vessel(s) been performed; if yes, how many years of service life were added;
 - k. Year the vehicle(s)/vessel(s) will be retired from service (even if this is beyond the time horizon of the SRTP);

5. Vehicle/Vessel Replacement: Identify items “a” through “k” below individually or by subfleet, showing the number of replacement vehicles/vessels to be placed in service per year over the planning horizon.
- Number of vehicles/vessels to be replaced;
 - Anticipated year of manufacture of replacement vehicle(s)/vessel(s);
 - Year vehicle(s)/vessel(s) will be placed in service;
 - Length of vehicle(s)/vessel(s);
 - Seating capacity of vehicle(s)/vessel(s);
 - Wheelchair capacity of vehicle(s)/vessel(s);
 - Vehicle/Vessel type (e.g., mini van, large van, small bus, suburban bus, trolley bus, over-the-road coach, articulated bus, light rail, heavy rail, passenger ferryboat, diesel-electric locomotive, trailer car);
 - Placement of the vehicle(s) in fixed route service or demand responsive service;
 - Mode of power (e.g., diesel, CNG, LPG, gasoline, electric, hydrogen fuel cell, hybrid gasoline-electric, diesel-electric locomotive, trailer car not powered).
 - Estimated cost of replacement vehicle(s)/vessel(s) (unit cost or total by subfleet), with annual escalation rates clearly portrayed;
 - Sources and amounts of funding for replacement vehicle(s)/vessel(s) (unit cost or total by subfleet – same as portrayed in “j” above), with annual escalation rates clearly portrayed.

(This is also a requirement for Mini-SRTPs.)

6. Vehicle/Vessel Rehabilitation (if applicable): Identify items “a” through “m” below individually or by subfleet, showing the number of vehicles/vessels to be rehabilitated per year over the planning horizon.
- Manufacturer;
 - Year of manufacture;
 - Identification number, (individual VIN or VIN sequence for subfleets);
 - Length of vehicle(s)/vessel(s);
 - Seating capacity of vehicle(s)/vessel(s);
 - Wheelchair capacity of vehicle(s)/vessel(s);
 - Vehicle/Vessel type (e.g., mini van, large van, small bus, suburban bus, trolley bus, over-the-road coach, articulated bus, light rail, heavy rail, passenger ferryboat, diesel-electric locomotive, trailer car);
 - Mode of power (e.g., diesel, CNG, LPG, gasoline, electric, hydrogen fuel cell, hybrid gasoline-electric, diesel-electric locomotive, trailer car not powered).
 - Year of planned rehabilitation (even if this falls outside the time horizon of the SRTP);
 - Years of service life to be added;
 - Rehabilitation to be performed in-house or contracted, if known;

- l. Estimated cost of rehabilitation of vehicle(s)/vessel(s) (unit cost or total by subfleet), with annual escalation rates clearly portrayed;
- m. Sources and amounts of funding for rehabilitation of vehicle(s)/vessel(s) (unit cost or total by subfleet – same as portrayed in “j” above), with annual escalation rates clearly portrayed.

(This is also a requirement for Mini-SRTPs.)

7. Vehicle/Vessel Expansion (if applicable): Identify items “a” through “k” below individually or by subfleet.
 - a. the number of expansion vehicle(s)/vessel(s) to be placed in service per year over the planning horizon of the SRTP.
 - b. Anticipated year of manufacture;
 - c. Year vehicle(s)/vessel(s) will be placed in service;
 - d. Length of vehicle(s)/vessel(s);
 - e. Seating capacity of vehicle(s)/vessel(s);
 - f. Wheelchair capacity of vehicle(s)/vessel(s);
 - g. Vehicle/Vessel type (e.g., mini van, large van, small bus, suburban bus, trolley bus, over-the-road coach, articulated bus, light rail, heavy rail, passenger ferryboat, diesel-electric locomotive, trailer car);
 - h. Placement of the vehicle(s) in fixed route service or demand responsive service;
 - i. Mode of power (e.g., diesel, CNG, LPG, gasoline, electric, hydrogen fuel cell, hybrid gasoline-electric, diesel-electric locomotive, trailer car not powered).
 - j. Estimated cost of expansion vehicle(s)/vessel(s) (unit cost or total by subfleet), with annual escalation rates clearly portrayed;
 - k. Sources and amounts of funding for expansion vehicle(s)/vessel(s) (unit cost or total by subfleet – same as portrayed in “j” above), with annual escalation rates clearly portrayed.

(This is also a requirement for Mini-SRTPs.)

8. Summary of Revenue Vehicle/Vessel Fleet Inventory:
 - a. Total number of fixed route vehicles in active fleet (identified by type; e.g., see item 7.g. above);
 - b. Total number of fixed route vehicles in reserve fleet;
 - c. Spare ratio of fixed route vehicles (at maximum pullout);
 - d. Total number of vessels in active fleet;
 - e. Total number of vessels in reserve fleet;
 - f. Spare ratio of vessels (at maximum pullout);
 - g. Total number of demand responsive vehicles in active fleet (identified by type; e.g., see item 7. g. above);
 - h. Total number of demand responsive vehicles in reserve fleet;
 - i. Spare ratio of demand responsive vehicles (at maximum pullout)
 - j. Useful life of revenue vehicles;

k. Next rehabilitation or replacement of vehicles and vessels, even if beyond the SRTP horizon.

B. Non-Revenue Vehicle Projects and/or Proposals: Replacement, Rehabilitation, and Expansion or Contraction.

1. Discuss replacement, and/or expansion or contraction of non-revenue vehicle fleet:
 - a. Briefly, describe uses of non-revenue vehicles;
 - b. Briefly, discuss policies or basis, and justification for replacement (e.g., life cycle, obsolescence, safety considerations);
 - c. Briefly discuss policies or basis, and justification for expansion and/or contraction.
2. Non-Revenue Vehicle Fleet Inventory: Identify items “a” through “n” below, showing the number of vehicles per year over the planning horizon.
 - a. Manufacturer (current vehicles);
 - b. The year of manufacture (or anticipated year of manufacture for replacement and expansion vehicles);
 - c. The years the vehicle(s) will remain in service;
 - d. Year vehicle(s) will be retired from service;
 - e. The year replacement vehicle(s) will be placed in service;
 - f. Estimated cost of replacement vehicle(s) (unit cost or total by subfleet), with annual escalation rates clearly portrayed;
 - g. Replacement vehicle(s): source(s) and amount of funding, identifying funds that have been secured (programmed, allocated or received) and funds that have not been secured, with annual escalation rates clearly portrayed;
 - h. The year expansion vehicle(s) will be placed in service;
 - i. Estimated cost of expansion vehicle(s) (unit cost or total by subfleet), with annual escalation rates clearly portrayed;
 - j. Expansion vehicle(s): source(s) and amount of funding, identifying funds that have been secured (programmed, allocated or received) and funds that have not been secured, with annual escalation rates clearly portrayed;
 - k. Vehicle type;
 - l. Mode of power;
 - m. Has rehabilitation of the vehicle(s) been performed or is it planned;
 - n. Total number of vehicles in non-revenue fleet.

Operators with non-revenue vehicles which are not proposed for replacement with regionally programmed funds may choose to provide less detailed information.

(Item “g” is also a requirement for Mini-SRTPs, but is reduced in scope. See section on Scope of Mini-SRTPs.)

- C. Major Facilities Replacement, Rehabilitation, Upgrade, and Expansion projects of the types listed below. Identify the locations of new or expanded facilities. Provide project budget, including costs, sources of funds and amounts from each source, identifying funds that have

been programmed, allocated or received, and funds that have not been secured. Separately describe security projects. Specify if replacement and rehabilitation of facilities and equipment results in an asset that differs from the existing asset, and how it differs.

1. Administrative;
2. Maintenance and Fueling;
3. Vehicle/Vessel Storage/Staging;
4. Park-and-Ride;
5. Stations and Stops;
6. Right-of-Way, Track, or Guideway;
7. Bicycle Facilities (e.g., lockers).

D. Tools and Equipment: Replacement and/or Upgrade. Discuss current and/or proposed projects. Combine projects into a lump sum and indicate costs, sources of funds and amounts.

7. Other Requirements

A. Provide the following information on expansion projects included in MTC Resolution No. 3434:

1. Portray the project's current capital cost, providing explanation where costs differ from the portrayal in MTC Resolution No. 3434.
2. Capital Funding:
 - a. Discuss and describe secured funding, including fund programming and/or allocation actions, conditions imposed on the use of funds, fund sources and amounts;
 - b. Explain any changes in secured or anticipated funding, providing explanation where funding differs from the portrayal in MTC Resolution No. 3434;
 - c. Portray and discuss the project's cash flow needs, including any anticipated difficulties, and approved or anticipated decisions on bond financing.
3. Project Schedule. Provide the most current schedule for the project, showing key milestones completed, and anticipated milestone completion dates.
4. Operating Costs. Provide operating expense and revenue projections (including sources of funds).
5. Discuss any activities related to changes in land use planned or anticipated in association with the project, including:
 - a. Participation in the development of local land use policies;
 - b. Policies and/or planning pertaining to, and/or development adjacent to transit stations;
 - c. Descriptions of land that the transit agency currently owns or controls adjacent to transit stop/stations (use a map if desired to show locations).

6. Discuss any current or anticipated policy, planning, funding or operating issues associated with the project, not reflected in responses to items 1 through 5, above.
- B. Describe the agency's public outreach and involvement process relative to environmental justice goals. Describe the most recent outcomes from this process.
- C. In the event the operator intends to use FTA section 5303 funds to contract out for the authoring of the SRTP, the MTC SRTP Program Manager must review the description or scope of work before publication of the RFP. In addition, the SRTP Program Manager is to be invited to participate in or at least observe the consultant selection for work to be performed under contract. MTC may or may not be able to actually participate in the consultant selection process, depending upon scheduling and other commitments, but transit operators are to extend the invitation in a timely manner.

SCOPE OF MINI-SRTPs

The Mini-SRTP is an abbreviated version of the Full SRTP, and shall be a series of spreadsheets, supported as necessary by brief narratives. The Mini-SRTP shall include at least the following information:

1. **Title Page** – same as Scope of Full SRTP, item 1, Title Page
2. **Evaluation of Key Performance Measures, Service Factors, and Patronage**
 - A. Evaluate key systemwide performance measures against current service standards. At a minimum, evaluate performance measures relating to effectiveness and efficiency. Key performance measures could include passengers per revenue vehicle hour, passengers per revenue vehicle miles, percent of capacity used, revenue to total vehicle hours, operating cost per revenue vehicle hour, operating cost per passenger, and on-time performance. Where the evaluation identifies deviations from service standards, describe proposed remedies, including service expansion and/or contraction. Use narrative, tables and other graphic formats as warranted. (Similar to Scope of Full SRTP, Service and System Evaluation section, item 4.A.)
 - B. Provide a three-year retrospective of revenue service hours, revenue service miles, and patronage. Evaluate and discuss significant changes. (Same as Scope of Full SRTP, Service and System Evaluation, item 4.B.)
3. **Service Plan** – same as Scope of Full SRTP, Operations Plan, item 5.A.5
4. **Operations Budget** – same as Scope of Full SRTP, Operations Budget, item 5.B
5. **Fleet Inventory Update**
 - A. Revenue Vehicle/Vessel Replacement – same as Scope of Full SRTP, Capital Improvement Program, item A.5
 - B. Revenue Vehicle/Vessel Rehabilitation – same as Scope of Full SRTP, Capital Improvement Program, item A.6
 - C. Revenue Vehicle/Vessel Expansion – same as Scope of Full SRTP, Capital Improvement Program, item A.7

- D. Non-Revenue Vehicle/Vessel Replacement – Use tabular or other graphic format to show the number of vehicles per year that are proposed for replacement with regionally programmed funds. (Similar to Scope of Full SRTP, Capital Improvement Program, item B.2.g.)

SCHEDULE AND TRANSMITTAL

1. Submit two hard copies and an electronic copy of draft Full or Mini-SRTPs to MTC staff for review according to the schedule below. Electronic copies may be provided in PDF format, but all spreadsheets must also be provided in MS Excel.
2. Submit eight (8) hard copies and an electronic copy of final Full or Mini-SRTPs to MTC according to the schedule below. Electronic copies may be provided in PDF format, but all spreadsheets must also be provided in MS Excel.

Deliverable

Delivery Dates

Draft FY 2013-2022 Full SRTP
Final FY 2013-2022 Full SRTP

TBD
TBD

MTC staff and the transit operators will agree to a schedule once counties and operators have been selected.

An operator at its discretion may choose to submit a Full SRTP for any year when a Mini-SRTP is due.

REQUIRED APPROVALS

The operator's governing body must adopt Full SRTP and any Mini-SRTP containing policy changes from the latest board-approved SRTP. Mini-SRTPs with no policy changes may be adopted or approved by the operator's General Manager.

REVISIONS TO THESE GUIDELINES

Minor modifications to these guidelines may be approved by the Programming and Allocations Committee.

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DRAFT

SCOPE OF WORK
For
Addressing Mobility Needs for People with Disabilities in Solano County

Purpose:

The specific purpose is to develop an enhanced coordinated analysis in addressing Mobility Needs for People with Disabilities in Solano County in a cost effective manner. Some of the areas of analysis will include the Intercity Taxi Scrip Program, non-profit partnerships, and a program that assist paratransit users that are able to transfer to fixed route. The specific analysis will be consistent with the recommendations contained in the Solano Transportation Study for Seniors and People with Disabilities which is currently in draft form and scheduled to be adopted by the STA Board in December.

The Solano County Transportation Study for Seniors and People with Disabilities was developed to address the mobility needs of the rapidly growing senior and disabled population in the County. In 2004, Solano County undertook a study of elderly and disabled residents in order to plan transportation systems to meet the needs of these populations. This study is an update to the previous 2004 study, and presents Nelson\Nygaard's analysis of the transportation barriers faced by these communities and provides strategies for addressing these barriers. The report is organized as follows:

- Review of the 2004 recommendations and steps made toward implementation
- Demographic trends of seniors and people with disabilities
- Transportation resources currently available
- A review of findings from recent relevant studies
- Community perspectives on transportation gaps
- Potential strategies to address these gaps
- Implementation Plan

Tasks:

- 1. Confirm Project Goals and Finalize Scope of Services and Work Plan**
- 2. Identify Existing Transportation Services and Programs for People with Disabilities**
 - a. Identify and compile all public transit services and programs accessible to ADA paratransit user in Solano County such as (fixed-route, paratransit services, and taxi scrip programs)
 - b. Identify and describe non-public transit services such as (airporters, employer shuttles, volunteer driver programs, Non-Profits etc.) and whether they are wheel chair accessible
 - c. Develop strategies to create partnerships with private and non-profit
 - d. Identify Funding Structure
- 3. Summarize the progress of implementation of Intercity Taxi Scrip Program**
 - a. Phase I – Intercity Taxi Scrip for Ambulatory
 - b. Phase II – Intercity Taxi Scrip for Non-Ambulatory
 - c. Phase III – Local Taxi Scrip for Ambulatory and Non-Ambulatory

- 4. Review and analysis existing programs that assist Paratransit users that are potential candidates to be transfer to fixed route.**
 - a. Develop or recommend a program specifically for Solano County
 - b. Identify problems and recommend solutions
 - c. Develop a budget to administer this program

- 5. Final Study**
 - a. Finalize the report incorporating input from committee review of draft study
 - b. Prepare the report for electronic and hard copy distribution.

DRAFT

SCOPE OF WORK
for
Solano
I-80/I-680/I-780/SR 12 Transit Corridor Study Update

Purpose:

The STA completed the first Solano Comprehensive Transportation Plan (CTP) in May 2002. The CTP provides the basis for a long range, multi-modal transportation plan for Highways and local roads, Transit, and Alternative Modes in Solano County. The CTP's Transit Element recommended a further study to focus on freeway transit corridor services. The first I-80/I-680/I-780 Transit Corridor Study was completed in July 2004. A similar study of transit service on SR 12 was completed in 2006. The CTP is currently being updated and an update of the Freeway Transit Corridor Study would complement this effort.

An I-80/I-680/I-780/Hwy 12 Transit Corridor Study is to be developed to provide implementation recommendations that will be incorporated into or provide data for: 1.) future updates of the CTP Transit Element, 2.) Solano County transit providers' short- and long-range transit plans, 3.) prioritizing existing and new funding revenues for intercity transit services, and 4) prioritizing existing and new capital projects and programs that support freeway corridor transit services. In addition, this study was included as part of the STA's Overall Work Program.

Tasks:

- 1. Confirm Project Goals and Finalize Scope of Services and Work Plan**
- 2. Identify Existing I-80/I-680/I-780/Hwy 12 Corridor Transit Services and their Performance**
 - a. Review and compile all data concerning the existing fixed-route and paratransit freeway/highway transit corridor services: operators, route descriptions, service hours/miles, costs, farebox recovery, ridership, etc. for current service and for the past 5-10 years;
 - b. Identify funding structure for the routes;
 - c. Describe non-public transit corridor services as much as possible (private sector buses, airporters, employer shuttles, etc.)
- 3. Summarize progress of implementation of 2004 I-80/I-680/I-780 Transit Corridor Study and SR 12 Transit Study recommendations.**
 - a. Identify transit services maintained, added, modified, or deleted.
 - b. Identify capital projects that support freeway transit routes, (such as intermodal stations, high occupancy vehicle lanes, park and rides, maintenance facilities) and document any additions or modifications since the previous study.
- 4. Review relevant studies and related programs including, but not exclusive to:**
 - 2000 and 2010 U.S. Census data, regional transit corridor studies, Solano and neighboring jurisdictions' Short Range Transit Plans (SRTPs), Solano Transit Ridership Surveys, Commute Profile, Unmet Transit Needs hearing comments, Transit Comment Card summaries (STA and

other), freeway/highway operations studies, Transit Consolidation study, Community Based Transportation Plans, Senior and Disabled Transportation Plan, regional Clipper Program, Transit Connectivity, Transit Sustainability, and other information

5. Travel demand:

- a. Identify key transit trip generators and attracters in freeway corridors.
- b. Identify existing and projected intercity transit demand from 2010 to 2030 utilizing the Solano Napa Countywide Travel Demand Model.

6. Identify Planned Solano Intercity Services and capital for providing freeway corridor transit mobility

- Inventory public transit services (fixed-route, paratransit, taxi, and related programs) identified in Short Range Transit Plans and other planning documents as well as outreach to transit operators and STA TAC members.
- Conduct survey if needed.

7. Prioritize Transit Corridor Needs and Strategies

- Present existing and projected demand for intercity transit services and existing and planned services
- Identify potential service, capital and related program solutions
- Prioritize needs and preliminary potential solutions
- Identify cost and implementation issues associated with solutions

8. Public Outreach

- Present findings and seek input from Transit Consortium, and STA Board Transit Committee and 2-3 public meetings
- Organize and facilitate public meetings and prepare meeting summaries

6. Draft Study

- Present the existing services, programs, and capital demand data and services inventory.
- Present to committees and input process
- Present transit and travel demand needs and strategies
- Develop a 25 year Implementation Plan, with five year increments which will include a funding plan
- Organize and facilitate at least four presentations on the Draft Plan and obtain input from various groups in Solano County as well as the STA Transit Committee prior to the STA Board.

7. Final Study

- Finalize the report incorporating input from public and committee review of draft study
- Prepare the report for electronic and hard copy distribution.



DATE: November 7, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Federal Transit Administration (FTA) Non-Urbanized Area Program

Background:

The Federal Transit Administration (FTA) Nonurbanized Area Formula Program (Section 5311) makes funding available to each state for public transportation projects in nonurbanized areas. Eligible applicants include public agencies, non-profits agencies, and American Indian tribes. The Metropolitan Transportation Commission (MTC) annually develops regional program of projects for submittal to Caltrans. Caltrans then submits a statewide program to FTA for approval.

During the Fiscal Year (FY) 2010 and FY 2011 funding cycles, there was an unprecedented demand for the Section 5311 funds. As a result of transit operator feedback during those funding cycles, MTC staff, in consultation with interested transit providers, evaluated the Section 5311 Objectives and Criteria and is proposing revisions with the goal of providing a reliable level of funding to transit operators each year based on population and service in nonurbanized areas (Attachment A).

Discussion:

MTC staff recommended to replace the existing priority ranking system with a formula distribution based on 50% nonurbanized area population served (i.e., according to the number of nonurbanized area residents that live within three-quarters of a mile of the operators' transit stops) and 50% according to the number of route miles provided in the nonurbanized area.

MTC staff also recommended and the Commission approved providing a target programming amount for all of Solano County, including the Dixon, Fairfield and Suisun Transit, Rio Vista, SolTrans (Vallejo Transit/Benicia Breeze), and Vacaville amounts with these funds to be allocated by the STA Board. STA will work with those operators to determine individual shares and allocations. Overall, this represents 20% of the region's shares. Based on the 5311 funding available to the region last year, STA's share of 20% is estimated to be \$245,000. Discussion with the Consortium for these funds will occur in the January/February timeframe.

The STA also administers the Lifeline Program, State Transit Assistance Funds (STAF) in Population Base and Regional Paratransit, and Population Base for Proposition 1B. In addition, Solano County will be allocating all its Transportation Development Act (TDA) funds to transit beginning FY 2012-13.

Recommendation:

Informational.

Attachments:

- A. FTA Section 5311 Nonurbanized Area Formula Program – Funding Objectives and Criteria
- B. Solano County Funding Opportunities Draft

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Metropolitan Transportation Commission Programming and Allocations Committee

November 9, 2011

Item Number 4a

MTC Resolution No. 4036

Subject: FTA Section 5311 Nonurbanized Area Formula Program – Funding Objectives and Criteria

Background: The Federal Transit Administration (FTA) Nonurbanized Area Formula Program (Section 5311) makes funding available to each state for public transportation projects in nonurbanized areas. Eligible applicants include public agencies, non-profit agencies, and American Indian tribes.

MTC annually develops a regional Program of Projects for submittal to Caltrans. Caltrans then submits a statewide program to FTA for approval.

During the FY2010 and FY2011 funding cycles, there was unprecedented demand for the Section 5311 funds. As a result of transit operator feedback during those funding cycles, MTC staff, in consultation with interested transportation providers, evaluated the Section 5311 Objectives and Criteria and is proposing revisions with the goal of providing a reliable level of funding to transit operators each year based on population and service in nonurbanized areas. The following are the major changes that are proposed:

Distribute funds by formula (with policy guidelines)

Staff proposes to replace the existing priority ranking system with a formula distribution based on 50% nonurbanized area population served (i.e., according to the number of nonurbanized area residents that live within three-quarters of a mile of the operators' transit stops) and 50% according to the number of route miles provided in the nonurbanized area.

According to state and federal guidelines, a competitive process is not required for the 5311 program. In addition, research indicated that a formula approach is common practice in other regions of California, including Sacramento, Riverside, Kern and San Bernardino counties.

A formula program would allow operators to plan for their annual allocations in advance, compared to the relative uncertainty of the current discretionary-based process. The formula approach is generally supported by the transit operators.

The following policies are proposed to accompany the formula system:

- (a) Require recipients to prioritize the replacement of capital equipment. If recipients request funds for operations, they will be required to submit documentation explaining why the funds are not needed for basic capital. This is consistent with the current 5311 policy, which identifies capital replacement as the highest priority.
- (b) If an operator does not want to participate in the 5311 program (e.g., if the operator's 5311 share is so small that the administrative effort required to apply for and report on the funds outweighs the benefits to

the operator), then they will not submit Section 5311 project justification sheets, and MTC will not program any funds to that operator.

The table below shows the percentages to be used in the proposed formula and notes which operators have not historically requested FTA Section 5311 funds.

Per the request of the Solano Transportation Authority (STA), MTC staff recommends providing a target programming amount for all of Solano County, including the Dixon, Fairfield and Suisun Transit, Rio Vista, SolTrans (Vallejo Transit/Benicia Breeze), and Vacaville amounts. STA will work with those operators to determine individual shares (see Attachment 1).

FTA Section 5311 Proposed Formula Distribution*

Transit Operator	Combined Population & Route Miles Percentage	Note
AC Transit	7%	**
CCCTA	3%	**
LAVTA	3%	
Marin County Total	11%	
<i>Marin Transit (Local Service)</i>	8%	
<i>West Marin Stagecoach</i>	2%	
NCTPA	12%	
Petaluma Transit	1%	**
SamTrans	8%	
Santa Clara VTA	7%	
Santa Rosa CityBus	1%	**
Solano Transportation Authority	20%	
<i>Dixon</i>	5%	
<i>Fairfield and Suisun Transit</i>	9%	
<i>Rio Vista</i>	4%	
<i>Vallejo Transit/Benicia Breeze</i>	2%	
<i>Vacaville City Coach</i>	1%	
Sonoma County Transit	21%	
TriDelta Transit	5%	**
Union City Transit	1%	**
WestCAT	1%	**
Total	100%	

* This distribution does not include the proposed minimum award adjustments for FY2012 and FY2013.

** Operators that have not historically requested FTA Section 5311 funds.

Minimum award during a transition period

Some transit operators will receive significantly less funding under a formula program than they have in recent years with the priority ranking system. To cushion this impact, staff recommends that during the first two years of the new formula-based policy, recent 5311 recipients (i.e., those

that received funds in FY2007 through FY2011) would receive the following minimum awards:

- In the FY2012 Grant Cycle, transit operators will receive no less than 80 percent of their average award during the FY2007 through FY2011 period
- In the FY2013 Grant Cycle, transit operators will receive no less than 40 percent of their average award during the FY2007 through FY2011 period

Following FY2013, the minimum award policy would not apply and the distribution would be based solely on the proposed formula without adjustments.

Two-Year Programming Cycle

Staff proposes to issue a Call for Projects every two years, adopt a two-year program, and make annual adjustments to constrain the program to the available revenues. Each year's program will only be added to the TIP when actual revenues are apportioned by Caltrans.

If approved by the Commission, staff will use the new Funding Objectives and Criteria to program MTC's regional apportionment in the upcoming FY2012 funding cycle, which is expected to take place in late 2011 or early 2012.

Issues: None.

Recommendation: Refer MTC Resolution No. 4036 to the Commission for approval.

Attachments: Attachment 1 – Letter from Solano Transportation Authority
MTC Resolution No. 4036

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SOLANO TRANSPORTATION AUTHORITY

Member Agencies:
Benicia • Dixon • Fairfield • Rio Vista • Suisun City • Vacaville • Vallejo • Solano County

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 • Telephone (707) 424-6075 / Facsimile (707) 424-6074
Email: staplan@sta-snci.com • Website: sta.ca.gov

October 17, 2011

Kristen Mazur
Metropolitan Transportation Commission
101 Eighth Street
Oakland, CA 94607

**RE: Proposal for Solano Transportation Authority to Distribute Section 5311
Funding to Transit Operators in Solano County**

Dear Ms. Mazur:

Solano Transportation Authority (STA) is supportive of the option to distribute Section 5311 to transit operators in Solano County. Metropolitan Transportation Commission (MTC) will be distributing 5311 funds to the region using a formula and has proposed an option for the STA to decide how Solano County's 5311 share be distributed on an annual basis. This method would allow more flexibility at the local level.

In Solano County, there are currently four transit operating receiving Section 5311 funding; Fairfield, Dixon, Rio Vista and Vallejo. The County of Solano operates an ADA Paratransit service in the rural area of Solano County and may also be eligible for 5311 funding. The STA Board includes representatives from all five jurisdictions potentially eligible to apply for and receive 5311 funds. With potentially five operators eligible for Section 5311 funding, the STA recommends the distribution of funding be allocated to STA to allow the flexibility to address the changing needs of the transit operators and transit service in Solano County.

The two small operators, Fairfield and Vallejo are eligible for Transit Capital Priorities (TCP) funds and receive funding from Section 5307. The two rural operators Dixon and the Rio Vista are not eligible for 5307, this 5311 funds is a critical revenue source for their capital and operating expenses. For instance, Rio Vista and Dixon use 5311 for bus replacement, they will not have any 5311 funding for operating assistance in the same year. Currently, Rio Vista relies on 5311 funding to cover 28% of their operating budget and Dixon relies on 9%. This potential issue should be addressed at the local level.

If you have any questions or need additional information, please contact Liz Niedziela, STA's Transit Program Analyst/Manager at (707) 399-3217.

Sincerely,



Daryl K. Halls
Executive Director

Cc: Supervisor James P. Sperring, MTC Commissioner
STA Board Members
Ann Flemer, Deputy Executive Director, MTC
Alix Bockelman, Programming and Allocations Director, MTC
STA TAC Members
SolanoExpress Transit Consortium Members

Date: November 16, 2011
W.I.: 1512
Referred By: PAC

ABSTRACT

Resolution No. 4036

This resolution adopts the Federal Transit Administration (FTA) Section 5311 Nonurbanized Area Formula Program Funding Objectives and Criteria for the San Francisco Bay Area.

The resolution includes the following attachment:

Attachment A - FTA Section 5311 Nonurbanized Area Formula Program Funding Objectives and Criteria for the San Francisco Bay Area

Further discussion of this action is contained in the MTC Programming and Allocations Committee Summary sheet dated November 9, 2011.

Date: November 16, 2011
W.I.: 1512
Referred By: PAC

Re: Federal Transit Administration (FTA) Section 5311 Nonurbanized Area Formula Program Funding Objectives and Criteria for the San Francisco Bay Area

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4036

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code sections 66500 et. seq.; and

WHEREAS, MTC is the designated metropolitan planning organization (MPO) for the nine-county San Francisco Bay Area; and

WHEREAS, the U.S. Department of Transportation (DOT) has adopted rules and regulations (23 CFR 450 and CFR 613) which require that the MPO, in cooperation with the state and publicly-owned operators of mass transportation services, carry on a continuing, cooperative and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area, as a condition to the receipt of federal capital or operating assistance; and

WHEREAS, Section 5311 Title 49 of the United States Code (formerly Section 18 of the Federal Transit Act (FTA) provides a formula grant program for public transportation projects in areas other than urbanized areas (49 U.S.C. Section 5311); and

WHEREAS, MTC has developed, in consultation with interested transportation providers, the FTA Section 5311 Nonurbanized Area Formula Program Funding Objectives and Criteria for the San Francisco Bay Area, attached hereto as Attachment A, and incorporated herein as though set forth at length; now, therefore, be it

RESOLVED, that MTC adopts the FTA Section 5311 Nonurbanized Area Formula Program Funding Objectives and Criteria for the San Francisco Bay Area as provided in Attachment A; and be it further

RESOLVED, that MTC will use these funding objectives and criteria to program MTC's regional apportionment of FTA Section 5311 Nonurbanized Area Formula Program funds; and be it further

RESOLVED, that the Executive Director of MTC shall forward a copy of this Resolution, and such other information as may be required, to such other agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

Adrienne J. Tissier, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on November 16, 2011.

Date: November 16, 2011
W.I.: 1512
Referred By: PAC

Attachment A
Resolution No. 4036
Page 1 of 5

**FTA Section 5311 Nonurbanized Area Formula Program
Funding Objectives and Criteria
for the San Francisco Bay Area
Metropolitan Transportation Commission**

I. Funding Principles for the Section 5311 Program

The funding principles are intended to guide our funding decisions and establish the basis for developing the programming process. The funding principles for the Section 5311 program are as follows:

1. *Maintain existing needed transit services:* MTC dedicates capital and operating funds for essential projects and programs in an effort to maintain needed existing transit services.
2. *Provide a reliable, equitable and flexible program:* MTC will use a formula distribution system in an effort to provide a reliable and equitable level of funding to transit operators each year. Policy guidelines will accompany the formula in order to give operators flexibility in selecting projects that are consistent with regional priorities.
3. *Fund basic capital requirements:* MTC will require recipients to prioritize the replacement of capital equipment. If recipients request funds for operations, they will be required to submit documentation explaining why the funds are not needed for basic capital.
4. *Maintain a multi-year program of projects:* In order to foster planning it is important that MTC continue to program projects on a multi-year basis, within the constraints of available federal funding programs and subject to changes within those programs. Whenever possible, MTC will adopt a two-year program, with annual adjustments to constrain the program to the available revenues. Each year's program will only be added to the TIP when actual revenues are apportioned by Caltrans.
5. *Maintain Timely Use of Funds Policy:* The Caltrans policy requires that all FTA Section 5311 funds be obligated within two years of programming or the funds will be lost to the region. In order to avoid lost funds to the region, MTC reserves the right to only program funds to those agencies that have submitted their prior year's 5311 application and quarterly reports to Caltrans satisfactorily and in a timely manner.

II. Funding Formula, Policy Guidelines and Screening Criteria

A. Funding Formula

Funds will be distributed to transit operators according to each operator’s nonurbanized area population and nonurbanized area route miles. The formula will distribute half of the funds according to the nonurbanized area population served (i.e., according to the number of nonurbanized area residents that live within three-quarters of a mile of the operators’ transit stops) and the other half of the funds according to the number of route miles provided in the nonurbanized area. The table below shows the formula distribution. Population data for the proposed formula is based on the 2000 Census.

FTA Section 5311 Formula Distribution¹

Transit Operator	Non UA Population (2000) within 3/4-mile of transit stops		Non UA Route Miles		Combined Population and Route Miles
	Population	Percentage	Miles	Percentage	Percentage
AC Transit	23,057	9%	250	5%	7%
CCCTA	10,827	4%	70	1%	3%
LAVTA	8,028	3%	116	2%	3%
Marin County Total	16,401	7%	765	15%	11%
<i>Marin Transit (Local Service)</i>	9,722	4%	659	13%	8%
<i>West Marin Stagecoach</i>	6,679	3%	106	2%	2%
NCTPA	20,668	8%	831	17%	12%
Petaluma Transit	2,953	1%	10	0%	1%
SamTrans	22,412	9%	344	7%	8%
Santa Clara VTA	20,174	8%	307	6%	7%
Santa Rosa CityBus	4,143	2%	2	0%	1%
Solano Transportation Authority ²	44,090	18%	1075	21%	20%
Sonoma County Transit	55,337	22%	986	20%	21%
TriDelta Transit	15,623	6%	222	4%	5%
Union City Transit	2,673	1%	4	0%	1%
WestCAT	3,745	1%	45	1%	1%
Total	250,131	100%	5,026	100%	100%

¹ Note: This distribution does not include the proposed minimum award adjustments for FY2012 and FY2013.

² The Solano Transportation Authority amount is the sum of the Dixon, Fairfield and Suisun Transit, Rio Vista Delta Breeze, SolTrans (Vallejo Transit & Benicia Breeze), and Vacaville amounts. The Solano Transportation Authority (STA) will work with these operators to determine individual shares.

B. Policy Guidelines

The following policies will accompany the formula system:

1. *Capital Priority.* Recipients will be required to prioritize the replacement of capital equipment, with top priority for capital assets needed to maintain needed existing transit services. If recipients request funds for operations, they will be required to submit documentation explaining why the funds are not needed to maintain or replace capital equipment. Furthermore, if recipients request funds for operations expansions,

they will be required to submit documentation explaining why the funds are not needed to maintain existing transit operations.

2. *Project Justification Sheets.* MTC will program funds only to those operators who submit Section 5311 project justification sheets during the Call for Projects. The Section 5311 project justification sheets will contain basic project information, including project title, brief project description, project type, contact information, total project cost, local match amount and funding source, prior programming information (if the project is already included in the TIP), screening criteria, and, for operations requests, an explanation of why the funds are not needed for basic capital. If an operator does not want to participate in the 5311 program (e.g., if the operator's 5311 share is so small that the administrative effort required to apply for and report on the funds outweighs the benefits to the operator), then they will not submit Section 5311 project justification sheets, and MTC will not program any funds to that operator.
3. *Minimum award during a transition period.* During the first two years of the new formula-based policy, recent 5311 recipients (e.g., those who received funds in FY2007 through FY2011) will receive the following minimum awards:
 - (a) In the **FY2012** Grant Cycle, transit operators who received 5311 funds in FY2007 through FY2011 will receive no less than **80 percent** of their average award during the FY2007 through FY2011 period
 - (b) In the **FY2013** Grant Cycle, transit operators who received 5311 funds in FY2007 through FY2011 will receive no less than **40 percent** of their average award during the FY2007 through FY2011 period

C. Project Screening Criteria

The project screening criteria are intended to eliminate projects that do not meet minimum program standards. MTC will review each applicant's Project Justification Sheets to ensure that each project proposed for the Section 5311 program of projects meets the following criteria:

1. *Availability to the general public.* Section 5311- funded services may be designed to maximize use by members of the general public who are transportation disadvantaged persons, including elderly and disabled persons, however such services should be open to the general public, or part of an array of public transit services, such as ADA complementary services.
2. *Identified local match.* The applicant must identify a funding source for the minimum required local match. The minimum local match is 44.67% for operations projects, and 11.47% for capital projects.

3. *Identified and documented need for a project.* The need for a particular project must be adequately documented and justified on the Section 5311 project justification sheets (e.g., if an operator is requesting funds to replace a vehicle, the existing vehicle to be replaced must meet the asset replacement age). If the applicant prepares a Short Range Transit Plan (SRTP), the project should be identified and justified in the plan.
4. *Project readiness.* The applicant must be prepared to submit an application for the project and be ready to implement/construct the project in the year indicated in the program of projects. If funds for a project are not applied for in the year they are programmed, future programming of federal funds for that project and applicant could be jeopardized.
5. *Consistency with Regional Transportation Plan (RTP).* The applicant must confirm that the project is consistent with the region's Long Range Plan in effect at the time of the application.

III. Fund Programming and Project Review Process

The steps in developing the region's Section 5311 program of projects are outlined as follows.

MTC will issue a Call for Projects every two years, and will adopt a two-year program. MTC will make annual adjustments to constrain the program to the available revenues. Each year's program will only be added to the TIP when actual revenues are apportioned by Caltrans.

A. Call for Projects Year (first year of two-year program)

- MTC receives estimate of available Section 5311 funding for the first program year from Caltrans. MTC will estimate the amount of Section 5311 funding available for the second program year.
- MTC uses the funding formula to estimate the amount of Section 5311 funds available to each transit operator, based on the assumption that all eligible operators will submit proposed projects.
- MTC notifies all potential Section 5311 applicants of the amount of Section 5311 funds available, including fund estimates by transit operator, and requests that projects be proposed (in project justification sheets) for the program of projects.
- For each proposed project, applicants complete and submit Section 5311 Project Justification Sheets to MTC.
- MTC staff reviews proposed projects and develops a preliminary program of projects. If there are remaining Section 5311 funds (i.e., if some eligible operators did not submit Project Justification Sheets), MTC will use the funding formula to distribute the

remaining balance to the operators that proposed projects. MTC will confer with applicants to finalize the program of projects.

- The program of projects is presented to and considered by MTC's Programming and Allocations Committee.
- If approved by the Committee, the program of projects is presented to and considered by MTC's full Commission and upon approval is forwarded to Caltrans.
- When actual revenues are apportioned by Caltrans, MTC will make adjustments (if needed) to constrain the program to the available revenues and add the first year projects to the Transportation Improvement Program (TIP)

B. Adjustment year (second year of two-year program)

- MTC receives estimate of available Section 5311 funding for the second program year from Caltrans.
- MTC will make adjustments (if needed) to constrain the program to the available revenues. Staff will confer with operators if adjustments are needed.
- If there are changes to a project in the current program (e.g., scope of project, costs, etc.), a revised project justification sheet should be completed and sent to MTC.
- The revised program of projects is presented to and considered by MTC's Programming and Allocations Committee.
- The revised program of projects is presented to and considered by MTC's full Commission and upon approval is forwarded to Caltrans.
- MTC will add the second year projects to the Transportation Improvement Program (TIP).

In any year, operators are responsible for submitting their own applications to Caltrans. MTC will assist with the Regional Agency/Transportation Planning Agency (TPA) Certifications and Assurances as needed.

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STA and Solano County Administered Funding

Funding	Type	Type of Projects Funded	Available Funding	Who is Eligible	Admin by	Purpose
Lifeline STAF Two-Year Programming	Transit Capital and Operating	Operating Assistance for SolTrans Route 85, Route 1; Dixon Read-Ride, FAST Route 30	\$1,370,346	Transit Operators and Private non-profit if they partner with a Transit Operator	STA	To fund projects that result in improved mobility for low-income residents as identified in the Community-Based Transportation Plan
Lifeline Prop 1B Three-Year Programming	Transit Capital for public transportation purposes	Bus Shelters, Bus Replacement	\$1,547,328	Transit Operators that are eligible to receive STA funds listed by State Controller	STA	To advance State's goal of providing mobility choices for all residents, reducing congestion and protecting the environment
Lifeline STP One-Year Available 2013	Transit Capital (including bike and pedestrian facilities) and planning	New Funding for Lifeline	\$521,368	Transit Operators, Private Non-Profit, State or local government authority	MTC	To fund projects on any public road, transit capital projects, intercity bus terminal and facilities
STAF Regional Paratransit	Operating, Capital, Planning and Mobility Management	Faith in Action, Intercity Taxi Scrip, Studies	TBD	Transit Operators and Private non-profit if they partner with a Transit Operator	STA	Assisting in meeting the transportation needs of seniors and people with disabilities
FTA 5311	Transit Capital and Operating for Non-urbanized Areas	Operating Assistance for Dixon, Rio Vista, SolTrans and Vallejo. Bus replacement for Rio Vista and Dixon	~\$246,893	Transit Operators, Private Non-Profit, State or local government authority	STA	To fund projects on any public road, transit capital projects, intercity bus terminal and facilities
Solano County TDA	Transit Capital and Operating	New Program	~\$300,000	Transit Operators and Private Non-Profit	Solano County	

A1



DATE: November 7, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Lifeline Call for Projects Update

Background:

The Metropolitan Transportation Commission's (MTC) Lifeline Transportation Funding Program is intended to improve mobility for residents of low-income communities and, more specifically, to fund solutions identified through the Community Based Transportation Plans. Each community's needs are unique and will therefore require different solutions to address local circumstances. In Solano and other counties, these funds have been used to fund Welfare to Work and Community Based Transportation Planning priority projects.

MTC has delegated the management of the Lifeline Program to the Congestion Management Agencies, including the STA. The STA selects the Solano Lifeline projects for funding and submits these projects to MTC for approval. STA staff worked with MTC staff to transition the program to the STA from the issuance of the Call for Projects, establishing evaluation criteria jointly with MTC, approving projects for funding as well as monitoring and overseeing projects and programs. The STA will be administering the program with an estimated amount of \$3.4 million of Lifeline Funds provided by the MTC for Solano County over the next one to three years depending on the funding source.

The estimated amount of available from each fund source is reflected as follows:

\$1,370,346:	State Transit Assistance Funds (STAF) over two years
\$1,547,328:	Proposition 1B funds over three years
<u>\$ 521,368:</u>	<u>Surface Transportation Program (STP) over one year beginning in 2013</u>
\$3,429,042	TOTAL

Discussion:

The Lifeline Cycle 3 Program Guidelines are going to be presented to the MTC Programming and Allocations Committee (PAC) and Commission in December, rather than in November as previously anticipated. MTC staff is working to resolve a few outstanding issues and will forward more information when it becomes available. The Call for Projects is estimated to be released after PAC and Commission approval in December. Shortly after, in the January timeframe, STA will initiate discussions or issue a Call for Projects with the Consortium on the distribution of these funds which could be used in this fiscal year.

Recommendation:

Informational.

Attachment:

- A. Draft Lifeline Transportation Program Third Cycle Funding for FY 2010-11 through FY 2012-13

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**Table A – Lifeline Transportation Program
Third Cycle Funding
FY2010-11 through FY2012-13**

Fund Source	FY2011 Actual	FY2012 Estimate	FY2013 Estimate	Total
STA ¹	(Programmed in Cycle 2)	\$ 11,673,561	\$ 11,907,032	\$ 23,580,593
Prop 1B ²	\$ 46,519,967	-	-	\$ 46,519,967
JARC ³	\$ 2,562,648	\$ 2,562,648	\$ 2,562,648	\$ 7,687,944
STP ⁴	\$ -	\$ -	\$ 8,971,587	\$ 8,971,587
Total	\$ 49,082,615	\$ 14,236,209	\$ 23,441,267	\$ 86,760,091

Notes:

(1) FY2011 STA Funds were programmed in Cycle 2. The FY2011-12 STA Estimates reflect the \$413.2 million in the FY2011-12 State Budget. The FY2012-13 STA estimates assume 2% growth.

(2) FY2011 Prop 1B appropriations represent three years of funding.

(3) Consistent with federal JARC guidance, MTC may set aside five percent of the region's FY11, FY12 and FY13 apportionment to fund administration, planning and technical assistance.

(4) STP funds are available to the Lifeline Program starting in FY13, as part of MTC's "Resolution 3814 payback" being implemented in the 2nd cycle STP/CMAQ program (proposed One Bay Area Grants).

Version 10/14/11

Table B – Estimated Funding Target by Fund Source per County

County & Share of Regional Low Income Population	Total			Total
	STA ¹	JARC ²	STP ³	
Alameda 23.7%	5,599,832	2,057,418	2,130,539	9,787,789
Contra Costa 13.4%	3,162,688	1,161,993	1,203,291	5,527,972
Marin 2.6%	614,322	225,705	233,728	1,073,756
Napa 2.2%	517,245	-	196,794	714,039
San Francisco 13.1%	3,088,600	1,134,774	1,175,104	5,398,478
San Mateo 7.6%	1,786,888	656,514	679,848	3,123,250
Santa Clara 23.7%	5,593,099	1,683,524	2,127,977	9,404,600
Solano 5.8%	1,370,346	-	521,368	1,891,714
Sonoma 7.8%	1,847,573	383,619	702,937	2,934,128
MTC - Admin, Planning, Technical Assistance ²	-	384,397	-	384,397
Total 100.0%	23,580,593	7,687,943	8,971,587	40,240,123

(1) FY2011 STA Funds were programmed in Cycle 2

(2) Consistent with federal JARC guidance, MTC will set aside five percent of the region's FY11, FY12 and FY13 apportionment to fund administration, planning and technical assistance

(3) STP funds are available to the Lifeline Program starting in FY13, as part of MTC's "Resolution 3814 payback" being implemented in the 2nd cycle STP/CMAQ program (proposed One Bay Area Grants).

Version 10/14/11

**Table C – Estimated Funding Target for Prop 1B
Transit Funds per Transit Operator and County**

Transit Operator & Hybrid Formula (Share of Regional Low Income Ridership & Share of Regional Low Income Population) ²	Prop 1B ¹
AC Transit 18.1%	8,403,487
BART 17.6%	8,173,010
County Connection (CCCTA) 1.0%	484,534
Golden Gate Transit/Marin Transit 3.2%	1,477,729
Wheels (LAVTA) 0.5%	240,910
Muni (SFMTA) 25.2%	11,723,430
SamTrans 4.9%	2,272,697
Tri Delta Transit (ECCTA) 0.7%	327,019
VINE (NCTPA) 1.3%	597,647
VTA 19.7%	9,186,049
WestCat (WCCTA) 0.3%	147,335
Solano County Operators 3.3%	1,547,328
Sonoma County Operators 4.2%	1,938,791
Total 100.0%	46,519,967

(1) FY2011 Prop 1B appropriations represent three years of funding.

(2) Only transit operators who have previously received Proposition 1B funds are included in the formula distribution

Version 10/14/11



DATE: November 8, 2011
TO: Solano Express Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12 Update

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the Regional Transportation Planning Agency (RTPA) that all reasonable unmet transit needs have been met.

Solano County is the only county in the Bay Area that has a local jurisdiction using TDA funds for streets and roads. For FY 2010-11, the County of Solano was the only jurisdiction that used TDA funds for streets and roads.

When MTC took final action on the FY 2009-10 Unmet Transit Needs process and concluded that there were no reasonable unmet transit needs, they also took action that directed Rio Vista and the County of Solano to develop a TDA phase out plan. Since MTC took this action, MTC and STA have met with both Rio Vista and County of Solano to discuss the TDA phase out plan. As a result of this, in February 2010 Rio Vista City Council took action directing that Rio Vista no longer use TDA funds for streets and roads beginning FY 2010-11. A strategy to phase the County of Solano out of the Unmet Needs process was approved by the STA Board April 14, 2010. The County of Solano will no longer be claiming funding for streets and roads after FY 2011-12. Therefore, the Unmet Transit Needs process was still required for one final time to allow Solano County to claim TDA for streets and roads in FY 2011-12.

The Unmet Transit Needs Hearing was held on Thursday, December 2, 2010 at 6:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers. Based on comments raised at the hearing and the received written comments, MTC staff then selected pertinent comments for Solano County's local jurisdictions for response. The STA coordinated with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. In evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

Discussion:

MTC has summarized the key issues of concern and forwarded them to the STA (Attachment A). The STA staff forwarded a worksheet to each transit operators that identified the issues specific to their operators for a response. The STA staff continues to work with the transit operators to address the issues and coordinate a response to MTC.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs will allow MTC to process the streets and road element of the TDA claims from the County of Solano. For FY 2012, the County’s TDA claim for local streets and roads will be held by MTC until this process is completed.

As FY 2011-12 will be the last year the County of Solano uses TDA for streets and roads, the Unmet Needs process will no longer be required in Solano County since no jurisdiction will be using TDA funds for streets and roads.

The following is the draft revised schedule.

Schedule to Submit Response to MTC	
April 18, 2011	Assign the questions to the Transit Operators.
May 19, 2011	Present issues to the PCC
December 2, 2011	Extended Deadline for Transit Operators to provide responses to STA.
December 28, 2011	Consortium and TAC review and approve responses.
January 11, 2011	STA Board review and approval.
January 12, 2012	Submit responses to MTC.
January 19, 2012	Present response to issues to the PCC
February 8, 2012	Responses are submitted for approval to the Programming and Allocations Committee at MTC.

The streets and roads portion of the County of Solano TDA claim will be processed once the Unmet Needs process is complete.

Recommendation:

Informational.

Attachment:

- A. MTC March 31, 2011 letter summarizing FY 2011-12 Unmet Transit Needs



METROPOLITAN
TRANSPORTATION
COMMISSION

Attachment A

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
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March 31, 2011

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SOLANO TRANSPORTATION
AUTHORITY

Adrienne J. Tissier, Chair
San Mateo County

Amy Rein Worth, Vice Chair
Cities of Contra Costa County

Tom Azumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Dave Cortese
Santa Clara County

Bill Doudl
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Sam Liccardo
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Jake Mackenzie
Sonoma County and Cities

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Varancy
City and County of San Francisco

Steve Haminger
Executive Director

Ann Flemer
Deputy Executive Director, Policy

Andrew B. Premier
Deputy Executive Director, Operations

Mr. Daryl Halls
Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

Dear Mr. Halls:

I have reviewed the transcript of the comments received at the Solano County Unmet Transit Needs public hearing held on December 2, 2010, and also reviewed comments contained in correspondence received by MTC during the public comment period. As you know, the recently concluded unmet transit needs public participation process pertains to FY 2011-12 Transportation Development Act (TDA) fund allocations for streets and roads purposes.

Enclosed with this letter is a copy of the transcript of the public hearing, and copies of all correspondence received by MTC as a result of the public participation in the Solano County Unmet Transit Needs process. These materials encompass all comments received by MTC.

Unmet transit needs pertain to the levels and locations of service, fare and transfer policies, and matters related to transit facilities (e.g. bike racks, bus stops) and transit safety. In addition, unmet transit needs include requirements of the Americans with Disabilities Act and the provision of welfare-to-work public transit. The purpose of this hearing, set forth by statutes, is to ascertain those reasonable transit needs not being met by current service in Solano County. Several of the comments made at the hearing or received by MTC are deemed to be minor or are not relevant to specific transit service and the use of TDA funding.

Listed below are the preliminary issues that were raised as part of this year's Solano County Unmet Transit Needs process.

Vallejo

Service Design

- Lack of Glen Cove service;
- Run bus on Hwy. 37 from Vallejo to San Rafael;
- Keep current schedule and lines for the 78 and 76 buses; and
- Route 5 is important for students to get to the Vallejo campus.

Operational and Scheduling Issues

- Better coordination between drivers and dispatchers;
- Scheduling trips, especially timing, is confusing;
- Shorten paratransit transfers;
- Problem with canceled paratransit trip;
- Driver not wanting to tie wheelchair down;
- General issues with driver's treatment of passengers;
- Drivers drive a little rough for some passengers; and
- Make transit more senior friendly e.g. with the use of 'transit ambassadors' and transit training.

Fairfield

Service Design

- Routing issues of DART service;
- Route 20 could run later to match route 90;
- Would like to see one pass in use not multiple passes;
- Extra bus stop needed at business center in Cordelia;
- Cordelia underserved by transit;
- Improve Red Top Road Park and Ride;
- Direct bus to San Francisco;
- Concerns about transit for seniors in Green Valley;
- Keep Fairfield Taxi program;
- Expand Capitol Corridor schedule;
- Extend hours of current FAST schedule extended to at least 10:00 PM;
- Need for Sunday service;
- Lack of good transportation for elderly;
- Lack of bus stops on bus lines;
- Bus stops too far apart; and
- Need to create a regional code of bus etiquette.

Operational and Scheduling Issues

- Reduction from 7 to 5 buses makes reservations more difficult (DART);
- Some dispatchers are not customer friendly;
- Lack of professionalism on phone by dispatchers;
- Drivers need more training to be sensitive to needs of passengers; and
- Travel times and transfers make service inconvenient.

Capital Improvements

- Need more bus stations (shelters);
- Better signage for bus system;
- Need for bus shelters;
- More curb cuts at stops/stations;
- Increased capacity for bikes on buses; and
- More conveniently located and more easily accessible bus stops.

Vacaville

Service Design

- Keep bus line #3; needed to get to work;
- Need local buses after 6:30 p.m. to Solano College; and
- Needs bus service on Sundays to go to church.

Operational and Scheduling Issues

- Buses need to run later and connect better with #20 and #30.

Capital Improvements

- More bus stations (shelters);
- Repair Vacaville bus shelters, some stops have no shelters;
- Include public restrooms in any new transit plaza planning;
- Build bus shelters and benches; and
- Need directional bus stop signs.

Benicia

Service Design

- Need for direct bus between Benicia and Glen Cove Shopping Center.

The list above summarizes all *relevant* comments made through this year's unmet transit needs process without regard to the merit or reasonableness of the comment or request. However comments deemed to be minor or not relevant to specific transit service and the use of TDA funding were not included. These would include the following types of comments:

- Comments regional in nature and not germane to the use of TDA funds for streets and

roads purposes (e.g., extending BART to Vallejo)

- Comments already identified in last year's unmet transit needs process and addressed satisfactorily by the Solano Transportation Authority (STA) response.
- Incidents (e.g., tardiness of a bus or paratransit van; behavior of a particular driver) do not rise to the level of an unmet transit need; unless, public comment reveals a pattern to such incidents that might warrant policy or operational changes. Other "minor" issues include better distribution of transit information, better information on the location of late paratransit vehicles, minor delays in picking up passengers etc. While these comments are important to the comfort and convenience of the transit systems' patrons, they are not unmet transit needs. MTC is confident that the STA, working with the transit operators, can address these issues.
- Finally, general transportation issues such as the economics of automobile use, the transportation impacts of land-use decisions, and the priorities of federal gas tax revenues, etc. which are not directly germane to specific transit services in Solano County are not considered to be relevant to the unmet transit needs process.

The next step in the unmet transit needs process is for a review of the preliminary issues by Solano Transportation Authority staff, in cooperation with staff members of the city and county jurisdictions in Solano County. Please provide us with an evaluation of each of the issues. Your response, as well as a description of the approach the cities and County intend to take in addressing these issues, will help us develop recommendations in a complete and fair manner. Authority staff should provide MTC with substantive information supporting one of the following for each issue:

1. that an issue has been addressed through recent changes in service; or
2. that an issue will be addressed by changes in service planned to take place between now and the end of fiscal year 2010-11; or
3. that the service changes required to address an issue have been recently studied and determined not reasonable based on locally established standards; or
4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it; or that an issue has not been addressed through recent or planned service changes, nor recently studied.

"Substantive information" supporting categories (1), (2) or (3) above could include reports to the Solano Transportation Authority Board describing recent or planned changes in service; citation to a recently completed study such as a Short Range Transit Plan or a Countywide Transportation Plan; or, a short narrative describing how the issue was or will be addressed. Any issues which fall into category (4) will be considered by MTC staff for recommendation to the MTC Programming and Allocations Committee (PAC) as an unmet transit need.

Pursuant to MTC Resolution No. 2380, we will present our staff recommendation to MTC's PAC identifying those issues that the cities and County must address prior to MTC's

consideration of FY 2011-12 TDA fund requests for streets and roads purposes. Receipt of your responses are requested one month prior to our PAC meeting date (second Wednesday of the month) to include this item on the PAC agenda. Please contact me or Bob Bates of my staff at (510) 817-5733 if you have any questions.

Sincerely,



Alix A. Bockelman
Director, Programming and Allocations Section

Enclosures

cc (without enclosures):

Jim Spering, MTC Commissioner
Gene Cortright, City of Fairfield
Gary Leach, City of Vallejo
Rod Moresco, City of Vacaville
Robert Sousa, City of Benicia
Jeff Matheson, City of Dixon
Morrie Barr, City of Rio Vista
Dan Kasperson, City of Suisun City
Paul Weise, County of Solano
Jamie Johnson, Chair, Solano County PCC (c/o Elizabeth Richards, STA)

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DATE: November 7, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Macaulay, Director of Planning
RE: Bay Area Emergency Plan Exercise Follow-Up

Background:

In August 2010, Solano County adopted the Solano Operational Area Catastrophic Earthquake Plan, including the Mass Transportation/Evacuation Annex. One element of that plan includes using STA as a clearinghouse for information on local transit providers resources and needs.

On October 26, 2011, the Metropolitan Transportation Commission (MTC) held a Bay Area-wide earthquake response tabletop drill for transit providers. Solano County transit provider representatives included Vacaville City Coach, Fairfield And Suisun Transit (FAST) and Solano County Transit (SolTrans) staff, as well as Solano County Office of Emergency Services (OES) and STA staff. Most of the transit staff were unfamiliar with the county plan or the roll that the various agencies were assigned to play, and they asked that the issue be brought back to the Consortium for discussion.

Discussion:

The county plan assigns STA to assist the Solano County Emergency Operations Center (EOC) in an information gathering and distribution role, in the event that the county OES activated the EOC and requested STA's assistance. STA would contact individual transit providers to determine what assets they have available, including transit vehicles and drivers, maintenance personnel and facilities, fuel and communications. STA would also ask about the needs of providers in these areas. The information would then be provided to the OES Transportation Manager. This would allow STA to reduce the number of transportation-related tasks handled by the Transportation Manager.

Transit providers were concerned that this could cause a duplication of effort, as they would be providing the same information to their own local EOCs. In addition, if the information is transmitted twice, there is a risk that some of it will be changed, and different parts of the county EOC will have different information. The transit providers at the MTC exercise felt that the risks and benefits of the current information sharing system should be discussed further at a county level.

The participants also agreed that the transit providers should update the contact information provided to STA and the county OES. It is requested that each provider bring the following information to the November 30 Consortium meeting, so that STA can compile a single transit provider contact sheet:

- Provider Name
- Primary Contact
 - Name
 - Office Phone
 - Cell
 - Home Phone
 - E-mail
- Secondary Contact
 - Name
 - Office Phone
 - Cell
 - Home Phone
 - E-mail
- Dispatch Center
 - Office Phone
 - Cell
 - E-mail

Recommendation:

Informational.

Attachment:

- A. Operational Area Catastrophic Earthquake Plan Mass Transportation/Evacuation Annex
(CD to be distributed at the meeting.)



DATE: November 14, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: Solano Employer Commute Challenge 2011 – Final Results

Background:

The Fifth Annual Solano Commute Challenge (Challenge) was a targeted outreach campaign for Solano County large employers that involved the local business community in addition to employers and employees. The overall goal for this campaign was to increase and sustain Solano County employees' use of alternative transportation. The Challenge for employers and their employees was to "Use transit, carpool, vanpool, bike, or walk to work at least 30 workdays from August through October." Incentives are provided through the Solano Transportation Authority (STA)'s Solano Napa Commuter Information (SNCI) Program to employees and employers who "met" the Commute Challenge.

Campaign materials were sent to the targeted employers in July with telephone follow-up one week later. Information about the Challenge was posted on the STA's SNCI webpage, www.commuterinfo.net, along with a registration form where targeted employers and their employees could indicate their interest in participating. Status updates about the Challenge were posted on SNCI's Facebook page.

Employees accessed information about the Challenge through the SNCI webpage and also from hardcopy brochures and flyers that were provided to the employers for distribution. Employee trips were tracked electronically, using the 511 Ridematching system's "Trip Diary" tracking system. Employees who did not have internet access or preferred to not use the electronic alternative still had the option of submitting the hard-copy Monthly Commute Logs. 511 Rideshare made substantial programming improvements to the ridematching system to more easily identify and track Challenge participants. Staff provided significant assistance to ensure that employees understood the process and would accurately track their trips. As individual employees signed up, they could request information about transit, bicycling, and carpooling/vanpooling options.

Discussion:

The Challenge ended on October 31, 2011 and the deadline for all Monthly Commute Logs was November 14th. As of October 31st, 51 major employers totaling 768 employees registered in the Challenge. Employer participation increased from 46 to 51 (11%) while employee participation increased from 620 to 768 (24%) over last year's. Staff is currently calculating the number of Commute Champions based on "Trip Diary" data and will have the final tally results by November 15th. Nearly 460 employee

participants are on track to earn the title “Commute Champion” by meeting or passing the goal, an increase from 350 to 461 (34%) over last year. Employers who are on course to become Commute Champion Workplaces (where 20 or more employees became Commute Champions) include AAA and Goodrich in Fairfield, State Compensation Insurance Fund and Genentech in Vacaville, California Vegetable Specialties in Rio Vista, Travis Air Force Base, and the County of Solano.

Participation in the Solano Commute Challenge has steadily increased over the past five years. The number of participants more than doubled while the number of Commute Champs has more than tripled (See Attachment B).

Employees who are Commute Champions are entered into a drawing. The drawing for those gift certificates will take place at the December STA Board meeting. Staff will coordinate the presentation of employer rewards with the companies, Chambers of Commerce, and STA Board members.

Fiscal Impact:

The Solano Commute Challenge (Challenge) campaign is included in the STA’s Solano Napa Commuter Information program budget and is funded by a combination of Bay Area Transportation for Clean Air (TFCA) and Eastern Solano Congestion Management Air Quality (CMAQ) funds.

Recommendation:

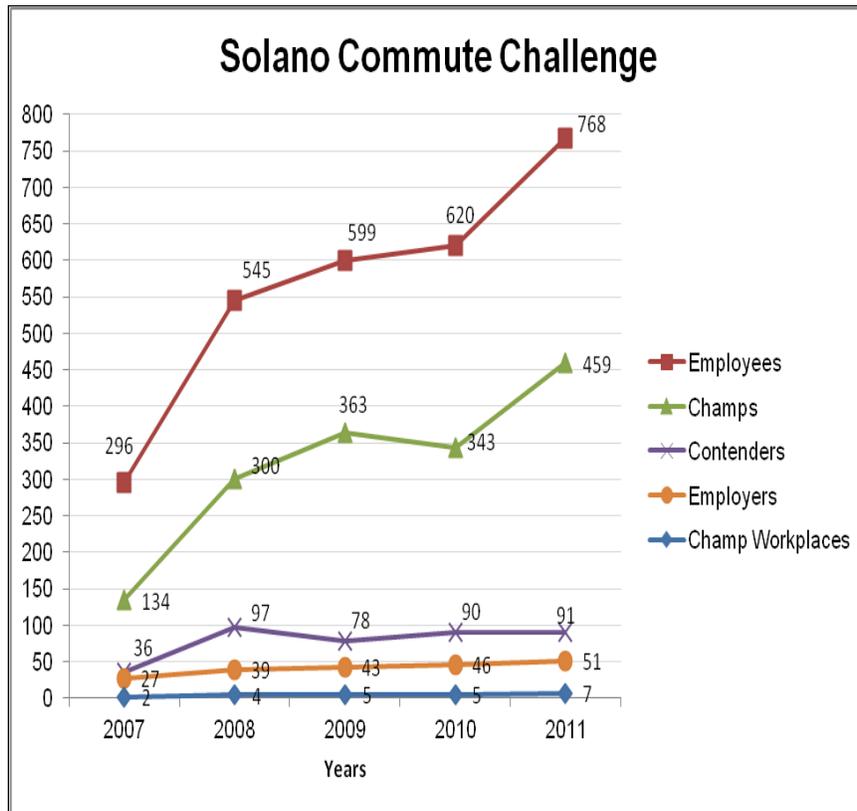
Informational.

Attachment:

- A. SCC Employee Final Results Table (To be provided under separate cover.)
- B. Solano Commute Challenge – Summary of Participants 2007-2011

SCC Employee Final Results Table
(To be provided under separate cover.).

Summary of Participants 2007-2011





DATE: November 14, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: SNCI Monthly Issues

Background:

Each month, the STA's Solano Napa Commuter Information (SNCI) program staff provides an update to the Consortium on several key issues: Napa and Solano transit schedule status, marketing, promotions and events. Other items are included as they become relevant.

Discussion:

Transit Schedules:

The monthly transit schedule matrix was distributed to all Solano and Napa operators the week of November 14. Based on the response received, an updated transit matrix will be provided at the meeting.

Marketing/Promotions:

The 2011 Solano Commute Challenge (SCC) ended on October 31, 2011. The overall goal for this campaign was to increase and sustain Solano County employees' use of alternative transportation. See earlier report for the status of this promotion.

Staff is preparing to revise and update the Solano Yolo BikeLinks map. The Solano County Bicycle Advisory Committee (BAC) has been providing information and feedback on data and design. A design feature will highlight regional transit centers where bicycles can be carried on transit. An RFP to procure a firm to design and produce the BikeLinks map will be issued by the early December.

Solano Community College is interested in addressing issues surrounding how staff and students travel to each of the three (3) campuses in Fairfield, Vacaville and Vallejo. In an effort to provide more options for students and staff and reduce the college's carbon footprint, the college approached the STA. Part of the strategy is to review current transit services and determine how staff and students get to each campus. To that end, SNCI staff is designing a survey that will be provided to all students and staff, to determine what their travel needs are. A joint transit operators (Soltrans, FAST, City Coach)/College meeting has been scheduled for December.

SNCI continues to resupply the commuter info display racks throughout Solano and Napa counties with current SolanoExpress brochures and transit schedules. Two (2) new display racks were established at employer sites. Several transit agencies have seasonal schedules and there have been significant changes to FAST schedules. Staff is planning to send a significant number of schedules to all display rack locations.

Events:

SNCI staffs information booths at events where transit information is distributed along with a range of other commute options information. Staff attended Health and Benefits Fair events at VacaValley Hospital and Novartis in Vacaville, NorthBay Medical Center and NorthBay HealthCare Administration in Fairfield, Solano County Open Enrollment Fair in Fairfield, and Kaiser Permanente Call Center Wellness Event. Other events included the Genentech Wellness Event in Vacaville and St Helena Hospital Benefits Fair in St Helena.

Recommendation:

Informational.



DATE: October 4, 2011
 TO: SolanoExpress Intercity Transit Consortium
 FROM: Sara Woo, Associate Planner
 RE: Funding Opportunities Summary

Discussion:

Below is a list of funding opportunities that will be available to STA member agencies during the next few months, broken up by Federal, State, and Local. Attachment A provides further details for each program.

	FUND SOURCE	AMOUNT AVAILABLE (approximately)	APPLICATION DEADLINE
Local¹			
1.	Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Approximately \$20 million	Due On First-Come, First Served Basis
2.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately \$10 million	Due On First-Come, First-Served Basis
3.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)	Up to \$5,000 rebate per light-duty vehicle	Due On First-Come, First-Served Basis
4.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)	Approximately \$10,000 to \$45,000 per qualified request	Due On First-Come, First-Served Basis
5.	Lifeline Program*	TBD	Anticipated November 2011
State			
	N/A	N/A	N/A
Federal			
	N/A	N/A	N/A

*New funding opportunity

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

¹ Local includes programs administered by the Solano Transportation Authority and regionally in the San Francisco Bay Area and greater Sacramento.

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The following funding opportunities will be available to the STA member agencies during the next few months. Please distribute this information to the appropriate departments in your jurisdiction.

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Local Grants¹						
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 afournier@baaqmd.gov	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$20 million	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	\$12M Fairfield/ Vacaville Intermodal Train Station STA co-sponsor	Eligible Projects: cleaner on-road, off-road, marine, locomotive and stationary agricultural pump engines http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx
Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Gary A. Bailey Sacramento Metropolitan Air Quality Management District (916) 874-4893 gbailey@airquality.org	Ongoing. Application Due On First-Come, First-Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$10 million , maximum per project is \$4.5 million	The Off-Road Equipment Replacement Program (ERP), an extension of the Carl Moyer Program, provides grant funds to replace Tier 0, high-polluting off-road equipment with the cleanest available emission level equipment.	N/A	Eligible Projects: install particulate traps, replace older heavy-duty engines with newer and cleaner engines and add a particulate trap, purchase new vehicles or equipment, replace heavy-duty equipment with electric equipment, install electric idling-reduction equipment http://www.airquality.org/mobile/moyererp/index.shtml
Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Meri Miles ARB (916) 322-6370 mmiles@arb.ca.gov	Application Due On First-Come, First-Served Basis	Up to \$5,000 rebate per light-duty vehicle	The Zero-Emission and Plug-In Hybrid Light-Duty Vehicle (Clean Vehicle) Rebate Project is intended to encourage and accelerate zero-emission vehicle deployment and technology innovation. Rebates for clean vehicles are now available through the Clean Vehicle Rebate Project (CVRP) funded by the Air Resources Board (ARB) and implemented statewide by the California Center for Sustainable Energy (CCSE).	N/A	Eligible Projects: Purchase or lease of zero-emission and plug-in hybrid light-duty vehicles http://www.arb.ca.gov/mspr/og/aqip/cvrp.htm
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: info@californiahvip.org	Application Due On First-Come, First-Served Basis	Approx. \$10,000 to \$45,000 per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	N/A	Eligible Projects: Purchase of low-emission hybrid trucks and buses http://www.californiahvip.org/

*New Funding Opportunity

**STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or swoo@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report

¹ Local includes opportunities and programs administered by the Solano Transportation Authority and/or regionally in the San Francisco Bay Area and greater Sacramento

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
State Grants						
N/A						
Federal Grants						
N/A						



**STA Board Meeting Highlights
6:00 p.m., October 12, 2011**

TO: City Councils and Board of Supervisors
(Attn: City Clerks and County Clerk of the Board)
FROM: Johanna Masielat, STA Clerk of the Board
RE: Summary Actions of the October 12, 2011 STA Board Meeting

Following is a summary of the actions taken by the Solano Transportation Authority at the Board Meeting of October 12, 2011. If you have any questions regarding specific items, please call me at (707) 424-6008.

BOARD MEMBERS PRESENT:

Harry Price, Chair	City of Fairfield
Jack Batchelor, Vice Chair	City of Dixon
Mike Ioakimedes (Alternate Member)	City of Benicia
Jan Vick	City of Rio Vista
Pete Sanchez	City of Suisun City
Steve Hardy	City of Vacaville
Osby Davis	City of Vallejo

BOARD MEMBERS ABSENT:

Elizabeth Patterson	City of Benicia
Jim Spering	County of Solano

ACTION – FINANCIAL ITEMS

A. 2012 State Transportation Improvement Program (STIP)

Recommendation:

Approve the following:

1. Approve the 2011 10-Year Investment Plan for Highways and Major Transit Capital Projects as shown in Attachment D;
2. Program \$8.3M in available non-Transportation Enhancement (TE) STIP funds to the Jepson Parkway project;
3. Program \$649,000 in unprogrammed STIP TE reserve to the City of Dixon's West B Street Undercrossing project;

4. Program \$672,000 in available new STIP TE funds to the City of Dixon's West B Street Undercrossing project; and
5. Adopt Resolution No. 2011-17 (Attachment E)- A resolution of the Solano Transportation Authority authorizing the application for State Transportation Improvement Program (STIP) Transportation Enhancements (TE) funding to Deliver the City of Dixon's West B Street Undercrossing Project; and
6. Program \$98,000 in FY 2015-16 and \$274,000 in FY 2016-17 available for Planning, Programming, and Monitoring (PPM) activities.

On a motion by Vice Chair Batchelor, and a second by Board Member Hardy, the STA Board unanimously approved the recommendation.

ACTION – NON-FINANCIAL ITEMS

A. Public Hearing on Proposed SolanoExpress Route 30 Service Changes

Recommendation:

1. Conduct Public Hearing on Proposed SolanoExpress Route 30 Service Changes; and
2. Approve service changes to SolanoExpress Route 30 to improve time efficiency and cost effectiveness.
- 3.

Chairman Price opened the Public Hearing at 6:16 p.m.

The Chair closed the Public Hearing at 6:17 p.m. and referred the matter to the Board for action.

On a motion by Board Member Vick, and a second by Board Member Hardy, the STA Board unanimously approved the recommendation.

B. Proposed Revisions to the STA's Local Preference Policy and Fiscal Year (FY) 2010-11 STA's Local Preference Analysis

Recommendation:

Adopt the attached revisions to the STA's Local Purchasing Policy and receive the initial amended report for STA's FY 2010-11 Local Preference Policy.

On a motion by Board Member Hardy, and a second by Vice Chair Batchelor, the STA Board unanimously approved the recommendation.

C. 2011 Solano Congestion Management Plan (CMP)

Recommendation:

Authorize the Executive Director to submit the Draft 2011 Solano CMP to the Metropolitan Transportation Commission (MTC) for conformity review.

On a motion by Board Member Vick, and a second by Board Member Sanchez, the STA Board unanimously approved the recommendation.

D. STA's Draft 2012 Legislative Priorities and Platform

Recommendation:

Approve the following:

1. Authorize the Executive Director to distribute the STA's Draft 2012 Legislative Priorities and Platform for a 30-day review and comment period; and
2. Oppose funding cuts to California Amtrak operations as proposed in the Transportation Housing and Urban Development (THUD) Subcommittee 2012 appropriations bill.

On a motion by Board Member Hardy, and a second by Vice Chair Batchelor, the STA Board unanimously approved the recommendation.

CONSENT CALENDAR

On a motion by Vice Chair Batchelor, and a second by Board Vick, the STA Board approved Consent Calendar Items A through J.

A. STA Board Meeting Minutes of September 14, 2011

Recommendation:

Approve STA Board Meeting Minutes of September 14, 2011.

B. Draft TAC Meeting Minutes of September 28, 2011

Recommendation:

Approve Draft TAC Meeting Minutes of September 28, 2011.

C. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – October 2011 – Cities of Fairfield and Rio Vista

Recommendation:

Approve the FY 2011-12 Solano TDA Matrix – October 2011 - Cities of Fairfield and Rio Vista as shown in Attachment A.

D. State Transit Assistance Funds (STAF) Regional Paratransit Funding Request for the Intercity Taxi Scrip Program

Recommendation:

Allocate \$25,000 of STAF Regional Paratransit funds for the Intercity Taxi Scrip Program.

E. Solano County Transit (SolTrans) Transitional Costs Funding Request

Recommendation:

Approve allocation of SolTrans funding request in the amount of \$395,800 of STAF to cover transitional costs through Fiscal Year (FY) 2011-12.

F. Contract Amendment for SolTrans Project Management Consultant

Recommendation:

Authorize the Executive Director to extend the consultant contract with John Harris for SolTrans Project Management services until June 30, 2012 for an amount not-to-exceed \$85,000.

G. Contract Amendment for SolTrans Financial Consultant

Recommendation:

Authorize the Executive Director to amend the contract with Nancy Whelan Consulting for SolTrans Financial and Technical Services for an amount not-to-exceed \$130,000.

H. Solano County Transit Operators’ Coordinated Short Range Transit Plan

Recommendation:

Approve the following:

- 1. Authorize the Executive Director to submit a County Level Coordination funding request to MTC for individual SRTP analysis and a coordinated SRTP of Solano County transit operators; and
- 2. A coordinated analysis in cost effectively addressing Mobility Needs of People with Disabilities in Solano County.

I. Project Managers for Transit Projects, Plans and Studies

Recommendation:

Approve the following:

- 1. Authorize the Executive Director to release a Request for Qualifications for Transit Project Management Services; and
- 2. Authorize the Executive Director to enter into agreements with two to three consultants for Project Management Services for an amount not-to-exceed \$120,000 for the five projects specified.

J. Employer of Record for the Solano County Transit (SolTrans) Employees as Specified

Recommendation:

Authorize the Executive Director to develop and enter in to an agreement with SolTrans designating STA as the ‘Employer of Record’ for the SolTrans Administrative Assistant position and other agreed upon SolTrans staff positions as identified in the SolTrans JPA’s Transition Plan.

COMMENTS FROM METROPOLITAN TRANSPORTATION COMMISSION (MTC), CALTRANS, AND STAFF:

A. MTC Report:

None presented.

B. Caltrans Report:

None presented.

C. STA Reports:

A. Proclamation of Appreciation for Elizabeth Richards

B. Directors Report:

1. Planning

Robert Guerrero announced the upcoming Alternative Modes Committee Meeting and PDA Tour scheduled on November 3, 2011.

2. Projects

None presented.

3. Transit/Rideshare

Liz Niedziela announced the upcoming Senior and People with Disabilities Transportation Advisory Committee meeting scheduled on October 27, 2011.

INFORMATIONAL ITEMS

- A. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2010-11 Year-End Report**
- B. Safe Routes to Transit Plan (SR2T) Update**
- B. Fiscal Year (FY) 2010-11 Abandoned Vehicle Abatement (AVA) Program Fourth Quarter and Annual Report**
- C. Regional Transportation Plan (RTP) Update/One Bay Area Block Grant Update**
- D. Funding Opportunities Summary**
- E. STA Board Meeting Schedule for Calendar Year 2011**

BOARD MEMBER COMMENTS

Alternate Board Member Ioakimedes announced the approval of FTA Grant status for SolTrans.

ADJOURNMENT

The STA Board meeting was adjourned at 6:55 p.m. The next regular meeting of the STA Board is scheduled for **Wednesday, December 14, 2011, 6:00 p.m.**, Suisun City Hall Council Chambers.

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DATE: November 15, 2011
TO: SolanoExpress Intercity Transit Consortium
FROM: Johanna Masielat, Clerk of the Board
RE: STA Board and Advisory Committee Meeting Schedule for Calendar Year 2012

Background:

Attached are the STA Board and Advisory Committee Meeting Schedule for Calendar Year 2012 that may be of interest to the Consortium.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Committee Meeting Schedule for 2012



**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2012**
(Last Updated: Nov. 2011)

SUMMARY:	
STA Board:	Meets 2 nd Wednesday of Every Month
Consortium/TAC:	Meets <i>Last</i> Wednesday of Every Month
BAC:	Meets 1 st Thursday of every <i>Odd</i> Month
PAC:	Meets 3 rd Thursday of every <i>Even</i> Month
PCC:	Meets 3 rd Thursday of every <i>Odd</i> Month
SR2S-AC	Meets Quarterly (Begins Feb.) on the 3 rd Wed.

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., January 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., January 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., January 19	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., January 25	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., January 26	12 Noon	Solano Sr. & People w/ Disabilities	Solano County Events Center	Confirmed
Wed., February 8	5:30 p.m.	STA Board Meeting	Suisun City Hall	<i>*If necessary</i>
Wed., February 15	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Thurs., February 16	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., February 29	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., March 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., March 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., March 15	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., March 28	10:00 a.m.	SolanoExpress SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., April 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., April 19	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., April 25	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., April 26	12 Noon	Solano Sr. & People w/ Disabilities	Solano County Events Center	Confirmed
Wed., May 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., May 16	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Thurs., May 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., May 17	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., May 30	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., June 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., June 21	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., June 27	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., July 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., July 19	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
July 25 (No Meeting)	SUMMER RECESS	SolanoExpress Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
August 10 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 15	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Thurs., August 16	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., August 29	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., September 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., September 20	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., September 20	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
Wed., September 26	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., October 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., October 18	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Thurs., October 25	12 Noon	Solano Sr. & People w/ Disabilities	Solano County Events Center	Confirmed
Wed., October 31	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., November 14	6:00 p.m.	STA's 15 th Annual Awards	TBD – Dixon	Confirmed
Thurs., November 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., November 15	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., November 21	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Wed., November 28	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., December 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., December 20	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., December 19	10:00 a.m.	SolanoExpress Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative

**City County Coordinating Council Summit on Public Safety is scheduled. If necessary, STA Board will conduct its meeting at 5:30 p.m.*